

# CATALOG 2015-2016



# SADDLEBACK

# Saddleback College Catalog

## 2015-2016 Academic Calendar

### Fall Semester 2015

Instruction Begins .....	August 17
Labor Day Observance – classes not in session.....	September 7
Mid-Semester Instruction begins .....	October 12
Last day to petition for Fall Graduation .....	November 1
Veterans Day Observance – classes not in session .....	November 11
Thanksgiving Observance – classes not in session .....	November 26 – 29
Final Exams .....	December 10-16
Winter Break.....	December 17 – January 18

### Spring Semester 2016

First day applications accepted for New and Former Students.....	September 1
Martin Luther King Day Observance – classes not in session .....	January 18
<b>Instruction Begins .....</b>	<b>January 19</b>
Presidents' Day Observance – classes not in session.....	February 12-15
Last day to petition for Spring graduation .....	March 1
Spring Recess – classes not in session .....	March 20 – 26
Final Exams .....	May 17 – 23
Commencement – Saddleback College .....	May 24

### Summer Session 2016

Memorial Day Observance – classes not in session.....	May 30
Instruction Begins .....	May 31 – Aug 12
Last day to petition for Summer graduation .....	July 1
Independence Day Observance – classes not in session.....	July 4

*\* There are many late-starting, shorter length classes. Please consult the schedule of classes for starting and ending dates, and other important dates specific to each term.*

#### NOTICE

The information contained in this publication describes the anticipated programs, courses, rules, regulations and fees of Saddleback College. These are subject to modification at any time to accommodate changes in resources or educational plans of the South Orange County Community College District. This publication does not constitute a contractual commitment.

# Saddleback College Catalog

2015-2016

Volume XXXVII

28000 Marguerite Parkway  
Mission Viejo, California 92692  
949-582-4500



Saddleback College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Boulevard, Suite 204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

Saddleback College prohibits discrimination on the basis of race, color, religion, national origin, age, disability, sexual orientation, marital status, or pregnancy in the administration of its educational policies, personnel practices, and college programs. The college, by law, cannot engage in any such discriminatory activity. Grievance procedures exist for students, employees, and job applicants. Information regarding formal complaints is on file in the offices of the Chancellor and the Deputy Chancellor and in the offices of the College President and Vice President for Instruction. The Office of Student Services maintains grievance procedure information for students. Any questions concerning discrimination may be directed to the Saddleback College Vice President for Student Services, 949-582-4566, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692. The Title IX Coordinator, Tony Lipold, can be reached at 949-582-4545.

Data on Saddleback College's programs leading to gainful employment, required to comply with the Higher Education Act of 1965 as amended, can be found on the Saddleback College website at [www.saddleback.edu](http://www.saddleback.edu). For Catalog updates and addenda, please refer to [www.saddleback.edu/cc](http://www.saddleback.edu/cc).

Saddleback College has made every reasonable effort to ensure that the information published in this catalog accurately reflects current legislation, information, policies, and fees. However, these are subject to modification at any time, without notice, in order to accommodate changes in the resources or educational plans of the district, or for reasons deemed appropriate by the college president or designee.

Please refer to the online catalog supplement at [www.saddleback.edu/cc](http://www.saddleback.edu/cc) for policies and/or degrees that have been approved *after publication of the hardcopy* Saddleback Course Catalog.

**Nota:** La información para las personas que hablan Español se encuentra en la página 8 de este catalogo.

# South Orange County Community College District

28000 Marguerite Parkway, Mission Viejo, California 92692 • 949-582-4999 • www.socccd.edu

## Vision

South Orange County Community College District will be a leader in exemplary teaching and learning, student success and community partnership.

## Mission

South Orange County Community College District provides a dynamic and innovative learning environment dedicated to student success and economic growth of the region.

## 2014-2020 District-wide Goals

1. SOCCCD will foster an environment characterized by creativity, innovation, respectful interactions and collaboration.
2. SOCCCD will promote students' success by enhancing the teaching and learning environment.
3. SOCCCD will advance economic and workforce development through regional partnerships with educational institutions and industry and by strengthening career technical education.
4. SOCCCD will strengthen long-term financial health and institutional effectiveness through integrated planning and resource allocation.



**Gary Poertner,**  
Chancellor

**Robert S. Bramucci, Ph.D.**  
*Vice Chancellor  
Technology and Learning Services*

**David P. Bugay, Ph.D.**  
*Vice Chancellor  
Human Resources & Employer/  
Employee Relations*

**Debra L. Fitzsimons, Ed.D.**  
*Vice Chancellor  
Business Services*

**Tere Fluegeman**  
*District Director Public  
Affairs and  
Government Relations*

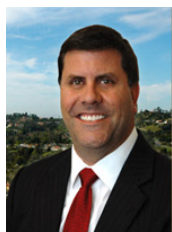
**Brandy D'Lena**  
*Executive District Director  
Facilities Planning and Purchasing*

**Denice Inciong**  
*District Director  
Research, Planning and  
Data Management*

**Teddi Lorch**  
*Executive Director  
Human Resources and  
Employer/ Employee Relations*

**Kim McCord**  
*Executive Director  
Fiscal Services/Comptroller*

## BOARD OF TRUSTEES



**T.J. Prendergast, III**  
President



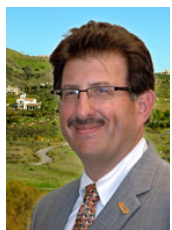
**Timothy Jemal**  
Vice President



**James R. Wright**  
Clerk



**Barbara J. Jay**



**David B. Lang**



**Marcia Milchiker**



**Terri Whitt**



**Lemar Momand,**  
Student Trustee

# Saddleback College

## President's Message



Congratulations on choosing Saddleback College first. Whether your plans include transfer-ring to a four-year college or university, training for a career, or acquiring new skills, attending Saddleback first is a smart choice.

Starting your higher education at Saddleback is a good decision for a variety of reasons. Did you know that:

- In 2015, more than 3,400 of our students transferred to four-year colleges and universities including UCLA, UC Berkeley, UC Irvine, San Diego State University, CSU Fullerton, and USC, to name a few.
- The average lifetime earnings of a community college graduate with an associate degree is \$1.6 million -- \$400,000 more than for a high school graduate.
- Students who earn a degree or certificate nearly double their earnings within three years.

Saddleback students also have access to a wide range of resources to help them succeed in their studies. Personal tutoring services are offered in our Learning Resource Center and mathematics student lounge. Our student services programs offer a full range of counseling, career planning and job placement services, and assistance for students with disabilities. On-campus childcare, a fully-staffed health center, financial aid, and services for veterans and re-entry students are available.

Students often find that their college experience is enriched when they participate in activities outside the classroom. I encourage all students to get involved in a campus activity,

whether they participate in athletics or the performing arts, or join a club and attend the activities hosted by our associated student government and student development office. Find something that interests you, and get involved!

Indeed, choosing Saddleback first was a wise choice, and I commend you for your initiative in attaining your higher education goals. Welcome to the Saddleback College family!

Sincerely,

A handwritten signature in black ink that reads "Tod A. Burnett". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Tod A. Burnett, Ed.D.  
President, Saddleback College

## Administration

<b>OFFICE OF THE PRESIDENT</b> .....	<b>(949) 582-4722</b>
<b>President</b>	<b>Dr. Tod A. Burnett</b>
<b>OFFICE OF INSTRUCTION</b> .....	<b>(949) 582-4795</b>
<b>Vice President</b>	<b>Dr. Kathy Werle</b>
<b>OFFICE OF STUDENT SERVICES</b> .....	<b>(949) 582-4566</b>
<b>Vice President</b>	<b>Dr. Juan Avalos</b>
<b>ADMISSIONS, RECORDS AND ENROLLMENT SERVICES</b> .....	<b>(949) 582-4555</b>
<b>Interim Dean</b>	<b>Christian Alvarado</b>
<b>STUDENT DEVELOPMENT</b> .....	<b>(949) 582-4616</b>
<b>Director</b>	<b>Audra DiPadova</b>
<b>FINANCIAL AID</b> .....	<b>(949) 582-4860</b>
<b>Interim Director</b>	<b>Ruth Higgins</b>

## Academic Divisions

<p><b>ADVANCED TECHNOLOGY AND APPLIED SCIENCE</b> <b>Dean</b> <i>Architectural Drafting</i> <i>Automotive Technology</i> <i>Computer Maintenance Technology</i> <i>Cosmetology</i> <i>Drafting Technology</i> <i>Ecological Restoration</i> <i>Electronic Technology</i> <i>Environmental Studies</i> <i>Family and Consumer Sciences</i></p>	<p><b>(949) 582-4541</b>  <b>Anthony Teng</b></p>	<p><b>KINESIOLOGY AND ATHLETICS</b> <b>Dean</b> <i>Dance</i> <i>Health</i>  <b>LIBERAL ARTS</b> <b>Dean</b> <i>English</i> <i>English as a Second Language</i> <i>Humanities</i></p>	<p><b>(949) 582-4545 – KNEA</b> <b>(949) 582-4547 – ATHL</b> <b>Tony Lipold</b>  <b>(949) 582-4788</b> <b>Dr. Kevin O'Connor</b></p>
<p><i>Fashion</i> <i>Foods and Nutrition</i> <i>Graphics</i> <i>Horticulture</i> <i>Interior Design</i> <i>Marine Science Technology</i> <i>Rapid Digital Manufacturing</i> <i>Travel and Tourism</i></p>	<p><i>Intercollegiate Athletics</i> <i>Kinesiology</i></p>	<p><i>International Languages</i> <i>Journalism</i> <i>Philosophy</i></p>	<p><b>(949) 582-4820</b> <b>Dr. Christopher McDonald</b></p>
<p><b>ECONOMIC &amp; WORKFORCE DEVELOPMENT and Business Science</b> <b>Dean</b> <b>Director, Economic &amp; Workforce Development</b> <i>Accounting</i> <i>Administrative Assistant</i> <i>Business</i></p>	<p><b>(949) 582-4773</b>  <b>John Jaramillo</b> <b>Israel Dominguez</b></p>	<p><b>MATHEMATICS, SCIENCE AND ENGINEERING</b> <b>Dean</b> <i>Astronomy</i> <i>Biological Sciences</i> <i>Chemistry</i> <i>Computer Science</i> <i>Engineering</i></p>	<p><i>Geology</i> <i>Marine Science</i> <i>Mathematics</i> <i>Physics</i></p>
<p><i>Computer and Information Management</i> <i>Real Estate</i></p>	<p><i>Online Education and Learning Resources</i></p>	<p><b>ONLINE EDUCATION AND LEARNING RESOURCES</b> <b>Interim Dean</b> <i>Library</i></p>	<p><b>(949) 582-4397</b>  <b>Dr. Marina Aminy</b></p>
<p><b>COMMUNITY EDUCATION, EMERITUS INSTITUTE AND K-12 PARTNERSHIPS</b> <b>Dean</b> <b>Director of Emeritus Institute</b></p>	<p><b>(949) 582-4326</b>  <b>Dr. Estella Castillo-Garrison</b> <b>Daniel Predoehl</b></p>	<p><b>SOCIAL AND BEHAVIORAL SCIENCE</b> <b>Dean</b> <i>Anthropology</i> <i>Child Development and Education</i> <i>Economics</i> <i>Education</i> <i>Ethnic Studies</i> <i>Geography</i></p>	<p><b>(949) 582-4733</b>  <b>Dr. Cadence Wynter</b></p>
<p><b>COUNSELING SERVICES</b> <b>Interim Dean</b> <i>Articulation</i> <i>Counseling</i></p>	<p><b>(949) 582-4572</b>  <b>Dr. Georgina Guy</b></p>	<p><i>Geographic Information Systems</i> <i>History</i> <i>Political Science</i> <i>Psychology</i> <i>Social Science</i> <i>Women's &amp; Gender Studies</i></p>	<p><b>TRANSFER, CAREER AND SPECIAL PROGRAMS</b> <b>Dean</b> <i>Adapted Kinesiology</i> <i>CalWORKS</i> <i>Career Center</i> <i>DSPS</i> <i>EOP/SICARE</i></p>
<p><b>FINE ARTS AND MEDIA TECHNOLOGY</b> <b>Dean</b> <i>Art</i> <i>Cinema/TV/Radio</i> <i>Entertainment &amp; Theatre Arts</i> <i>Music</i></p>	<p><b>(949) 582-4747</b>  <b>Bart McHenry</b></p>	<p><i>General Counseling</i> <i>Matriculation</i></p>	<p><b>(949) 582-4418</b>  <b>Terence Nelson</b></p>
<p><b>HEALTH SCIENCES AND HUMAN SERVICES</b> <b>Dean</b> <b>Assistant Dean/Director of Nursing</b> <i>American Sign Language Interpreting</i> <i>Emergency Medical Technology</i> <i>Health Information Technology</i> <i>Health Sciences</i> <i>Human Services</i> <i>Insurance Billing</i></p>	<p><b>(949) 582-4701</b>  <b>Dr. Donna Rane-Szostak</b> <b>Tammy Rice</b></p>	<p><i>Photography</i> <i>Speech</i> <i>Theatre Arts</i></p>	<p><i>Re-Entry Center</i> <i>Special Services</i> <i>Transfer Center</i> <i>VETS Program</i></p>
<p><i>Medical Assistant</i> <i>Medical Lab Technician</i> <i>Mental Health</i> <i>Nursing</i> <i>Paramedic</i> <i>Phlebotomy</i></p>			

## Vision, Mission, Values of Saddleback College



### Vision

Saddleback College will be the first choice of students who seek a dynamic, innovative, and student-centered postsecondary education.

### Mission

Saddleback College enriches its students and the south Orange County community by providing a comprehensive array of high-quality courses and programs that foster student learning and success in the attainment of academic degrees and career technical certificates, transfer to four-year institutions, improvement of basic skills, and lifelong learning.

### Values

Saddleback College embraces:

#### Commitment

We commit to fulfilling our mission to serve the south Orange County community.

#### Excellence

We dedicate ourselves to excellence in academics, student support, and community service.

#### Collegiality

We foster a climate of integrity, honesty, and respect.

#### Success

We place our highest priority on student learning and delivering comprehensive support for student success.

#### Partnership

We strive to develop strong and lasting partnerships among students, faculty, staff, and the community.

#### Innovation

We anticipate and welcome change by encouraging innovation and creativity.

#### Academic Freedom

We endorse academic freedom and the open exchange of ideas.

#### Sustainability

We promote environmental sustainability and use our resources responsibly to reduce our ecological impact.

#### Inclusiveness

We cultivate equity and diversity by embracing all cultures, ideas, and perspectives.

#### Global Awareness

We recognize the importance of global awareness and prepare our students to live and work in an increasingly interconnected world.

# Saddleback College Institutional Student Learning Outcomes (ISLOs)

## Preamble

Saddleback College's primary mission is to foster learning and student success. Students should expect to develop knowledge, skills and abilities across four broad areas as a result of their overall experience at Saddleback College. The broad areas are identified by the Institutional Student Learning Outcomes (ISLOs) listed below:

### I. Effective Communication

Students completing a degree or transfer program at Saddleback College will be able to:

- Demonstrate the ability to understand, evaluate, and analyze readings from a variety of texts and to apply that ability in academic, personal, and professional contexts.
- Demonstrate the ability to clearly express themselves and the knowledge they have attained in various forms of writing.
- Demonstrate the ability to orally communicate ideas to others in a clear, coherent, and structured fashion when speaking in one or more of the following modes: interpersonally, in small group settings, or in public presentations.

### II. Intellectual and Practical Skills

Students completing a degree or transfer program at Saddleback College will be able to:

- Demonstrate competence in fundamental computing and information technology.
- Demonstrate competence in scientific and quantitative reasoning necessary for informed judgment and decision-making.
- Conduct effective research, including the identification, evaluation, synthesis, and responsible use of sources and information.
- Analyze information and ideas independently and logically in order to arrive at reasoned, meaningful, and creative conclusions.
- Work with others to develop creative, logical, and reasoned solutions to problems.
- Develop cognitive, physical, and affective skills which will afford students the opportunity to be well-rounded individuals.

### III. Community/Global Consciousness and Responsibility

Students completing a degree or transfer program at Saddleback College will be able to:

- Demonstrate knowledge of cultural diversity and awareness of multiple perspectives in the U.S. and globally.
- Demonstrate the ability to effectively communicate and interact with others in academic, personal, and professional contexts.
- Demonstrate awareness of the necessity for social responsibility and accountability of citizenship in a democratic society.
- Demonstrate an awareness of the necessity for ethical conduct in academic, personal, and professional contexts.

### IV. Breadth of Subject Area Knowledge

Students completing a degree or transfer program at Saddleback College will be able to:

- Describe the scope, key principles, and defining framework of the discipline of study within the natural sciences and mathematics, including an understanding of the methods of scientific inquiry.
- Describe the scope, key principles, and defining framework of the discipline of study within the arts and humanities in order to understand the rich history of human knowledge, discourse, and achievements.
- Describe the scope, key concepts, and defining framework of the discipline of study within the social and behavioral sciences in order to understand the complexities of social interactions and human experiences.





## Información en Español

La información se ha traducido al español para que la comunidad hispanohablante pueda informarse acerca del proceso de matriculación en Saddleback College. Estudiantes que necesiten ayuda o tengan preguntas, favor de llamar a la Oficina de Admisión y Registros (Admissions and Records) al 949-582-4555 o a la Oficina de Consejería (Counseling Services) al 949-582-4572. Estas oficinas están en el Edificio de Servicios para Estudiantes.

### INFORMACIÓN PARA MATRICULARSE

ELEGIBILIDAD PARA ASISTIR A UNA UNIVERSIDAD COMUNITARIA

– INSCRIPCIÓN REGULAR: Tener 18 años de edad o ser graduado/a de la escuela secundaria.

– INSCRIPCIÓN CONCURRENTE: Estudiantes desde el 9 al 12 año de la escuela secundaria, podrán matricularse en clases recomendadas por el/la director/a de su escuela, pero que no excedan 11 unidades. Si desea más información, consulte con la Oficina de Admisión y Registros.

– NO-RESIDENTES: Son personas que han permanecido menos de un año y un día en California antes del inicio del semestre o personas que mantienen visa de inmigración las cuales impiden el establecimiento de residencia. Para mayor información, comuníquese con la Oficina de Residencia al 949-582-4555.

Debido a la legislación (California AB 540) algunos/as estudiantes que no tengan los documentos de residencia y que se hayan graduado de una escuela secundaria de California, podrían calificar para una "exención" de la matrícula de no-residente. Por favor llame al 949-582-4555 para obtener más información acerca de esta exención.

FECHAS DE INSCRIPCIÓN: Las personas que asistan por primera vez deben completar su solicitud antes de que empiece el semestre para asegurarse de que todos sus requisitos estén en orden y listos para empezar el primer día de clases.

Fechas de entrega de su solicitud para los siguientes semestres:

- 1 de abril – otoño (fines de agosto)
- 1 de octubre – primavera (principios de enero)
- 1 de abril – verano (fines de mayo)

COMO HACER UNA CITA PARA INSCRIBIRSE: Estudiantes que asistan por primera vez a la universidad y los que ya hayan asistido y regresan, deben completar una solicitud. La Oficina de Admisión y Registros documentará su información y le dará un permiso con la fecha y la hora para que se inscriba a través del Internet. Es muy importante que asista a clases el primer día.

COMO AÑADIR Y CANCELAR CLASES: Estudiantes pueden añadir clases hasta el día antes de su comienzo. Una vez que la clase haya empezado o que no tenga cupo, estudiantes deberán pedirle permiso al profesor/a para añadir la clase. Si se les da permiso, deberán tener un número llamado (APC), un código que les permitirá matricularse. Lo puede hacer por medio del Internet o en persona antes de la fecha límite que tenga el código APC. Deberá pagar en el momento que se inscribe.

**Nota:** Es de suma importancia que el/la estudiante lea el horario de clases para informarse de las fechas exactas para cancelar clases. Puede usar el Internet para cancelarlas.

### Cobros

El día en que el/la estudiante se inscriba, debe pagar por todos los servicios tales como: la inscripción, seguro médico, excursiones y estacionamiento.

COBRO DE INSCRIPCIÓN: Se cobrará lo siguiente:

No-Residentes: \$200.00 (por unidad) y en adición \$46.00 por unidad. Al no-residente que es ciudadano/a/residente extranjero/a adicionalmente se le cobrará \$42.00 por uso de facilidades (por unidad) y \$54.00 (sin devolución), para procesar su solicitud al tiempo de solicitar. Estos cobros son para estudiantes internacionales.

Residentes: Al residente de California se le cobrará \$46.00 por unidad.

Las clases de inglés como segunda lengua (ESL) que no tienen unidades "0 units" son gratuitas. Estos cobros pueden cambiar cada semestre. Para más información llame al 949-582-4555.

COBRO DE ESTACIONAMIENTO: Para el coche es \$40 por semestre, \$25 por la sección de verano, o \$80 por un permiso anual que

incluye: el semestre de otoño, la primavera y el verano. Permiso para motos cuesta \$20 por semestre, \$10 por la sección de verano, o \$40 por un permiso anual. El permiso anual solamente se puede comprar durante el otoño. Siempre hay que colocar su permiso dentro de su coche, colgándolo en el espejo retrovisor.

COBRO DE SERVICIOS DE SALUD: Debe pagar \$19 por semestre (en otoño y primavera) para cubrir servicios de salud personal. El costo en el semestre de verano es de \$16 y les permite a estudiantes que aprovechen varios servicios médicos. (Este servicio se cobrará aunque tome "0" unidades). Cobros de servicios de salud están sujetos a cambios.

### Exámenes de inglés y matemáticas

La Oficina de Matriculación (Matriculation Office) ofrece servicios que incluyen exámenes de inglés y matemáticas, inglés como segunda lengua (ESL), análisis de los resultados de los exámenes, consejo académico y orientación y análisis de reporte de calificaciones de otras instituciones. Está ubicada en el edificio Village, salón 8. Su número de teléfono es 949-582-4970.

### Enfermería/Centro de salud

El Centro de Salud de Saddleback College le ofrece al/a la estudiante varios servicios médicos y psicológicos. Tenemos un equipo de enfermeras/os, doctores/as, psicólogos/as y pasantes psicólogos que le ayudarán con su salud tanto física como emocional, para ayudarles a tener éxito tanto personal como educacional.

Se incluyen servicios limitados de crisis emocional, exámenes de visión y audición, primeros auxilios, algunas vacunas, exámenes de sida, de enfermedades venéreas y de tuberculosis. También durante el año escolar, se informará acerca de los riesgos del uso de drogas y alcohol y otros comportamientos de alto riesgo. El Centro de Salud de Saddleback College cuenta con información de varios temas tales como asalto sexual y cómo reportarlo, etc. (California Education Code, Section 67385).

Las consultas médicas son gratis y los exámenes de laboratorio, vacunas y algunas medicinas son de bajo costo. Para obtener más información, llame al (949) 582-4606 o vaya a la página [www.saddleback.edu/shc](http://www.saddleback.edu/shc).

### Ayuda Financiera

La Oficina de Asistencia Financiera en Saddleback College está designada para proveer asistencia económica a estudiantes que cumplan con los requisitos. Asistencia federal, estatal y fondos de fuentes privadas están disponibles. Estudiantes interesados en recibir ayuda financiera, primeramente deberán solicitar electrónicamente a través del proceso de FAFSA (Solicitud Gratuita de Ayuda Federal para Estudiantes). La dirección de su página electrónica es [www.fafsa.gov](http://www.fafsa.gov), y tiene información en inglés y en español. La oficina está en el Edificio de Servicios para Estudiantes, salón SSC 106. El número de teléfono es 949-582-4860.

### Programa de EOPS

El Programa de Servicios y Oportunidades de Educación Extendida (EOPS) sirve a personas que califican bajo varios requisitos, como: ser residente de California, ser de bajos recursos económicos, tener desventaja de no tener una educación formal, estar matriculado en doce o más unidades (tiempo completo), etcétera. Favor de comunicarse directamente con el program EOPS para mayor información sobre elegibilidad.

El programa EOPS ofrece los siguientes servicios gratis para las personas que califican: orientación académica, ayuda con los libros de texto (si hay fondos), prioridad en añadir clases. La oficina está en el Edificio de Servicios para Estudiantes, salón SSC 126. El número de teléfono es 949-582-4620.

### Servicios de Tutoría (LRC)

El programa de tutoría (LRC) proporciona servicios de tutores/as gratis de diferentes cursos académicos para satisfacer las necesidades de cada persona. Hay instrucción individual y en grupo. LRC está situado en el segundo piso del edificio LRC (ex biblioteca) salón 212. Para más información, comuníquese al teléfono 949-582-4519

## Admission Requirements

### Eligibility for Admission

Admission to Saddleback College is open to anyone who is a high school graduate, has a High School Equivalency certificate, or is 18 years of age or older and shows evidence of being able to benefit from instruction.

Students enrolled in elementary through high school may attend Saddleback College as special admits. Special admits may enroll in the classes recommended by their school principal and are required to submit a completed "Special Admission Request Form" (available online) each semester two weeks prior to the start of the term. Students in grades 9-12 are limited to 11 units per semester; K-8 students are limited to 6 units per semester. K-12 students are not permitted to enroll in Kinesiology (PE) classes. Questions regarding admission to Saddleback College may be sent via e-mail to [scadmissions@saddleback.edu](mailto:scadmissions@saddleback.edu) or by calling the Office of Admissions and Records at 949-582-4555.

### Application for Admission

Students who are enrolling in Saddleback College for the first time or are returning after an absence of a semester or more (not including summer) must submit an application for admission online. Computers and assistance with the application are available in the Office of Admissions and Records. The online application is available at [www.saddleback.edu/admissions](http://www.saddleback.edu/admissions).

The application for admission is available online beginning the following dates:

Fall semester:	February 1
Spring semester:	September 1
Summer session:	February 1

### California Residency

The Office of Admissions and Records determines the California residence status of all new and returning students for nonresident tuition purposes. Responses to the Application for Admission and, if necessary, other evidence furnished by the student are used in making this determination. A student who fails to submit adequate information to establish a California residency will be classified as a nonresident.

### Establishing California Residency

"Nonresident students" are those who have not established residency in the state for at least one year prior to the residence determination date or those who hold certain non-immigrant visas which preclude them from establishing residency. Foreign students admitted to the United States under student visas are classified as nonresidents.

The following statement of the rules regarding residency determination for nonresident tuition purposes is not a complete discussion of the law, but a summary of the principal rules and their exceptions.

Legal residence may be established by an adult who is physically present in the state and who, at the same time, intends to make California his or her permanent home. Steps must be taken at least one year prior to the residence determination date to show an intent to make California the permanent home with concurrent relinquishment of the prior legal residence. The residence determination date is that day immediately preceding the opening day of instruction each semester during which the student proposes to attend classes at Saddleback College.

The steps necessary to show California residency intent will vary from case to case. Included among the steps may be: filing resident California state income tax forms on total income, registering to vote and voting in elections in California, ownership of residential property or continuous occupancy or renting of an apartment on a lease basis where one's permanent belongings are kept, maintaining active resident membership in a California professional organization, maintaining California vehicle plates and operator's license, maintaining active savings and checking accounts in California banks, for military service personnel — maintaining permanent military address in California on the Leave and Earning statements (L.E.S.). The burden of proof to clearly demonstrate both physical presence and intent to establish California residence lies with the student.

### Exemptions

The California Education Code allows certain non-residents an exemption from non-resident tuition. The criteria for these exemptions are listed below. Students who believe they are eligible for an exemption based on any one of the following criteria should inform the Office of Admissions and Records when they apply.

- Student under two-year care and control of adult
- Dependent of a member of the U.S. armed forces
- Member of the U.S. armed forces
- Armed forces members remaining in the state following discharge
- Dependent of a California resident of more than one year; parent residing in California for one year and contributing court ordered support for student
- Graduate of California school operated by the United States Bureau of Indian Affairs
- Student holding teaching credential; other conditions apply
- Employee or child or spouse of employee of institution or state agency
- Student who attended a California high school at least 3 years and graduated from a California high school or earned an equivalency (GED) in California (AB 540)

Other conditions may be required to meet these criteria. Please call 949-582-4555 for more information.

### Reclassification:

Reclassification to resident status must be requested by the student. Financial independence during the current year and preceding two years will be considered at the time the student requests reclassification. Information regarding requirements for reclassification is available in the Office of Admissions and Records. Students should allow ten working days after submitting their documents for a decision.

## International Students (F1–Visa)

Saddleback College defines an “international student” as a student attending Saddleback College fulltime while on an F-1 student visa. Applications for admission to Saddleback College’s International Student Program are available online at [www.saddleback.edu/iso](http://www.saddleback.edu/iso) and in the International Student Office. Prospective students may contact the International Student Office at 949-582-4637 or by e-mail at [sc-iso@saddleback.edu](mailto:sc-iso@saddleback.edu).

To be considered for admission to Saddleback College, international applicants (residents of countries other than the United States who hold or are applying for F-1 student visas) are required to submit the following documents:

1. Application for admission is available online beginning the following dates:
  - Fall semester: February 1
  - Spring semester: September 1
  - Summer session: February 1
2. A nonrefundable processing fee of \$54 for the 2014-2015 academic year, required with the application form.
3. The International Student Supplement should be completed, signed by the applicant, and turned in to the International Student Office. The form can be found at [www.saddleback.edu/iso](http://www.saddleback.edu/iso).
4. English proficiency test requirement: Students whose native language is not English must take the TOEFL (Test of English as Foreign Language), STEP EIKEN, iTEP or the IELTS. The TOEFL score must be a minimum of 470 (paper-based) or 52 (internet-based). The STEP EIKEN test must be passed at the grade 2A level. The iTEP score must be a minimum of 4.0. The IELTS score must be a minimum of 4.5.
 

The English proficiency test requirement may be waived for applicants who can demonstrate that they have successfully completed the equivalent to ENG 200 at Saddleback College. The course must be from a regionally accredited institution. Students who have attended at least 3 years and have graduated from a U.S. high school are not required to complete the English proficiency test requirement.
5. Academic records: Evidence of academic achievement equivalent to an American high school diploma or higher. The transcripts of the original records must be accompanied by a notarized English translation. In addition, international students who are in the U.S. as F-1 students must submit all of their academic records from the institutions they have attended in the U.S.
6. International Student Supplement completed and signed by the applicant. The form can be found at [www.saddleback.edu/iso/admission-requirements-international-students](http://www.saddleback.edu/iso/admission-requirements-international-students).

Students transferring from other institutions in the United States must submit the following in addition to the above requirements.

1. Transfer form completed by prior institution verifying the student’s current status.
2. Copy of the SEVIS I-20 provided by prior institution.
3. Copy of passport information page (i.e. name, photo, date of birth, etc), F1 visa, and form I-94 (both sides).
4. Official transcripts from prior institutions attended in the United States.

Upon acceptance to Saddleback College, international students are expected to:

1. Enroll in and complete a minimum of 12 units each semester with a minimum 2.0 Grade Point Average (GPA). International students are allowed to register for only one online class each semester to apply towards the 12 unit requirement for full-time enrollment.
2. Purchase health insurance coverage: Saddleback College and the South Orange County Community College District require that all international students have a valid health insurance plan from the district-approved carrier during their entire course of study. Students must have health insurance coverage in order to enroll in classes. Health insurance information is available at [www.saddleback.edu/iso](http://www.saddleback.edu/iso) and at the International Student Office.
3. Pay non-resident tuition fees in addition to all other applicable fees during their entire attendance at Saddleback College.

Saddleback College international students with F-1 visas may enroll in a maximum of 6.00 units at Irvine Valley College when certain classes are not offered at Saddleback College to maintain their fulltime enrollment. International students with F-1 visas from other schools may enroll concurrently at Saddleback College on a part-time basis not to exceed six units. Students should consult the International Student Office for more information. Applicants with other types of visas (not F-1) should apply online through the Office of Admissions and Records at [www.saddleback.edu/admissions](http://www.saddleback.edu/admissions).

For additional information, contact the International Student Office at 949-582-4637 or [sc-iso@saddleback.edu](mailto:sc-iso@saddleback.edu).

**Note:** International applicants are not admitted to impacted programs, which include the Nursing and Paramedic programs. Please consult the International Student Office for a complete list of impacted programs.

Under the Division of Enrollment Services, the International Student Office at Saddleback College oversees the recruitment, admission, and retention of international students. The International Student Office provides a wide range of services to international students including admission, assessment, orientation, home-stay and F-1 visa advising. In addition, the Office coordinates events on-campus to promote global awareness and cooperation. The International Student Program at Saddleback College is governed under the South Orange County Community College District and U.S. federal regulations.

## Matriculation Services

### Philosophy

Saddleback College acknowledges the importance of maximizing the student's abilities to make individual choices based on accurate, relevant information and is committed to developing, implementing, and refining policies and procedures which are in the best interest of the student. Matriculation is a process that brings the student and Saddleback College into a partnership.

In this partnership the student agrees to:

1. Complete the Matriculation process including: Online, Orientation, Assessment, and Online Advisement
2. Complete a first semester education plan and establish goals
3. Attend classes
4. Discuss academic goals with a counselor
5. Use support services as needed
6. Make progress toward achieving the goal
7. Follow recommendations given by counselor/instructor

Saddleback College agrees to provide:

1. Resources and support services
2. Assessment and college orientation
3. Advisement and First Semester Ed Plan
4. Courses in basic skills
5. Individual comprehensive educational plans
6. Career, learning, and transfer centers
7. Continued monitoring of academic success

### Steps in the Matriculation Process

Matriculation is designed to assist students in achieving their educational goals at Saddleback College. The process includes Orientation, Assessment, Advisement/Ed Plan, and follow-up services. Students required to matriculate must complete the following steps prior to registering for classes:

1. **Orientation Online** provides students with information about the many resources available at Saddleback College. Students learn about student services, special programs, and other student support programs. They are introduced to MySite, the student individual information system, and to the procedures for registration.
2. **Math and English Placement** is used as an indicator to what course levels students should begin with and also clears prerequisites. Placement can be obtained using one or more of the following methods:

**Assessment** may include, but is not limited to, examination to acquire a student's English and reading proficiency, math skills, and possible need for special services. or

**Alternative Evidence** - Students who have completed and passed a math and English course at another accredited college/university or taken and received a 3 or higher on the English and/or calculus AP exams can submit Alternative Evidence to complete this assessment step.

3. **Online Advisement** assists students to determine their educational goals, plan their first semester schedule, and prepare a "First Semester Ed Plan." Students learn about transfer, degree requirements, and vocational programs.

**Follow-up** services monitor the students' progress throughout the academic year. Students on either academic or progress probation are notified of their academic standing and students on First Time Probation will be required to attend a probation workshop before they will be eligible to register. Early Alert Notifications may be used to notify students of their academic standing each semester so they can seek assistance from the Division of Counseling Services. My Academic Plan (MAP) workshops may also be available as follow-up academic planning services.

Students must follow the Matriculation procedures and take their assessment exams at their school of record. All Saddleback College students are welcomed and encouraged to participate in the Matriculation process.

The Matriculation Office is located in Village 8-5. You may call the Matriculation Office at 949-582-4970 or visit our website at [www.saddleback.edu/matriculation](http://www.saddleback.edu/matriculation).

#### Exemptions

State regulations (Student Success Act SB1456) require every student that does not yet have a minimum of an AA degree from an accredited U.S. college, are concurrently enrolled at another 4-year college or taking classes for personal development to go through the Matriculation Process.

#### Retest Policy

**Reading:** Students may repeat the Reading assessment exam every three (3) months.

**English:** Students may retake the English assessment exam every three (3) months.

**English as a Second Language (ESL):** Students may retake the ESL assessment test every three (3) months.

**Mathematics:** Students are allowed to retake the same level math assessment exam once every three (3) months. Students may take a different level math test with no waiting period.

### Alternative Matriculation Services

Students may be referred to alternative services for the matriculation process if they indicate any of the following:

1. English is not their primary language, and the student does not feel proficient enough in English to take the regular English Placement Test.
2. They have a disability which creates educational or functional limitations that require academic accommodations.

### Prerequisites/Corequisites/Limitation on Enrollment/Recommended Preparation

Saddleback College is committed to helping students select appropriate level courses in order to provide the greatest chance for their academic success. Information relating to prerequisites, corequisites, limitation on enrollment, and recommended preparation are printed in bold as part of the course descriptions in the catalog and with a padlock symbol to the right of the course description in the online class schedule.

Students are responsible for meeting the prerequisite, corequisite, limitation on enrollment, or recommended preparation prior to registering for any course with these restrictions. It's recommended that students clear all prerequisites a minimum of 2 weeks prior to their assigned registration time to avoid enrollment delays.

#### Prerequisite:

Mastery of a certain body of knowledge is necessary for students to be successful in the target course (the course that has the prerequisite). Most commonly, such knowledge is measured by successful completion of the prerequisite course listed in the class schedule. "Successful completion" is defined by a grade of "A," "B," "C," or "P" (formerly CR) in the prerequisite course. Grades that are not acceptable are "C-," "D," "F," or "NP (formerly NC).

#### Corequisite:

Concurrent (simultaneous) enrollment in a companion course is required. The information presented, or the practice gained in the corequisite course, is considered necessary for success in the target course.

#### Limitation on Enrollment:

A condition of enrollment which limits how students qualify for a particular program. Limitations apply to courses that include public performance or intercollegiate competition where a tryout or audition is necessary. Some courses require formal admission to a particular program in order to enroll (e.g., Nursing, EMT, Paramedic) or to meet safety requirements.

### Recommended Preparation:

Certain course preparation is advised before students enter the target course. These recommendations indicate preparation that is considered advantageous, but not essential, to the success in the target course.

### How to Clear a Prerequisite

Students can clear their prerequisite requirement by completing any one of the following:

1. Complete an assessment exam at Saddleback College for English and/or math and place into the course above the prerequisite.
2. Complete the course(s) at Saddleback College with a satisfactory grade of "A," "B," "C," or "P" (formerly CR).

Note: Grade of "C-" or lower is not satisfactory.

3. Provide transcripts showing the completion of an English and/or Math course from another accredited college or university to the Matriculation Office if the course you are wishing to take has an English and/or math prerequisite. Such evidence must demonstrate satisfactory completion of the prerequisite course with a grade of "A," "B," "C," "CR," or "P." Note: Grade of "C-" or lower is not satisfactory.
4. Provide a College Board AP score report with a 3 or higher on the English Composition/Language or Composition/Literature exam to clear an English prerequisite or Calculus AB or BC exams with a score of 3 or higher to clear a math prerequisite.
5. Provide acceptable evidence of an equivalent assessment exam administered at another accredited California Community college. Students may clear prerequisites in English if the appropriate **course placement** is provided on their results. Math prerequisites may be cleared if the student took the MDTP (Math Diagnostic Testing Project) placement exam and their test level and score are provided on the results. Students must have the Matriculation Office evaluate all placement results for acceptance.

Submitting an English and/or math prerequisite evaluation request using alternative evidence:

Complete the Math and English Alternative Evidence Evaluation Form, attach your alternative evidence with course catalog description(s) and submit them to the Matriculation Office. Courses that have prerequisites other than English or math must be evaluated by the appropriate division office.

NOTE: Students should submit evaluations a minimum of two weeks prior to their registration date to avoid enrollment delays. Specific information regarding procedures, time lines, and transcript evaluation notification is available in the Matriculation Office or on our website. Courses offered in high school or college courses taken for "zero units" cannot be used to satisfy a math or English prerequisite.

### Course Prerequisite Appeal Procedures

State regulations require the enforcement of prerequisites. A student may file an appeal based on the following criteria:

1. The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite.
2. The student is able to succeed safely despite prerequisites established to protect health and safety standards.
3. The prerequisite or corequisite course is not reasonably available.
4. The college cannot provide alternatives to the course requiring performance standards as a prerequisite.

5. The prerequisite is discriminatory or is being applied in a discriminatory manner.
6. The prerequisite is not valid because it is not necessary for success in the course for which it is required.

Students wishing to appeal a course placement based on one of the criteria listed above must file an Appeal Petition which can be obtained in the division office of the target course. An Appeals Committee will review the petition and make a decision within five working days. If the appeal is approved, the student will be allowed to enroll in the higher level class. If the appeal is denied, the student will not be eligible for the higher level course and will be dropped if prior enrollment was allowed.

### English Composition Appeal Process

Students who receive a recommended placement in a basic-skills writing course, rather than a college-level writing course as a result of the initial assessment process and who wish to be considered for placement in college-level writing and is currently inside the non-retesting period should take the Writing Sample Appeal. During the Writing Sample Appeal students will write an essay based on a prompt and passage provided by the Matriculation Office.

An Appeals Committee will meet and review the Writing Sample Appeal within five working days. If the appeal is approved, the student will be allowed to enroll in the higher level course. If the appeal is denied, the student will not be eligible for the higher level course and will be dropped if prior enrollment was allowed. Appeal results are final and placement cannot be appealed again.

Dates and times of the Writing Sample Appeals are available in the Matriculation Office (Village 8-5) or online at [www.saddleback.edu/matriculation](http://www.saddleback.edu/matriculation).

### Mathematics Appeal Process

A student who desires placement in a higher level mathematics course than resulted from the usual assessment process may complete an "Appeal Petition" in the Mathematics, Science, and Engineering Division Office, SM 334. The following items must be included with the Appeal Petition:

1. The student's high school transcript.
2. College transcript and college catalog description of each mathematics courses on the transcript.
3. The results of the appropriate Saddleback College mathematics assessment test. Students seeking enrollment in MATH 353 must complete either the level 1 or level 2 mathematics placement test. Those seeking enrollment in MATH 205 or 253 must complete either the level 2 or level 3 mathematics placement test. Students who wish to enroll in MATH 7, 8, 10, 11, 112 or 124 must complete the level 3 placement test. Students must complete the level 4 mathematics placement test for all higher level math courses.

An Appeals Committee will meet to review the Appeal Petition and supporting documents within five working days. If the appeal is approved the student will be allowed to enroll in the higher level course. If the appeal is denied, the student will not be eligible for the higher level course and will be dropped if prior enrollment was allowed. Appeal results are final and placement cannot be appealed again.

### Student's Rights

Any student who feels they have experienced discrimination regarding the matriculation process has the right to file a grievance. Information may be obtained in the Office of the Vice President for Student Services, AGB 126.

## Registration for Classes

### Open Enrollment Policy

Pursuant to the provision of Title 5 of the California Code of Regulations, commencing with Section 58102, the Governing Board of the South Orange County Community College District affirms a policy of open enrollment. Unless specifically exempted by statute, every course, course section, or class, wherever offered and maintained by the district and where state apportionment is reported, shall be fully open to enrollment and participation by any person admitted to the college and who meets such requisites as established by the Board in accordance with the above-referenced section of Title 5.

### Registration for Classes

Students register online or in person. Payment is due by the deadline stated on the Confirmation page at the end of the registration session. Once the semester has begun, payment for registration is due at the time of enrollment. After selecting classes and paying all required fees, registration is completed. Consult the Admissions and Records website at [www.saddleback.edu/admissions](http://www.saddleback.edu/admissions) for the most recent registration information. Students must have officially enrolled and paid for classes during the registration period in order to receive a grade for the course. Classes cannot overlap, i.e., students may enroll in only one course in a time period. Please be aware that proof of prerequisite completion or alternative evidence may be required. (See *Matriculation Services page 11*)

### New and Former Students

**New students** are those who have never filed an application or enrolled in classes at either Saddleback College or Irvine Valley College. **Former students** are those who have previously filed an application or attended either Saddleback College or Irvine Valley College but have been absent from the college for one semester or more, excluding summer.

Once an application is submitted, a registration permit is issued indicating a student's assigned registration time for Internet registration. Students who apply online receive their registration permits by email.

Most students new to Saddleback College, except those who have already earned an associate degree or higher degree, should participate in an assessment and orientation session prior to registering for classes. Students who are advised to participate in assessment and orientation will be notified at the time their application is submitted. Students who are not advised to participate are encouraged to take advantage of an assessment session for assistance in selecting courses. The assessment process is described further under "Matriculation Services" on page 11.

### Continuing Students

Continuing students are those who have been registered during the previous semester (including or excluding summer). Continuing students need not file an application. Continuing students may view their assigned registration time at the MySite web portal. Registration times are determined by the number of units the student has completed within the South Orange County Community College District. Those who have already completed more than 80 units are given appointments toward the end of registration. Consult the Admissions and Records website at [www.saddleback.edu/admissions](http://www.saddleback.edu/admissions) for the most recent registration information.

### Enrollment Priorities

The South Orange County Community College District has established the following enrollment priority order when issuing registration times for students:

**Priority** — student groups legislated to receive priority registration, as well as SOCCCD board-approved groups designated as priority.

**First-time Freshmen** — students enrolled for the first time in college after completing high school or its equivalent. Registration times are based on the date the student completed their assessment, orientation, and academic plan (Matriculation). Earlier completers receive an earlier registration time.

**Continuing** — continuing students in good academic standing with less than 100 completed units (not including basic skills) in the South Orange County Community College District. Registration times are assigned in descending order by completed units.

**New/Returning** — students who have never enrolled in the district or are returning after one or more semesters of nonattendance. Registration times are assigned based on the date of application i.e. earlier applicants receive an earlier registration time.

**Emeritus** — students in good standing who are enrolled only in Emeritus Institute classes

**Low Priority** — students who meet any of the following conditions:

- are required to complete matriculation but have not by the designated deadline date
- have a non-qualifying educational goal
- are on academic and/or progress probation for two consecutive semesters
- have completed 100 or more degree applicable units district-wide (not including basic skills)

**High School** — students concurrently enrolled in high school.

**NOTE:** New and Returning students are required to complete assessment, orientation, and an academic plan prior to the designated deadline in order to be eligible for the following groups: Priority, First-time Freshmen, or New/Returning.

Challenges to assigned registration times may be filed by appeal with the Office of Admissions and Records. Appeals are considered under very narrow circumstances and are reviewed on a case-by-case basis. Consult the Office of Admissions and Records for information about the challenge process.

### Maintaining Student Contact Information

It is important for students to maintain current contact information, including the phone number and address in their college record. Information may be updated through the student's MySite account under "My Information." If the post office reports a forwarding address that the student has filed, the college records will automatically be updated to reflect that change.

## Student Status:

**Part-time:** Student taking fewer than 12 units

**Full-time:** Student taking 12 or more units

**Freshman/First year standing:** Student who has completed fewer than 30 units.

**Sophomore:** Student who has completed 30 or more units

**Graduate:** Student who has been awarded the Associate in Arts or Science degree or a higher degree by a regionally accredited college.

## Repeating Courses

(Also see Academic Regulations and Announcement of Courses sections of this catalog)

The number of repetitions allowed for each course is listed in the college catalog following the course description. Students may not exceed the number of course repeatability as determined by state regulations except in very narrow circumstances. Students registering in a course not identified as repeatable or repeating a course more often than permissible will be withdrawn from the course.

## Adding Courses

Students may add open classes through the day prior to the start day of the class. Once the class has started or has become full, students must request permission to add the course from the instructor. If permission is given, an Add Permit code (APC) will be issued. Students are required to add the course on-line or in-person by the Last Day to Add as noted on the Add Permit Code form. Payment is required at the time of enrollment. Students who miss the deadline to add are encouraged to enroll in late-starting classes.

## Withdrawal From Courses

It is the student's responsibility to officially withdraw from courses for refund purposes and to avoid receiving a substandard grade. Students are limited to a total of three withdrawals in a given course. Students may withdraw from courses online through MySite.

Although it is the student's responsibility to withdraw from courses, instructors have the authority to drop students who miss the first class meeting.

## Deadlines for Dropping or Withdrawing from Classes

In accordance with state regulations, the deadlines for grading purposes are as follows:

- 20 percent of the course based on ticket number-drop without a "W" on the transcript
- 65 percent of the course based on ticket number-drop with a grade of "W" on the transcript

It is the student's responsibility to consult the online class schedule for specific course deadlines as they may vary.

**NOTE:** Only student initiated or instructor drops completed prior to the refund deadline are eligible for refund consideration. (See Student Fees/Refunds/Credits for further information regarding refunds.)

Financial Aid recipients see the Financial Aid section of the catalog regarding Title IV repayment policy.



## Student Fees/Refunds/Credits

All fees are subject to change

### Associated Student Body (ASB) Stamp Fee

The \$10 ASB stamp fee provides a variety of benefits to students and supports, as part of the total ASG budget, a variety of student programs and services, such as Athletics, Fine Arts, Scholarships, access to the ASG office, and many other student-sponsored activities. In purchasing the ASG Stamp you will also receive a FUND card valued at over \$160 in discounts. The ASB fee is non-refundable. The ASB stamp fee can be purchased online and in SSC 211, in the ASG Office.

### Enrollment Fee

The Enrollment Fee is \$46 per unit with no maximum. This fee is subject to change by the State of California.

### Health Fee

All students who enroll in classes held on the Saddleback College campus (to include hybrid internet classes with either optional or mandatory on-campus components) are required by state law to pay \$19 per regular semester and \$16 for the summer session. The health fee entitles students to a variety of health services. (Please note, this is not a personal health insurance policy). The student health fee may be voluntarily paid by students taking off-campus or distance education classes who want to use these services. Health fees may be subject to change during the academic year.

State law provides the following exemptions from the health fee. Students must submit proof for these exemptions at the time they register:

1. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.
2. Students who are attending a community college under an approved apprenticeship-training program.

### Material/Lab Fees

The policy for requiring students to provide instructional and other materials and establishing the provisions for assessing the students a fee for a credit or non-credit course shall conform to the following guidelines:

1. The materials shall be tangible personal property which are owned or primarily controlled by an individual student.
2. The material is of a continuing value to the student outside of the classroom setting, which can be taken from the classroom setting, and which is not wholly consumed, used up or rendered valueless as it is applied in achieving the required objectives of a course which are to be accomplished under the supervision of an instructor during class hours.
3. The material shall not be solely or exclusively available from the district except if it is provided to the student at the District's actual cost and:
  - a. The material is otherwise generally available, but is provided by the district for health and safety reasons; or
  - b. The material is provided in lieu of other generally available but more expensive material which would otherwise be required.

Any materials not meeting these guidelines will be provided by the District to students at no cost to the student.

### Parking Fees

Students who intend to park in a student lot must purchase a parking permit each semester. An annual permit which includes Fall, Spring, and Summer is available for purchase in the Fall only. Parking fee costs can be found on the college website in the Student Payment Office webpage under "Fees."

Day parking permits can be purchased at any one of the yellow permit dispenser machines currently located at the Medical Center Drive campus entrance next to the flag pole; at the north end of parking lot 10, at lot 5A (Near Tennis Courts); and at parking lot 1. Timed metered parking is available at the north end of lot #9.

### Returned Check Fee

#### Non-Sufficient Funds and Stop-Payment Check Charge Policy

In accordance with California Civil Code Chapter 522, Section 1719, the District hereby establishes a processing fee for handling non-sufficient funds (NSF) and stop-payment checks. The amount of the fee will be reviewed and approved annually by the Board of Trustees.

Each check dishonored by your bank for whatever reason is subject to a processing fee.

A \$20 processing fee will be charged for all returned checks.

The Saddleback College bookstore is a contract service and is not subject to this policy. Please contact the bookstore for their check return policy.

### Transcript/Verification Fees

**Transcripts:** Students are entitled to two free transcripts and/or verifications. Additional copies are \$3.00 per copy. Transcripts may be ordered online or in-person only. (The online system does not accommodate the two free transcripts.)

**Emergency Transcripts** are \$5.00 in addition to the transcript fee. Emergency transcripts requests are available only through the online system and are processed within 24 hours during normal business hours after requests are received.

Saddleback College transcripts do not include grades from Irvine Valley College or any other institution. Students need to make separate requests to each college. Visit [saddleback.edu/admissions/transcripts](http://saddleback.edu/admissions/transcripts) for more information.

**Verifications of Enrollment** a standard official verification of enrollment may be downloaded free of charge through MySite. Choose MyInformation then choose Official Enrollment Verification.

Other types of verifications are \$3.00 after the first two free transcripts or verifications.

**Emergency Verifications** are \$5.00 in addition to the verification fee. Verifications may also be ordered by mail or in person. The Verifications Request Form may be downloaded from [www.saddleback.edu/admissions/degree-and-enrollment-verifications](http://www.saddleback.edu/admissions/degree-and-enrollment-verifications).

#### Mail requests to:

Saddleback College  
Office of Admissions and Records  
Verification Unit  
28000 Marguerite Parkway  
Mission Viejo, CA 92692



## Non-Resident Fees

### Application Fee

Non-resident students who are citizens and residents of a foreign country will be charged a non-refundable fee of \$54 at the time the application is submitted and each time an application is submitted. Non-resident/non-citizen students who can validate asylee/refugee status or who are evaluated to have a financial hardship may be exempt from this fee.

### Capital Outlay Fee

Students who are U.S. citizens but not California residents, as well as students who are not U.S. citizens, will be charged a capital outlay fee of \$42 per unit. This is in addition to the \$46 per unit enrollment fee and the \$200 per unit non-resident tuition fee.

Students who are not U.S. citizens but can validate asylum/refugee status, or who have been evaluated to have a financial hardship, may be exempt from this fee.

### Tuition Fees

Students who are U.S. citizens but not California residents, and students who are not U.S. citizens, will be charged a non-resident tuition fee of \$200 per unit. This is in addition to the \$46 per unit enrollment fee and the \$42 per unit capital outlay fee.

Students who are not U.S. citizens but can validate asylum/refugee status, or who have been evaluated to have a financial hardship, may be exempt from this fee.

### Non-Resident and Capital Outlay Fees Exemption for Veterans and their Dependents

Effective July 1, 2015, veterans who are eligible for Veterans Administration (VA) education benefits and enroll in the college within 3 years of discharge from a period of active duty service of 90 days or more are exempt from paying non-resident fees and capital outlay fees. Dependents of veterans who are using these benefits are entitled to the same exemption. This exemption will remain in effect for each qualifying student as long as the student is continuously enrolled in classes.

## Fees Payment Deadlines

During the registration period and up to the Monday prior to the week before the semester begins, students are given 5 business days to pay for their registration. Students who have registered prior to the start of the semester with a balance over \$50 who have not paid by their fee deadline are subject to being dropped from classes.

Beginning the Monday prior to the week before the semester begins, online registration payment is by credit/debit card only and payment is due at the time of registration. During this time, students may pay by check or cash by coming to the Office of Admissions and Records to complete their registration. They will be sent to the Student Payment Office (SSC 208) to pay for their fees the same day.

Beginning the first day of the semester, students adding classes will not be dropped for nonpayment but will be responsible for their fee balance. A hold will be placed on student accounts for unpaid balances, preventing further registration or official transcript requests.

Students whose fees are being waived or paid for by financial aid must ensure that their fee waivers or aid is in place prior to their payment deadline.

## Refunds/Account Credits

Student must officially drop classes through on-line, telephone or in-person registration within the established refund deadline dates in order to be eligible for a refund of fees paid. There are no refunds for classes added or dropped after these refund deadline dates.

**It is the always the student's responsibility to drop a class prior to the refund deadline date to ensure a refund.** Students who add or drop a class after the class' refund deadline dates are not entitled to a refund. Also, students who are dropped from a class by an instructor after the class' refund deadline date are not

entitled to a refund. Students dropped from a class after the class' refund deadline date due to non-payment are not entitled to a refund. The only exception to this policy is when the college cancels the class. In this instance, fees charged for the cancelled class will be refunded.

Dropping classes within the refund deadline dates will generate a credit on the student's account. These credits can be kept on the student's account, or can be refunded. Refunds are not automatically sent to students. They must be requested by submitting a completed refund request form to the Student Payment Office. These forms are available in the Student Payment Office or on-line. To access refund forms on-line, go to [www.saddleback.edu/spo](http://www.saddleback.edu/spo) and click on the refund form link.

Money in a student's account is considered the student's property, and is returned only to the student. The only exception is when the funds were provided by an organization which the college has an existing refund return policy with, such as the California Department of Rehabilitation.

Refund deadline dates are different for different classes. The refund deadline date for each class can be found in the details section of the online schedule at [saddleback.edu/cs](http://saddleback.edu/cs). Please allow 2 weeks for processing credit card refunds and 30 days for processing check refunds. Additional information on refunds is available on the Student Payment Office web page, which can be found on the college website as noted above. Students can also call the Student Payment Office at (949) 582-4870 for additional information.

### Associated Student Body (ASB) Fee Refund/Credits

The Associated Student Body (ASB) stamp fee is non-refundable.

### Enrollment Fee Credits

Students are eligible for an enrollment fee credit if the class is dropped prior to the published refund deadline date for that class, or if the class is cancelled by the college.

### Health Fee Credits

Students are eligible for a health fee credit only if all on-campus classes are dropped prior to the applicable deadline date for each class, or if the student's class(es) have been cancelled by the college.

### Material/Lab Fee Credits

Students are eligible for a material/lab fee credit if the class is dropped prior to the refund deadline date for that class, or if the class is cancelled by the college.

### Non-Resident Tuition Credits

A request for credit of non-resident tuition may be made in any of the three categories listed below:

1. Non-resident tuition fees collected in error. In such cases, 100 percent of the non-resident tuition will be credited.
2. Non-resident tuition fees refundable as a result of the cancellation of a class or some similar action on the part of the college, clearly beyond the control of the student and for which the fees have been paid. In cases of cancellation of a class, 100 percent of non-resident tuition will be credited.
3. Non-resident tuition fees refundable as a result of a student's reduction of units prior to the class(es) refund deadline date.

### Parking Fee Credits

Credits on parking fees will be given only when all of the following conditions are true:

1. When a class is canceled and the student is not attending any other classes on campus during the semester, or if the student officially withdraws from all of their classes during the first two weeks of a regular term, or during the first week of eight-week terms.
2. The student Parking Decal is turned in to the Campus Police Department during the first two weeks of a regular semester or during the first week of an eight-week session.

## Student Support Services

### Bookstore

A variety of reading materials, personal-use items, new and used textbooks, a large selection of college logo items, class supplies, and packets are available at the college bookstore. Some textbooks may be rented or made available as e-books. The college bookstore is operated by Follett College Stores under contract with the district and Saddleback College.

The Saddleback College bookstore is located in the Student Services Center, Room 133. Call 949-582-4715 for additional information.

### California Work Opportunity and Responsibility for Kids (CalWORKs)

Saddleback College CalWORKs program is designed to assist students to develop the necessary skills, knowledge, and experience that will make them more marketable with employment after earning a certificate and/or college degree. Students are provided services such as academic, personal, career counseling, and work-study. For office hours or more information, call the CalWORKs office 949-582-4207 or visit [www.saddleback.edu/eops/calworks](http://www.saddleback.edu/eops/calworks).

### Campus Preview Tours

Guided tours are available to any individual or group interested in viewing the campus. Reservations are necessary. Please call the Outreach Department 949-582-4218 to schedule a tour.

### Career & Re-Entry Center

The Center for Career and Life Development includes: Career Guidance Services and Re-Entry Services. The CCLD provides assistance, planning, and support for students and potential students. It is located in the Student Services Center, Room 140. Individual assistance is available by appointment. Career computer lab and library resources are available when groups or classes are not scheduled for visits. Additional services and resources are available on our website, visit [www.saddleback.edu/cclcd](http://www.saddleback.edu/cclcd). Appointments can be scheduled by calling 949-582-4575.

**Career Guidance Services** are open to anyone who needs assistance with making a career decision, choosing a major, researching career demographics, or enrolling in a course that requires career exploration. Applied Psychology and Women's Studies 120 courses are available during the Summer, Fall and Spring semesters. Educational and occupational information is available in the computer lab and library to explore at the student's own pace. The resource materials in the computer lab and library include career information that describes duties and responsibilities of careers, future career trends, and salary ranges. Additional resources include career technical education, college catalogs, scholarship resources, re-entry information, and online and traditional educational options that may lead to career or transfer. In addition, career assessment packages can be purchased at the CCLD to support courses and student learning objectives. Computerized assessment systems that measure abilities, skills, personality and values with comprehensive demographic information and self-evaluation tools are available for free or at a nominal fee. Some assessments can only be taken with a referral from a counselor at Saddleback and a scheduled appointment to review the results. Career Counseling is available by appointment during the Spring and Fall semesters.

**Re-Entry Services** (Women's Resource Services) helps men and women who are searching for ways to return to school, change careers, or find new direction and support in their lives. The Re-Entry Services Program acts as a liaison for students which may include relationships with the Employment Development Department (EDD), inmate correspondence, international students, English as Second Language students, crisis intervention team, health services, and the Women's Studies Department on campus. The program provides advisement and referrals to on-campus resources, finding a career direction, and an overall assessment of barriers that prevent a student from being successful in college. Additionally, it provides updated lists of low cost and sliding scale community resources and programs to address the student's needs. Workshops, support groups, and specialized Re-Entry scholarships are available for re-entry students. The program is particularly committed to expanding student awareness of opportunities for those who are underrepresented or returning to complete educational training as well as overcoming life barriers. Individual appointments are available and are recommended to be scheduled in advanced.

### Child Development Center

The Child Development Center offers educational opportunities and services primarily for registered pre-school children of Saddleback College students. Faculty and staff of SOCCCD and community members may also utilize the center. This program recognizes and supports the fact that parents with children are enrolled at the college. Furthermore, proper care for a child is often a determining factor in a parent's decision to attend and succeed in entering college or a career. The center provides an educational experience and includes activities such as art, music, cooking, language arts, and science. Children eligible for enrolling in the pre-school program must be at least 18 months of age and may remain in the program up to their entrance into kindergarten.

Priority is given to parents who have first registered at Saddleback (for 6 or more semester units). Additional to the program for children of Saddleback College students, space is available for faculty and staff of SOCCCD and community (non-student) members seeking a positive educational child development environment for their children. All interested parents from throughout the community are encouraged to contact the center for further information, including program options and current fee schedule.

The center is located at the south end of the campus on College Drive East (Parking Area 1A). For more information call 949-582-4582 or visit [www.saddleback.edu/cdc](http://www.saddleback.edu/cdc).

### Counseling Services

Saddleback College provides complete counseling and career development services. These services include individual and/or group counseling for personal concerns and career decision-making; assistance with educational program planning and course selection; preparation for transfer, a degree, or a specific job; and assistance with beginning or returning to school. Students are encouraged to avail themselves of these services.

A major function of counseling is to provide students with information about themselves to assist them to succeed in their studies. Accurate information is essential in planning. Counselors serve as valuable resources in this process.

Counselors are available day and evening, either by appointment or on a walk-in basis. Appointments are especially recommended well in advance of registration periods. Online counseling is available at [www.saddleback.edu/counseling/ecounselor](http://www.saddleback.edu/counseling/ecounselor). Online counseling may not be used for such tasks as evaluating transcripts or personal counseling, but can be very useful for obtaining answers to a wide variety of counseling-related questions.

Saddleback College students wishing to make an appointment may call or stop by the Counseling Office located in the Student Services Center, Room 167. The number is 949-582-4572. Students may also make an appointment online:

1. Go to the Saddleback College Home Page
2. Click on New Students
3. Click on Counseling Services
4. Click on Make an Appointment

Credit courses listed under Counseling are offered to assist students in gaining the most from college. For example, COUNS 140 is a course designed to help orient the student to college life and assist them in education and vocational planning. In addition, there are opportunities for students to enroll in courses in Counseling in such areas as career planning, study skills, testing, decision-making, and the helping relationship. Seminars and workshops on many related topics are also available.

## Disabled Student Programs and Services (DSPS)

The DSPS Program at Saddleback College provides support services and specialized instruction for students with disabilities. Documented verification of disability is required, and students must apply in the DSPS office to determine eligibility. Students with a disability who believe they may qualify for a course substitution should contact a DSPS counselor or specialist in SSC 113.

The following support services are available for eligible students at Saddleback College: academic, personal, and career counseling; priority registration; accommodated testing; mobility orientations and campus-accessibility maps; notetaking, reader, and transcription services; printed enlargement; alternative media production; adapted computer labs; sign-language interpreter services; and liaison with faculty and community agencies. In addition, DSPS offers specialized courses in strategy training, basic skills, and adapted computer and adapted kinesiology (formerly physical education). Arrangement for support services must be made in advance. Access and medical parking permits can be obtained at the Campus Safety Office.

For further information on services and instruction for students with disabilities at Saddleback College, contact the DSPS office in the Student Services Center, Room 113, or call 949-582-4885 or Telecommunication Device for the Deaf 949-582-4833, video phone 949-482-4430, or visit our website at [www.saddleback.edu/dsps](http://www.saddleback.edu/dsps).

Any concern regarding access to programs and services should be directed first to the Coordinator of DSPS (949-582-4885), second to the Dean of Transfer, Career, and Special Programs (949-582-4418) and finally, if not resolved, to the Vice President of Student Services (949-582-4567) who is the 504 Officer/ADA Coordinator, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692.

## Escort Service

Saddleback College provides a Security Escort Service between classrooms and other areas of the campus. Students wishing to use this service should call 949-582-4585 to make arrangements for a security escort.

## Extended Opportunity Programs and Services (EOPS)

EOPS is a state-funded program which serves students who are educationally and financially disadvantaged. A main objective of EOPS is to ensure participants equal access to success while achieving a certificate, Associate of Arts or Science (AA/AS) degree, and/or meeting four-year university transfer requirements. This special program provides services that assist qualified students in overcoming obstacles to a college education. These services may include academic, career, and personal counseling; book service; priority registration and assistance in transferring to four-year colleges and universities. Interested students should apply at the EOPS office in the Student Services Center, Room 126, or call 949-582-4620 for information or visit our website at [www.saddleback.edu/eops](http://www.saddleback.edu/eops).

## Cooperative Agencies Resources for Education (CARE)

As a supplement program of EOPS, CARE provides educational support services for EOPS-eligible students who are single heads of households receiving CalWORKs (California Work Opportunity and Responsibility to Kids). More information is available at the EOPS office in the Student Services Center, Room 126, or call 949-582-4620 or visit our website at [www.saddleback.edu/eops/care-program](http://www.saddleback.edu/eops/care-program).

## Food Services

The Saddleback College Cafeteria/Food Court is located in the Student Services Center and provides students with a full range of food services. Vending machines and coffee/food carts are located throughout the campus. Students' suggestions for food service may be submitted through participation on the Food and Beverage committee, Student Development Office, or directly to the cafeteria manager. Catering of special events is also offered by the cafeteria.

## Health Services

Saddleback College Student Health Center embraces student success by providing confidential, high quality medical and psychological services to all currently enrolled students who have paid their health fee.

The student health fee is state mandated for all students who take on-campus classes and may be voluntarily paid by student taking off-campus or distance education classes who want to use the services provided by the Student Health Center.

A team of licensed medical physicians, registered nurses, and clinical psychologists along with intern therapists provides acute short-term care. Services include basic urgent care medical interventions and treatment, including pharmacy, laboratory, immunizations, women's health examination including PAP tests and birth control and physical examinations. Additionally, mental health services include crisis intervention, individual, couple, and family psychological therapy and testing. The Student Health Center also offers private health education, vision and hearing screenings, emergency first aid, insurance for college-related injuries, HIV and all other STD testing as well as alcohol, drug and other substance abuse prevention, intervention, and support services.

The Student Health Center maintains webpages and current literature on a wide variety of health topics, including the Saddleback College publication, Sexual Assault Education, Victim Survival Guide and Campus Reporting Protocol (California Education Code, Section 67385).

The Student Health Center is located in the Student Services Building Room 177. Appointments are recommended and can be made by calling (949) 582-4606.

## International Students Office

The International Student Office provides services to international students who hold F-1 (student visas) by assisting them in the admissions, assessment, and orientation processes and with home-stay and visa applications as well as in the preparation of documents required by the United States Citizenship and Immigration Services. The office is located in the Student Services Center, Room 107. For more information, please call (949) 582-4637 or visit our website at [www.saddleback.edu/iso](http://www.saddleback.edu/iso).

## Learning Resource Center Tutoring

LRC tutoring provides free tutoring for Saddleback College students. Varied tutoring services are available to satisfy student needs: drop-in, one-to-one, groups, exam review sessions, and faculty led skills workshops.

Free tutoring, located in LRC 212, is provided during the fall, spring, and summer terms. The LRC is closed weekends. More information is available by calling 949-582-4519, or by visiting our website at [www.saddleback.edu/tutoring](http://www.saddleback.edu/tutoring).

## LRC Tutoring Computer Skills Lab

The Learning Assistance Center, located in LRC 258, offers students the opportunity to use software specific to course assignments, access computers and the Internet, and strengthen their knowledge of technology by learning more about Blackboard, MySite, and how to be successful in online classes. Qualified personnel will assist students with their learning needs. For more information call 949-582-4441 and visit the LRC Tutoring website [www.saddleback.edu/tutoring](http://www.saddleback.edu/tutoring).

## Library Services

The Saddleback College Library's mission is to assist students and faculty with their research and personal information needs. The Library is located on the third floor of the renovated Library/LRC Building. For complete information about library resources and services visit the website at [www.saddleback.edu/library](http://www.saddleback.edu/library), or call 949-582-4314.

## Borrowing and Renewing Materials

District students, faculty, and staff may borrow circulating materials with a valid photo ID. Valid users may check out up to nine items in the circulating collection for a period of three weeks. Items (not overdue or for which there is a hold by another user) may be renewed once, in person or by phone.

## Fees, Fines, and Holds

Overdue items result in a "hold" on student records that prevents students from registering, adding, dropping classes, and/or receiving grades, transcripts, or diplomas (California Education Code §72337). To remove the "hold," a fee will be charged for each overdue item as follows: general collection books – \$5; reserve textbooks – \$5 per day to a maximum fine of the price of the book; lost/damaged items – price of the item plus a \$10 processing fee (late fees will apply as well).

## Student-Faculty Conferences

The full-time faculty members of Saddleback College maintain office hours during the fall and spring semesters to consult with students concerning class assignments, methods of studying in particular courses, review of test results, other measures of academic achievement, and advisement for program planning when appropriate. Check with the division office for faculty members' scheduled office hours.

## Student Financial Assistance Program

The Financial Assistance Office is here to provide students and the community a better understanding of financial aid programs and services available. We value and take pride in the diversity of our students and the support we provide in promoting student success. There are many financial aid programs that can help students with fees, books, supplies, transportation, housing, and other related educational expenses.

All students may be eligible for some form of assistance based on their financial need. Students may apply for aid by filing a Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.gov](http://www.fafsa.gov).

### Basic Student Eligibility Requirements for Federal Student Aid

- Be enrolled as a regular student in an eligible program which includes certificate, associate in arts degree, or transfer programs
- Cannot also be enrolled in elementary or secondary school
- Have a high school diploma or equivalent
- Make satisfactory academic progress
- Meet enrollment status requirements
- Have resolved any drug conviction issue
- Be a citizen or eligible noncitizen
- Have resolved any default on a FSA loan or overpayment
- Have a valid social security number
- Men aged 18-25 must register with the Selective Service System or meet exemption requirements
- Resolve any conflicting information

There are also program-specific eligibility requirements that may be required.

To be considered for financial aid, students must complete the Free Application for Federal Student Aid (FAFSA) or the renewal application. These applications are usually available beginning in January for the following academic year. If a student is interested in a State of California Grant, the FAFSA and a GPA verification form must be completed. The Cal Grant program deadline is March 2nd of each year.

For students who miss this deadline, there is a second opportunity only for community college students to apply for Cal Grants. The deadline for this is September 2nd.

The FAFSA is the application for the following Federal and State programs:

### Federal Programs

**Federal Pell Grants** are awarded to eligible undergraduate students who do not have a bachelor's degree, or professional degree. The amount of money awarded is based upon a student's Expected Family Contribution (EFC), the number of units enrolled, and the cost of attendance.

**Federal Supplemental Educational Opportunity Grant (FSEOG)** is awarded to eligible Pell Grant recipients with exceptional financial need. It is awarded on a "first-come, first-served" basis and is dependent upon funds available. Students must have a zero EFC and be enrolled in at least six units to receive the funds.

**Federal Work-Study (FWS)** is a program with limited funding which provides employment to help pay for part of a student's educational costs. This program is based on financial need and, if awarded, is part of a student's award package. Students on FWS may work approximately 10 hours per week on campus.

**William D. Ford Federal Direct Subsidized and Unsubsidized Loans** must be repaid. Students must complete a Free Application for Federal Student Aid (FAFSA) first. Once a student receives a financial aid award letter, the student may apply for a student loan at [www.saddleback.edu/fao/DirectLoanprogram.html](http://www.saddleback.edu/fao/DirectLoanprogram.html). The amount of loans range from \$3,500 to \$10,500 per academic year. Loan amounts will be determined at the time the Financial Aid Office certifies a loan application.

Both entrance and exit counseling are requirements of the William D. Ford Federal Direct Loan Program. Students must maintain at least half-time enrollment status to receive a loan. Once a student receives loan funds, the student must maintain reasonable progress toward a certificate, associate degree, or transfer program. In reviewing a request for any loan, the Financial Aid Office may use "professional judgment" to deny a student a loan on a case-by-case basis. If denied a loan, a student will receive a letter from the Financial Aid Office indicating the reason(s) for the loan denial.

### State Programs

**Board of Governors Fee Waiver (BOGFW)** is a program that provides assistance with mandatory enrollment fees for the entire academic year (summer, fall, and spring semesters). There is no limit to the number of units that are covered by the BOGFW.

To receive this assistance, students must complete a Fee Waiver Application or must have applied for financial aid through the FAFSA or the California Dream Act, and be a California resident or an eligible AB 540 student.

For more information, contact the Financial Aid Office, or visit our web page at [www.saddleback.edu/fao](http://www.saddleback.edu/fao).

**The Cal Grant Program** is a state funded educational opportunity program to assist students in paying for a college education. There are entitlement awards as well as competitive awards. Application deadlines are in early March and September for community college students.

All basic Cal Grant eligibility requirements are as follows: a) be a California resident, b) be a U.S. citizen or eligible non-citizen, c) meet U.S. Selective Service requirements, d) attend a qualifying California postsecondary institution, e) be enrolled at least half-time, f) maintain satisfactory academic progress as defined at the school of attendance, g) have family income and assets below the established ceilings, h) not be in default on any student loan, i) not owe any federal or state grant refund, and, j) not have a bachelor's or professional degree before receiving a Cal Grant (except for extended Cal Grant A or B awards for a teaching credential program).

**Cal Grant B Entitlement Awards** are for every graduating high school senior who has at least a 2.0 GPA, meets all the Cal Grant requirements and applies by March 2 within one year of graduating (or receiving their GED). This Entitlement Award provides up to \$1473 for books and living expenses for the first year. Beginning with the second year of Cal Grant B benefits, this award also helps pay for tuition and fees at public or private four-year colleges or other qualifying institutions.

**Cal Grant B Competitive Awards** are for students who aren't eligible for the Entitlement awards. Awards are for students who have at least a 2.0 GPA, meet all the Cal Grant requirements and apply by either the March 2nd or September 2nd deadline. The award provides up to \$1473 for books and living expenses for the first year. Beginning with the second year of Cal Grant B benefits, this award also helps pay for tuition and fees at public or private four-year colleges or other qualifying institutions.

**Cal Grant C Awards** are available to assist students with tuition, fee, and training costs for occupational or vocational programs. The \$547 Cal Grant C award provides for books, tools, and equipment. To qualify for Cal Grant C awards, students must meet basic eligibility requirements and be enrolled in a vocational program that is at least four months in length. For more information, visit the California Student Aid Commission website at [www.csac.ca.gov](http://www.csac.ca.gov).

**The California Chafee Grant Program** gives up to \$5,000 annually in free money to foster youth and former foster youth to use for vocational school training or college courses. To apply, you must be eligible, or have been eligible for foster care, between your 16th and 18th birthday, and not have reached your 22nd birthday as of July 1 of the award year.

### Scholarships

Scholarships are like grants; they do not have to be repaid. The Financial Aid Office is the steward of a number of scholarships that may or may not require financial need. Applications are available in the Financial Aid Office. For information on scholarships, visit [www.saddleback.edu/fao/scholarship-information](http://www.saddleback.edu/fao/scholarship-information).

### Return of Title IV Funds (HEA)

Title IV funds are awarded to students under the assumption that they will attend school for the entire period for which the financial aid is awarded. When a student withdraws, the student may no longer be eligible for the full amount of Title IV funds that the student was originally scheduled to receive.

"Return of Title IV funds" will require repayment of Title IV funds, (Federal Financial Aid).

Any aid recipient who needs to withdraw from all classes should contact the Admissions and Records Office and the Financial Aid Office. Recipients are encouraged to discuss alternatives to withdrawing from class(es) with their instructor(s) or a counselor before making a final decision.

For additional information on Title IV requirements, please contact the Student Financial Assistance Office, in the Student Services Center, Room 106, phone 949-582-4860.

### Grant Over-Awards

There are occasions when students receive financial aid payments based upon misreported information. This results in a grant over-award. Examples of misreported information include inaccurate or omitted income, prior loan defaults or grant overpayments, having a bachelor's degree, not having a high school diploma or GED, forged signatures, and unsatisfactory academic progress, just to name a few.

Students who receive grant funds due to misinformation as noted above are required to repay THE ENTIRE SUM RECEIVED.

### To Maintain Financial Aid Eligibility

In accordance with federal regulations, each student receiving financial aid is expected to maintain satisfactory and measurable academic progress, whether or not the student is a prior recipient of financial aid. Failure to meet federal standards will result in the denial of aid, except the BOGFW program. Academic progress for Saddleback College students is evaluated at the end of each term.

Satisfactory and measurable academic progress is defined as successfully maintaining cumulative GPA (grade point average) of 2.0 (C or greater) and complete 70% (or more) of all units attempted. Also, a student cannot exceed 150% of the maximum time frame as stated in the student educational objective.

## Student Payment Office

The Student Payment Office is in the Student Services Center, Room 208.

The SPO —

1. Collects student fees and fines
2. Processes refund requests
3. Disburses financial aid checks
4. Processes payment deferral requests
5. Posts and removes fiscal holds (these are holds for non-payment) on student accounts

In addition, all student account audits and changes to student accounts are done by the SPO. For further information, please call 949-582-4870 or visit our webpage at [www.saddleback.edu/spo](http://www.saddleback.edu/spo).

## Student Permanent Photo Identification (ID) Cards

Saddleback College issues student identification cards to be used for college services including the library. To be issued a one-time permanent photo identification card, students must be currently enrolled at Saddleback College and have Saddleback College as their College of Record. Student photos may be taken in the Office of Admissions and Records (SSC 102) during normal business hours. To have a photo taken, students must bring a picture ID (e.g. driver's license or passport) for identity verification and their student ID number. For questions, contact the Office of Admissions and Records at 949-582-4555 or [scadmissions@saddleback.edu](mailto:scadmissions@saddleback.edu).

## Transfer Center

The Transfer Center provides services, workshops, and special events for students preparing to transfer to four-year colleges and universities. Transfer Center counselors and representatives from four-year colleges and universities offer specialized counseling in Associate Degrees for Transfer (AA-T/AS-T); college applications and personal statements; Honors Program; and Transfer Admission Guarantees (TAG).

The Transfer Center offers workshops on the following topics: CSU and UC Applications; Degree with a Guarantee Program; Personal Statements; Transfer Financial Aid; Specialized High School Workshops; Honors Program; Post-Application; TAG; USC and Common Application. The Transfer Center hosts college fairs each semester which attract over 80+ CSU, UC, In-State Private, and Out-of-State colleges and universities.

The Transfer Center also provides counseling and resources for students who are preparing for a career in teaching.

For more information visit us in SSC 225B, call us at (949) 582-4328, visit our website at [www.saddleback.edu/transfer](http://www.saddleback.edu/transfer) or email us at [scto@saddleback.edu](mailto:scto@saddleback.edu).

## Veterans Administration (VA) Education Benefits

The Veterans Office provides assistance to students by completing the paperwork required for VA education benefits. Students who qualify for VA education benefits are encouraged to take advantage of their entitlement. In addition to providing education benefits to veterans, this office assists veterans, spouses, and children apply for VA education benefits to which they are entitled.

The Veterans Office is located in the Student Services Center (SSC), Room 208. The phone number is 949-582-4871. This is a college service office, not a branch of the federal government.

The Tuition Assistance (TA) program for active duty military personnel is processed through the Veteran Office. Active-duty military personnel using the TA program must submit a Military Tuition Assistance form to the Veterans Office. This form must be signed by the person's Commanding Officer, and by the base Joint Education Officer. This form is available on-base at the base Education Office.

## Veterans Education and Transition Services (VETS)

Saddleback College is committed to easing the transition process and providing opportunities for success to our United States military Veterans. The VETS Program directly provides support services and acts as a bridge to external support services for student Veterans, active military personnel, and their loved ones. VETS Program services include yet are not limited to: new student guidance, Veterans counseling, scholarship assistance, a link to the Veterans Club, Veterans outreach, and a venue for community building. Saddleback College also offers a "Boots to Books" course which integrates Veterans specific topics into the curriculum of Applied Psychology 140 (3 units; CSU transferable). The VETS Program hosts events aimed at reintegration into civilian and college life.

The VETS Center is located in the Student Services Center, Room 207. For more information, phone 949-582-4252, visit our website at [www.saddleback.edu/vets](http://www.saddleback.edu/vets), or email us at [vetsoutreach@saddleback.edu](mailto:vetsoutreach@saddleback.edu).



## Student Activities/College Life

### Alumni Association

The mission of the Alumni Association is to help re-establish old friendships while supporting the College. The Alumni Association hosts a variety of events and activities throughout the year that bring former and current students together. For more information, contact the Alumni Association Office at 949-582-4284.

### Alumni Network

Reconnect with former classmates and professors that made your college experience a great one. The Saddleback College Alumni Network provides a convenient and fun way to keep in touch with Saddleback College and provides opportunities to network with other alumni in your field. Connect with people who share similar interests and keep up-to-date on Saddleback College news and events. Joining is easy. Contact the Saddleback College Foundation at (949) 582-4479 or email [saddlebackfoundation@saddleback.edu](mailto:saddlebackfoundation@saddleback.edu).

### Arts and Media

Students can get hands-on experience in various aspects of visual and performing arts, whether their passion is in performing or behind-the-scenes work. Participate in the production of a number of shows at the 405-seat McKinney Theatre in a multitude of disciplines. Saddleback also has two radio stations — KSBR, an on-air station, and OCRockRadio.com, an internet station — and is the only college in the area that allows students to audition for on-air shifts. For students interested in television, Saddleback provides the opportunity to create programming for Channel 39, the college's TV station. Students can also compete in national speech and debate tournaments, or display and sell their art in the campus' Art Gallery.

### Associated Students of Saddleback College

Saddleback College supports the organization of students known as the Associated Students of Saddleback College. The association promotes the following objectives:

1. To serve as an active student voice in the operation of the college, including both shared governance and the management of student activities.
2. To provide an opportunity for leadership experience and training for students.
3. To enhance, wherever possible, the general excellence of the college, uniting the interests of all persons — faculty, administration, local residents, and students.

### Associated Student Government

The Associated Student Government (ASG) plans, organizes, promotes, sponsors, and finances a comprehensive program of activities and services for all Saddleback College students. Participating in ASG and Campus Clubs gives students the opportunity to learn valuable leadership, organizational, and communication skills which will enhance their college experience and provide a foundation for their future. ASG also provides an excellent opportunity to have a voice in policy making on the campus. ASG, along with numerous campus clubs, participate in the planning and execution of special events such as: Blood Drives, Club Fairs, Homecoming, Earth Day, Multicultural Day, Campus-Wide BBQs, and many more. ASG leaders are also actively involved in various campus-wide governance committees. The Associated Student Government Board of Directors meets on Thursday afternoons in SSC 211C. The meetings are open to the public.

### Associated Student Body Gaucho Stamp

The Associated Student Body Gaucho stamp provides an excellent program of activities and services. The funding for this program comes, in part, from the sale of the ASB stamp. Students are encouraged to purchase the stamp during online registration or at the ASG office, SSC 210, during posted hours. This stamp provides the holder with free admission to athletic events as well as special discounts on many other college events. The stamp is placed on the student ID when picked up from the Student Development office. A receipt must be presented to redeem. In addition, each stamp holder will receive a FUND card comprised of \$160 of local discounts. For additional information, please contact Student Development, SSC 210 at 949-582-4616.

### Athletics and Related Activities

Saddleback College fields 19 intercollegiate athletic teams which compete in the most competitive community college conferences in the nation. Participation on these intercollegiate athletic teams is open to any Saddleback College student enrolled in 12 or more units (other eligibility rules apply).

Men's intercollegiate teams include: Baseball, basketball, cross country, football, golf, swimming and diving, tennis, track and field, and water polo. Women's intercollegiate teams include: Basketball, cross country, golf, fastpitch softball, swimming and diving, tennis, track and field, volleyball, sand volleyball, water polo, and soccer.

The athletic programs are supported in part by the Associated Student Body at Saddleback College.

For more information on the athletic program, please contact either the Athletic Department 949-582-4547 or the Sports Information Office 949-582-4490.

### College Student Organizations/Clubs

Serving as a leader to a college club has proven to increase one's chances of gaining admissions in to a 4-year university by demonstrating a well-rounded student of academics, extra-curricular activities and leadership skills.

Student clubs are initiated and run by students who wish to gain leadership experience. To start a club, visit [www.saddleback.edu/clubs](http://www.saddleback.edu/clubs) or the Student Development Office, SSC 210.

Each month current clubs can be found recruiting and sponsoring programs on the Quad. For more schedule of events and information, please visit [www.saddleback.edu/clubs](http://www.saddleback.edu/clubs) or the Student Development Office, SSC 210.

### Cultural Activities

The Associated Student Government is home to the Diversity Student Council that upholds the mission to promote cultural awareness of all persons on the campus. Typical programs include: Black History, Latin Heritage, Native American Awareness, Multicultural Experience, musical and dramatic programs, art shows, and many other outstanding cultural programs. These programs are open to the college and community and are supported through the sale of ASB stamps and ASG funding. Please visit the ASG Diversity Student Council on the web at [www.saddleback.edu/asg](http://www.saddleback.edu/asg).

## Honor Societies

As part of its commitment to academic excellence, Saddleback College is home to a growing number of prestigious student honor societies. These honor societies are national organizations with local chapters on campus.

The three campus-wide honor societies, Alpha Gamma Sigma, Phi Theta Kappa and Psi Beta are involved in community and college service activities, scholarship fund-raising, social activities, and leadership development. They are open to day and evening students, whether part-time or full-time. Within each society, scholarships are available either from the local chapter, the parent society, or four-year colleges and universities that reserve scholarship monies for society members. Membership is noted on Saddleback transcripts.

Alpha Gamma Sigma, the California community-college honor society, was established in 1922 as an extension of the California Scholarship Federation. It has had a strong presence on the Saddleback campus for many years. Students who have completed 12 semester units and have a cumulative GPA of 3.0 may apply to join Saddleback's Sigma Epsilon chapter. In order to maintain membership, students must apply and pay dues each semester.

Phi Theta Kappa, the international community-college honor society, was established in 1918 and now has over 1200 chapters. Chartered in December 1996, Saddleback's Beta Epsilon Beta chapter was the largest at induction in the society's history. Students with a minimum 3.50 cumulative GPA and at least 12 units are invited to join.

Psi Beta, the national community-college honor society was established in 1919 and has had a strong presence on the Saddleback College campus for many years. Students with a cumulative GPA of 3.0, 12 units, and are currently enrolled in a psychology course are invited to join. In order to establish membership, students must apply and pay the once-in-a-lifetime national membership dues.

For further information about Alpha Gamma Sigma and Psi Beta, or starting another honor society, contact the Saddleback College Student Development Office (SSC 210) at 949-582-4616 or visit [www.saddleback.edu/clubs](http://www.saddleback.edu/clubs).

For further information about Phi Theta Kappa, contact the Liberal Arts Division (LRC 344) at 949-582-4788.

Students should note the difference between these honor societies and the Saddleback Honors Program. The Honors Program provides advanced coursework and transfer opportunities to qualified students. For information about the Honors Program, see the Honors Program page in this catalog.

## Media and Publications

Several publications are available to the College and community. The "Lariat", a standard-size newspaper published by journalism students, is distributed weekly during the regular academic year. Journalism program students also publish a magazine, "Orange Appeal" once a year in the spring semester. In addition, the Liberal Arts division publishes "Wall", a literary journal featuring the creative writing and artwork of Saddleback English students. Once yearly, the ESL (English as a Second Language) department produces "International Voice," a compendium of student-written essays.

Saddleback College's own Channel 39 on Cox Cable broadcasts telecourses, district events, and film and television projects by students in the Cinema/Television/Radio Department, which include many film/video festival winners. The radio program in Cinema/TV/Radio is built around Saddleback College's on-air radio station, 88.5FM KSBR, and its Internet radio station, OCRockRadio.com. Students are eligible to apply for various positions at the stations, including on-air broadcasting, programming, promotions, sales, and music — an opportunity few other colleges can offer.

## Student Development and Campus Life

The Student Development Office is committed to the philosophy that students who participate in the life of a college excel academically, personally and professionally. Students who participate in co-curricular activities, building relationships with faculty, staff, and peers are most likely to stay in school and persist to graduation. Therefore, the Student Development Office exists to support the leadership and personal development of our students through opportunities such as the Associated Student Government (ASG) and campus clubs.





## Students' Rights and Responsibilities

This process is under review by the South Orange County Community College District at the time of this printing. Please refer to the Student Services website for the current process and timelines.

### Rules and Regulations for Student Behavior

Saddleback College students are responsible for regulating their own conduct and for respecting the rights and privileges of others in accordance with the Code of Conduct set by the district Board of Trustees (AR 5401). Saddleback students are expected to conduct themselves in a manner compatible with the function of the college as an educational institution and respect and obey all civil and criminal laws. Failure to show respect for the standards as set forth by Saddleback College is cause for disciplinary action.

### Code of Conduct

In compliance with California Education code Section 66300 and in keeping with the above, the following regulations have been established to effectively and efficiently guide the approved educational programs, approved student activities, and community services.

Students may be disciplined for one or more of the following causes related to college activity or attendance:

- A. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open defiance of the authority of district personnel.
- B. Assault, battery, or any threat of force or violence upon a student, district personnel, or an authorized visitor.
- C. Willful misconduct resulting in injury or death to a student or district personnel or an authorized visitor, or willful misconduct resulting in damage, defacing, theft, or other injury to any real or personal property owned by the District, or district personnel, or students in attendance at the colleges or programs of the District.
- D. The unlawful use, sale, or possession on district property or presence on district property while under the influence of any controlled substance or any poison classified as such by state or federal law.
- E. Smoking in an area where smoking has been prohibited by law or by policy of the Board of Trustees or administrative regulation.
- F. Disorderly, lewd, indecent, or obscene conduct on district property or at district sponsored functions.
- G. Sexual assault (as defined in Board Policy 5404) on any student or employee of the District, on campus or off-campus grounds or facilities maintained by the District.
- H. The possession or use of any firearms, explosives, dangerous chemicals, deadly weapons, or other potentially harmful implements or substances while on district property or at a district-sponsored function without the prior authorization of the disciplinary officer.
- I. The obstruction or disruption, on or off campus, of any educational or administrative process or function of the District.
- J. Physical abuse, on or off campus property, of the person or property of any member of the campus community or of members of his or her family or the threat of such physical abuse when related to a district program or activity.
- K. Misrepresentation of oneself or of an organization as an agent of the District.
- L. Soliciting or assisting another to do any act which would subject a student to discipline.
- M. Use, possession, or distribution of alcoholic beverages and/or illegal narcotics/drugs on district premises, or at district-sponsored events, or appearance on district property or at district sponsored events while under the influence of alcohol or illegal narcotics/drugs unless otherwise provided by law and district policy.
- N. Unauthorized recording, dissemination, and publication of academic presentations or materials. This prohibition applies to a recording made in any medium.
- O. Actions of force or threat of force to injure, intimidate, oppress or threaten because of the other person's race, color, religion, ancestry, national origin, disability, gender, or sexual orientation, or because of the perception that the other person has one or more of these characteristics.
- P. Academic dishonesty, including, but not limited to falsification, plagiarism, cheating or fabrication, which compromises the integrity of an assignment, a college record or a program.
  - a. Falsification involves any conduct in academic work, records or programs that is intended to deceive, including, but not limited to, the following acts:
    1. forging signatures on official documents such as admissions cards and financial aid applications.
    2. changing or attempting to change official academic records without proper sanction.
    3. misrepresenting or falsifying successful completion prerequisites.
    4. providing false information, such as immigration materials, during the admission or matriculation process.
    5. falsifying one's identification or falsely using another's identification.
    6. logging in or otherwise gaining access to a computer, computer network or protected web site using the password or identity of another.
    7. citation of data or information not actually in the source indicated.
    8. including in a reference list of works cited a text or other information source which was not used in constructing the essay, paper or other academic exercise.
    9. submission in a paper, lab report or other academic exercise of falsified, invented, or fictitious data or evidence, or deliberate and knowing concealment or distortion of the true nature, origin, or function of such data or evidence.
    10. submitting as the student's own work any academic exercises (e.g., written work printing, sculpture, etc.) prepared totally or in part by another.
    11. taking a test for someone else or permitting someone else to take a test for a student.
  - b. Plagiarism is any conduct in academic work or programs involving misrepresentation of someone else's words, ideas or data as one's original work, including, but not limited to, the following:
    1. intentionally representing as one's own work the work, words, ideas or arrangement of ideas, research, formulae, diagrams, statistics, or evidence of another.
    2. taking sole credit for ideas and/or written work that resulted from collaboration with others.
    3. paraphrasing or quoting material without citing the source.
    4. submitting as one's own a copy of or the actual work of another person, either in part or in entirety, without appropriate citation (e.g., term-paper mill or internet derived products).
    5. sharing computer files and programs or written papers and then submitting individual copies of the results as one's own individual work.
    6. submitting substantially the same material in more than one course without prior authorization from each instructor involved.

7. modifying another's work and representing it as one's own work.
- c. Cheating is the use of any unauthorized materials, or information in academic work, records or programs, the intentional failure to follow express directives in academic work, records or programs, and/or assisting others to do the same including, but not limited to, the following:
  1. knowingly procuring, providing, or accepting unauthorized examination materials or study aids.
  2. completing, in part or in total, any examination or assignment for another person.
  3. knowingly allowing any examination or assignment to be completed, in part or in total, for himself or herself by another (e.g., take-home exams or on-line assignments which have been completed by someone other than the student).
  4. copying from another student's test, paper, lab report or other academic assignment.
  5. copying another student's test answers.
  6. copying, or allowing another student to copy, a computer file that contains another student's assignment, homework lab reports, or computer programs and submitting it, in part or in its entirety, as one's own.
  7. using unauthorized sources of information such as crib sheets, answers stored in a calculator, or unauthorized electronic devices.
  8. storing answers in electronic devices and allowing other students to use the information without the consent of the instructor.
  9. employing aids excluded by the instructor in undertaking course work.
  10. looking at another student's exam during a test.
  11. using texts or other reference materials (including dictionaries) when not authorized to do so.
  12. knowingly gaining access to unauthorized data.
  13. altering graded class assignments or examinations and then resubmitting them for regrading or reconsideration without the knowledge and consent of the instructor.
- Q. Contravention of Copyright Laws.
- R. Violation of District Board Policies and Administrative Regulations.

## DISCIPLINARY PROCEDURES

### A. Initiation of the Disciplinary Process

A request for disciplinary action may be initiated in writing by district employees. When there is a violation of the Student Code of Conduct, the following procedures will be followed:

1. If the conduct occurred in the classroom, the instructor may remove the student from his or her class for that day and the next class meeting if the student interfered with the instructional process. Removal must be reported to the disciplinary officer immediately. If the student is a threat to self or to others, the instructor must contact Campus Police immediately. If the student removed is a dependent minor, the instructor may request that the student's parent or guardian attend a parent conference regarding the removal. Upon removal of a student, the instructor will give the student verbal and/or written notice of the reasons for the removal.
  2. If the conduct did not occur in the classroom, the district employee discovering the conduct will report the incident to the disciplinary officer and submit a written report on the appropriate form (i.e., Conduct Referral form). The report should include (a) date of the conduct, (b) location, (c) names of witnesses, and (d) a detailed explanation of the alleged misconduct along with a description of efforts made to correct behavior or action taken by employee.
  3. When the report of alleged misconduct is sent to the disciplinary officer, the officer will evaluate the information to determine if it alleges a violation of the District's student conduct policy and/or regulations. If the disciplinary officer determines that the report supports such allegations, a meeting will be requested with the student to provide the student an opportunity to respond to the allegations.
  4. The disciplinary officer will review all documentation related to the case to make a determination if disciplinary action is required.
  5. The disciplinary officer will send a notice by certified mail to the student charged with the violation when suspension or expulsion is recommended. This notice will include a written explanation of the incident and the charges that have been made (i.e., the specific conduct involved and the specific regulation(s) alleged to have been violated).
  6. The disciplinary decision is final and it is immediately in effect unless it involves termination of State and/or local financial aid, suspension, or recommendation of expulsion, in which case the student may appeal the decision to the Disciplinary Hearing Panel within ten days. In cases referred to the Panel by the disciplinary officer or in cases where the decision is appealed to the Panel, the procedures in Section V will be followed. The student may accept the penalty of suspension or expulsion without further hearing and without admitting participation in the conduct charged.
- ### B. Range of Disciplinary Actions
1. Verbal reprimand: A warning that the conduct is not acceptable.
  2. Written reprimand: Becomes part of the student file for a minimum of five years or longer at the discretion of the disciplinary officer and is considered in the event of future violations.
  3. Mental Health Clearance: Mental health clearance may be required before a student is readmitted to a particular class or allowed to be on district property. The disciplinary officer (or designee) must receive a letter from a licensed mental health professional stating that in his or her professional judgment, the student will no longer continue the behavior which gave rise to the disciplinary action or that the student's presence on campus is not a threat to himself or herself or others. The mental health professional must be licensed by the State of California. The student shall bear the cost and expense of obtaining mental health clearance.
  4. Disciplinary Probation: A specific period of conditional participation in campus and academic affairs, which may involve any or all of the following:
    - a. Ineligibility for all student government roles;
    - b. Removal from any student government position;
    - c. Revocation of the privilege of participating in district and/or student-sponsored activities;
    - d. Ineligibility for membership on an athletic team;
    - e. Limitation of courses and/or instructors the student may take.
  5. Suspension: The Board of Trustees or the disciplinary officer may suspend a student for cause as provided in Section III. Suspension may involve:
    - a. Removal from one or more classes for the remainder of the academic term.
    - b. Removal from all classes and activities of the District for one or more terms. During this time, the student may not be enrolled in any class or program within the District.

6. Expulsion: The Board of Trustees may expel a student for cause as provided in Section III when other means of correction fail to bring about proper conduct or when the presence of the student causes a continuing danger to the physical safety of the student or others. Expulsion will be accompanied by a hearing conducted by the Disciplinary Hearing Panel.

#### APPEAL PROCESS

The student has the right to appeal the decision of the instructor or the disciplinary officer.

##### A. Appeal of an Academic Dishonesty Decision

1. The student has the right to file an appeal of a decision regarding academic dishonesty to the dean of the department or school in which the alleged dishonesty occurred. The appeal must be in writing and received by the dean within ten working days of the informal meeting with the instructor. A grade, however, is not a disciplinary action but an evaluation of work, and is not subject to appeal except as provided in the grade grievance process as set forth in Board policy 5505.
2. The dean may request that the instructor submit a written statement supporting his or her position.
3. Within thirty days of receipt of the request of appeal, the dean will arrange a meeting with the instructor and the student. If the instructor is no longer employed by the District, or is unavailable because of sabbatical or other leave, the dean will appoint another instructor in the same disciplinary area to assume the responsibilities of the instructor.

At the meeting, the evidence of academic dishonesty will be presented and every effort will be made to resolve the matter. In the absence of a resolution, the student may elect to follow the appropriate grievance or disciplinary appeal procedure as specified in Board policies and regulations.

##### B. Appeal of a Hearing Panel Decision to Suspend or Recommendation to Expel

The student may appeal a Hearing Panel decision in writing to the college president, within ten days of the decision/recommendation. The basis for the appeal will include evidence to support one or more of the following factors:

1. The decision lacks substantial basis in fact to support the findings,
2. There is substantial incongruity between the proposed sanction and findings,
3. There is substantial unfairness in the proceedings which has deprived the student of a fair and impartial process; and/or
4. There is newly discovered critical evidence, that despite due diligence on the part of the student, was not known at the time of the hearing.

The college president or the president's designee may decide the issue based solely on the written appeal. The decision will be made available to the student charged within ten days of receipt of appeal. The decision will be final except in the case of expulsion where final action will be taken by the Board of Trustees.

## Faculty Code of Ethics and Professional Standards

The following Ethical Principle and Standard of Conduct relating to the professional responsibility of faculty for students is endorsed by the Saddleback College Academic Senate. Conduct that departs from these principles is viewed by faculty as unacceptable because it is inconsistent with the mission of the college, and with the highest standards of professional conduct which we, as a faculty, are committed to maintain.

### Ethical Principle:

"As teachers, professors encourage the free pursuit of learning in their students. They hold before them the best scholarly and ethical standards of their disciplines. They demonstrate respect for students as individuals, and adhere to their proper roles as intellectual guides and counselors. Professors make every reasonable effort to foster honest academic conduct and to ensure that their evaluations of students reflect each student's true merit. They respect the confidential nature of the relationship between professor and student. They avoid any exploitation, harassment, or discriminatory treatment of students. They acknowledge significant academic or scholarly assistance from them. They protect their academic freedom." (American Association of University Professors Statement, 1990)

### Standards of Conduct:

- Faculty treat all students with fairness and respect.
- Faculty encourage the free exchange of ideas between themselves and students.
- Faculty conscientiously strive to be fair and balanced in their evaluation of student work.
- Faculty should not exploit their students for personal gain.
- Faculty should be fair and objective when providing references for students.
- Faculty shall not disclose information about students obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
- Faculty-student personal relationships are unethical when they hinder any student's academic progress or create a situation in which any student is either favored or negatively impacted on grounds other than academic performance.
- Because a teacher-student relationship is inherently unequal, a member of the faculty should not enter into a sexual relationship with his/her student while engaged in a professional relationship.
- Faculty have the obligation to meet classes as scheduled, to maintain office hours, and to provide reasonable means for student access to course information.

## Drug-Free Workplace Policy

The purpose of this regulation is to implement the provisions of the Drug-Free Workplace Act of 1988 (Public Law 100-690, 41 U.S.C. 5151, et seq.), which requires federal grant recipients to provide a drug-free workplace.

The Chancellor shall:

1. Distribute the following statement to all employees:

You are hereby notified that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, as defined in Schedules I-V of Section 202 of the Controlled Substances Act (21 U.S.C. 812), is prohibited in the workplace.

You are further notified that, as a condition of your continued employment in this district which accepts federal grants, you will abide by the terms of this statement, and will notify the district of any criminal drug statute conviction (including a plea of nolo contendere), occurring in the workplace. Said notice shall be delivered no later than five (5) days after such conviction.

The district will take appropriate personnel action, up to and including dismissal, against any employee found to have violated the provisions of this statement.

2. Establish a drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The district's policy of maintaining a drug-free work place;
  - c. Drug counseling, rehabilitation, and assistance programs available to eligible employees through the Employee Assistance Program; and
  - d. The penalties that may be imposed by the district on employees for drug abuse violations.

## Smoke Free Campus

It is the policy of the South Orange County Community College District to maintain a smoke free/tobacco free environment for all district sites. The use of cigarette and/or all tobacco products is prohibited within any District facility and/or on any property. This administrative regulation pertains to students, faculty, staff, administrators, visitors, and the general public attending events at any site within the district. Additionally, this policy shall apply to all District facilities or properties, owned or leased, regardless of location; and all state and auxiliary vehicles.

The following guidelines shall apply:

1. Smoking and the use of all tobacco products is prohibited in all District buildings and on all District property.
2. District owned or rented vehicles transporting students and staff for instructional/extra-curricular activities are considered non-smoking areas.
3. As new related medical research and information becomes available, this Administrative Regulation and corresponding Board Policy will be reviewed by the Student Health Centers and the Employee Wellness Program and distributed as appropriate.
4. The Student Health Centers will serve as referral agencies and provide guidance for students and staff as requested.
5. A district committee composed of representatives from the colleges and the district will review the regulations periodically.

Tobacco products include, but are not limited to, the burn-ing of any type of cigar, cigarette or pipe. In addition, the use of electronic cigarettes (vapor) and smokeless/chew-ing tobacco are also prohibited. Tobacco products shall not be commercially sold or distributed in any manner on any district site. This includes free samples distributed by vendors. Advertising and sponsorship of events by tobacco companies is also prohibited.

Violators of this regulation may be subject to a citation.

## Nondiscrimination and Harassment Policy

The South Orange County Community College District is committed to providing an academic and work environment free of unlawful discrimination and harassment. Federal and state laws and District policies afford students and employees the right to work or learn in an environment free from discriminatory intimidation, ridicule and insult.

The District prohibits illegal harassment including the acts of students, employees, and non-employees. Prompt and equitable action, including appropriate disciplinary action, will be taken against any student, employee (supervisory or otherwise), or agent of the District, who engages in such conduct. The action will be prompt, effective, and commensurate with the severity of the offense.

## General Harassment

Discrimination and/or harassment based on race, color, sex, gender, gender identity, gender expression, religion, national origin, ethnic group identification, ancestry, age, physical or mental disability, medical condition, military service, sexual orientation, marital status, pregnancy, or any legally protected characteristic, or the perception that a person has one or more of these characteristics is illegal and violates District policy.

Gender-based harassment does not necessarily involve conduct that is sexual. Any hostile or offensive conduct based on gender can constitute prohibited harassment. Harassment comes in many forms, including but not limited to the following conduct:

- Verbal: Inappropriate or offensive remarks, slurs, jokes or innuendoes based on a person's race, gender, sexual orientation, or other legally protected status.
- Visual or Written: The display or circulation of visual or written material that degrades an individual or group based on gender, race, nationality, sexual orientation, or other legally protected status.
- Environmental: A hostile academic or work environment exists where it is permeated by sexual innuendo; insults or abusive comments directed at an individual or group based on gender, race, nationality, sexual orientation or other legally protected status; or gratuitous comments regarding gender, race, nationality, sexual orientation or other legally protected status that are not relevant to the subject matter of the class or activities on the job.

- Physical: Inappropriate or offensive touching, assault, or physical interference with free movement. This may include, but is not limited to, kissing, patting, lingering or intimate touches, grabbing, pinching, leering, staring, unnecessarily brushing against or blocking another person, whistling or sexual gestures. It also includes any physical assault or intimidation directed at an individual due to that person's gender, race, national origin, sexual orientation or other protected status. Physical sexual harassment includes acts of sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion. Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability.

## Sexual Harassment

In addition to the above, sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other conduct of a sexual nature when:

- Submission to the conduct is made a term or condition of an individual's employment, academic status, or progress;
- Submission to, or rejection of, the conduct by the individual is used as a basis of employment or academic decisions affecting the individual;
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment; or
- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the college.

## Complaint Procedures

### Informal Procedures

The District strongly encourages students and staff who believe they are being harassed to file a complaint in a timely manner. Since failure to report harassment impedes the District's ability to stop the behavior, the District strongly encourages that such complaints be made within 30 days of the alleged incident. Any complaint not involving employment may be made orally or in writing within one year of the date of the alleged discrimination or harassment.

The District has established "designated officers" who are charged with receiving complaints. The designated officer will explain the rights and options available to the individual bringing charges of unlawful discrimination or harassment. If there is a simple misunderstanding or the individual does not wish to file a formal complaint, the individual may elect to pursue an informal resolution process. The informal process is not a prerequisite for filing a formal complaint.

An individual who feels they have been subjected to sexual assault may file a complaint with the police department in addition to any other complaint.

Individuals who believe they have been subjected to unlawful discrimination, including harassment, may report complaints to the designated officer for Saddleback College:

Vice President for Student Services  
28000 Marguerite Pkwy.  
Mission Viejo, California 92692  
949/582-4566

### Formal Procedures

If an informal process does not resolve the matter and/or the complainant wishes to pursue formal charges, he or she may elect to follow formal complaint procedures. The informal process may not be appropriate for complaints of sexual assault. Formal complaints of unlawful discrimination or harassment must be filed in writing on a form prescribed by the State Chancellor. Approved complaint forms are available from any one of the following sources:

Vice President for Student Services  
28000 Marguerite Pkwy.  
Mission Viejo, California 92692  
949/582-4566

Director of Human Resources  
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, California 92692  
949/582-4348 or 949/582-4850

**Saddleback College — [www.saddleback.edu](http://www.saddleback.edu)**

**South Orange County Community College District —  
[www.socccd.edu/hr/HRforms.asp](http://www.socccd.edu/hr/HRforms.asp)**

**California Community Colleges Chancellor 's Office —  
[www.cccco.edu](http://www.cccco.edu)**

Upon receiving a formal written complaint, the District will determine whether the complaint has met the necessary requirements, which include but are not limited to whether it was filed in a timely manner, on an appropriate form, and whether it alleges unlawful discrimination as stipulated in Title 5, section 59300. The District will investigate properly filed complaints according to procedures prescribed in Board policy. The District will complete its investigation within 90 days of receiving the complaint and report its administrative determination. The District must provide written notice to both the complainant and the State Chancellor of whether there is probable cause to sustain the charges raised in the complaint; a description of the action taken, if any, to prevent similar problems from occurring in the future; the proposed resolution of the complaint; and the complainant's right to appeal to the District and the State Chancellor.

### Further Information

For more comprehensive information about discrimination and harassment, students are encouraged to read the Harassment Policy and Complaint Procedure brochure, available in the Vice President for Student Services, Administration & Governance Building, AGB 126. The brochure is also available for downloading from the SOCCCD website: [www.socccd.edu/hr/HRforms.asp](http://www.socccd.edu/hr/HRforms.asp).

Students may also refer to Administrative Regulation 4000.5 for more information regarding filing a complaint and investigation procedures.

### Disability Discrimination

Students who have specific questions related to disability discrimination are encouraged to contact Special Services at 949-582-4885, Student Services Center, Room 113. Formal complaints may be filed with the Vice President for Student Services, ADA/504 Officer, Administration & Governance Building, AGB 126, 949-582-4566.

### ADA Academic Adjustments

Students with verified disabilities who believe they have not been given reasonable academic accommodations are urged to immediately contact DSPS, 949-582-4885 (voice) or 949-482-4430 (Video phone for deaf) to see if their concerns or issues regarding accommodation and/or district policies can be satisfactorily resolved. A copy of the Saddleback ADA Academic Adjustment Procedure is available on request.

Formal complaints may be filed in the Office of the Vice President for Student Services, ADA/504 Officer, Administration & Governance Building, AGB 126, 949-582-4566.

According to the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, individuals with disabilities may file a complaint with the Office for Civil Rights, U.S. Department of Education.

### Grade Grievance Policy

#### I. General Provisions

##### A. Grade Grievance

By law, the instructor is solely responsible for the grades assigned; no instructor may be directed to change a grade except in certain narrow circumstances authorized by California Education Code, Section 76224(a).

##### B. California Education Code Section 76224(a)

When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.

This policy provides the procedures for challenging grades given in any course of instruction offered in the District. This policy does not apply to the following:

1. The challenge process for prerequisites, corequisites, advisories, and limitations on enrollment.
2. Student discipline.
3. Employee discipline.
4. Challenges to established district policies and administrative regulations.
5. Financial claims against the District.

#### II. Definitions

- A. Mistake: an unintentional act, omission or error by the instructor or the college.
- B. Fraud: a deception deliberately practiced in order to secure unfair or unlawful gain.
- C. Bad Faith: an intent to deceive or to act in a manner contrary to law and/or a grade assigned because of a student's protected characteristics contrary to Education Code Section 66250 et. seq. (including, but not limited to, Section 66270) and Title 5, California Code of Regulations, Section 593000 et. Seq. If, pursuant to the discrimination and harassment complaint procedure it is determined that a grade was the results of discrimination or harassment the grade may be changed as a remedy for the discrimination or harassment.
- D. Incompetence: a lack of ability, legal qualification, or fitness to discharge a required duty.
- E. Day: Unless otherwise provided, day shall mean any day on which the District administrative offices are open for business. The deadlines contained herein may be modified by mutual agreement of the parties.
- F. Student: A currently enrolled student or a former student. Former students shall be limited to grievances relating to course grades to the extent permitted by Education Code Section 76224(a) and the provisions herein.
- G. Respondent: Any person claimed by a grievant to be responsible for the alleged grievance.
- H. The College President: The President of the College or a designated representative of the College President.
- I. Ombudsperson: The College President shall appoint an employee who shall assist students in seeking resolution by informal means. This person shall be called an ombudsperson.

#### III. Informal Resolution

Any student who believes he or she has a grade grievance shall make a reasonable effort to resolve the matter on an informal basis prior to requesting a grievance hearing, and shall attempt to resolve the problem with the faculty member with whom the student has the grievance or that person's dean or designee. If informal resolution of the problem is not possible, the student may elect to pursue a formal grievance pursuant to the procedures herein.

#### IV. Formal Grievance Process

##### A. Written Statement of Grievance

Any student who believes he or she has a grade grievance shall file a written, signed Statement of Grievance form stating the basis for the grade grievance with the appropriate dean or designee no later than 45 days after the student knew or should have known of the grade in the course. The dean or designee shall provide a copy of the written Statement of Grievance form to the affected faculty member within 5 days after the form has been filed. The Statement of Grievance must be filed whether or not the student has initiated efforts at informal resolution, if the student wishes the grievance to become official. The faculty member shall not engage in any conduct that may be construed as retaliation for filing the grievance. Filing a grievance is a protected activity.

#### B. Request for a Grievance Hearing

The student may request a grievance hearing after the written Statement of Grievance form has been filed. A request for a grievance hearing shall be filed with the appropriate dean or designee on a Request for Grievance Hearing form within 30 days after filing the Statement of Grievance.

The student may withdraw his/her written Statement of Grievance and/or Request for a Grievance Hearing at any time. The notice of withdrawal shall be in writing and filed with the appropriate dean or designee. The dean or designee shall notify the affected faculty member in writing within 5 days that the student has withdrawn the grievance and no further action may be taken.

#### C. Grievance Hearing Panel

1. The Grievance Hearing Panel shall consist of the appropriate dean or designee, a representative appointed by the Associated Student Government and a faculty member appointed by the Academic Senate.
2. Within 15 days following receipt of the Request for Grievance Hearing, the Hearing Panel shall meet to select a Chair and to determine on the basis of the Statement of Grievance whether there is sufficient grounds for a hearing. During the summer, given that many faculty and most students are not on campus, it may not be possible to convene a Hearing Panel in 15 days, but it will be scheduled no later than 15 days after the first day of fall semester instruction.
3. The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following:
  - a. The Statement of Grievance contains facts which, if true, would constitute a grievance under these procedures and;
  - b. The grievant is a student as defined in these procedures and;
  - c. The grievant is personally and directly affected by the alleged grievance and;
  - d. The grievance was filed in a timely manner and;
  - e. The grievance is not, based on the allegations contained in the written grievance, frivolous, without foundation or filed for the purposes of harassment. In determining whether a grievance is frivolous, without foundation or filed for purposes of harassment, the panel shall not at this phase, consider facts outside the grievance.
4. If the Grievance Hearing Panel determines that the written Statement of Grievance does not meet each of the aforementioned requirements, within 5 days of the Hearing Panel decision, the Chair shall notify the student in writing that the Request for a Grievance Hearing has been rejected. The notice shall contain the specific reasons for the rejection of a hearing and the procedures for appeal (See Section V.A. 1 herein).
5. If the Grievance Hearing Panel determines that the written Statement of Grievance meets each of the aforementioned requirements, the Chair shall schedule a grievance hearing no later than 45 days from the decision of the Hearing Panel. All parties to the grievance shall be notified in writing by the Chair of the date, time and location of the grievance hearing 10 days prior to the grievance hearing. During the summer, given that many faculty and most students are not on campus, it may not be possible to convene the grievance hearing within 45 days. It will be scheduled no later than 30 days after the first day of fall semester instruction, or 45 days after the first panel, whichever comes later.

#### D. Hearing Procedures

1. The decision of the Grievance Hearing Panel Chair shall be final on all matters the conduct of the hearing unless there is a vote of a majority of the other members of the panel to the contrary.

2. Each party to the grievance may call witnesses and introduce oral and written testimony relevant to the issues alleged in the grievance. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. The parties shall exchange exhibits and lists of witnesses 5 days prior to the hearing.
3. Unless the Grievance Hearing Panel determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant shall make the first presentation, followed by the respondent. The grievant may present rebuttal evidence after the respondent's evidence. The burden shall be on the grievant to prove by a preponderance of the evidence that the facts alleged are true and that a grievance has been established as specified above.

4. Each party to the grievance may represent himself or herself or may be represented by a person of his or

her choice. A party shall not be represented by an attorney unless notification is presented to the Chair 10 days prior to the date of the hearing. If one party is permitted to be represented by an attorney, any other party shall have the right to be represented by an attorney. The Chair of the Hearing Panel may continue the hearing in order to accommodate counsel upon a showing of good cause. The Hearing Panel may also request legal assistance through the College President. Any legal advisor provided to the Hearing Panel sits in an advisory capacity but shall not be a member of the Panel nor vote with it.

5. Hearing shall be closed and confidential. Witnesses shall not be present at the hearing when not testifying.
6. The hearing shall be recorded by the Hearing Panel Chair by recording or stenographic recording and this document shall be the only recording made of the proceedings. No witness who refused to be recorded may be permitted to give testimony. At the onset of the hearing the Chair shall ask each person present to identify themselves by name and thereafter shall ask witnesses to identify themselves by name. The recording shall remain in the custody of the College at all times, unless released to a professional transcribing service. Any party may request a copy of the recording at their own expense.
7. All Testimony shall be taken under oath administered by the Chair. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape recorded shall be considered to be unavailable.

#### E. Hearing Panel Decision

Within 15 days following the close of the hearing, the Grievance Hearing Panel shall prepare a written decision which shall include specific factual findings regarding the grievance and the specific conclusions regarding whether a grievance has been established as defined above. Where appropriate the decision shall articulate the factual basis for any credibility determinations necessary to the panel's decision. The Hearing Panel decision shall also include a specific statement regarding the relief to be afforded the grievant if any. The Hearing Panel decision shall be based only on the record of the hearing, and not on matters outside the record. The record consists of the written Statement of Grievance, any written response by the respondent and the oral and written evidence produced at the hearing.

#### V. Appeal Process

##### A. Written Statement of Appeal

1. Within 10 days following the Grievance Hearing Panel decision regarding the merits of the grievance, any party to the grievance may file a written Statement of Appeal with the College President. The written Statement of Appeal shall state the specific basis for the appeal and shall be sent to all parties.
2. All parties may submit a written response to the appeal to the College President within 10 days of the filing of the written Statement of Appeal.

3. The College President shall review the record of the hearing and the documents submitted in connection with the appeal, but shall not consider any matters outside the formal record. The College President may decide to sustain, reverse or modify the decision of the Grievance Hearing Panel. The College President's decision shall be in writing and shall include a statement of reasons for the decision. The College President's decision shall be final.
4. The decision on appeal shall be reached within 20 days after receipt of the appeal documents. Copies of the College President's decision shall be sent to all parties.
5. Within 10 days following the Grievance Panel's decision regarding whether the Statement of Grievance warrants a formal Grievance Hearing, any party to the grievance may file a written Statement of Appeal with the College President. The College President shall review the Statement of Grievance and the Request for a Grievance Hearing in accordance with the requirements for a grievance provided herein but shall not consider any other matters. The College President's decision whether to grant a grievance hearing shall be final and not subject to further appeal. The filing of an appeal pursuant to this provision shall stay all proceedings on the underlying grievance until a decision is reached by the College President. If the College President's decision is that the matter shall proceed to a hearing the time lines shall be extended by the period of time the matter was under consideration with the College President.

## Catalog Rights and Continuous Enrollment (effective Fall 2009)

### Catalog Rights

Because course requirements for degree and certificate completion may change from one catalog year to the next, students may establish "catalog rights" when they first take classes at Saddleback. Establishing catalog rights protects the student from being held for additional requirements that may be added to a later catalog. Policies printed in the college catalog are in effect for the academic year, Fall, Spring, and Summer.

Beginning in Fall 2009, the number of years allowed for students to complete a certificate or degree program and maintain catalog rights from when they first took classes at Saddleback College will be no more than six years.

Students who were enrolled prior to Fall 2009 shall be afforded the catalog rights from when they first took classes at Saddleback College, if they have met the standards for continuous enrollment given below.

For the purposes of meeting graduation or certificate requirements, students may elect to meet the requirements of any of the following, provided they maintain continuous enrollment and meet the six year time frame for certificate and degree program completion:

1. The catalog was in effect at the time they began taking courses at Saddleback College, or
2. Any catalog that is or has been in effect during the time that they have maintained continuous enrollment before graduation, or
3. The catalog that is in effect at the time they file an application for a degree or certificate.

### Continuous Enrollment

Students maintain catalog rights by maintaining continuous enrollment in the South Orange County Community College District- that is by receiving a letter grade of "A", "B", "C", "D", "F", "P"(C), "NP" (NC), "RD", "W", "MW", or "I" on their transcripts for at least one course per academic year.

Catalog rights apply only to Saddleback College graduation and program requirements. If other institutions change their requirements for entrance, graduation, satisfaction of general education patterns, or in other ways, it may be necessary for the student to meet the new requirements upon transfer, even if continuous enrollment has been maintained.

Unless otherwise requested by the student on the Petition for Graduation, the catalog used to determine eligibility will be the catalog in effect at the time the student began continuous enrollment at Saddleback College.

Documented military or medical leave will not be considered an interruption of enrollment. Absence related to an approved educational leave or for attendance at another accredited institution of higher learning is not considered an interruption, providing the absence does not exceed two years.

Some programs require that students complete specific courses within an established time frame. In such cases, recency requirements supersede catalog rights.

## Student Right-to-Know Disclosure

- Completion Rate Statewide: 46.8%  
Saddleback College: 57.7%
- Transfer Rate Statewide: 37.93%  
Saddleback College: 50.8%

In compliance with the Student-Right-to-Know (SRTK) and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the South Orange County Community College District and Saddleback College to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2010, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed above.

Based upon the cohort defined above, a "completer" is a student who attained a degree or certificate or became "transfer prepared" during a three-year period, from Fall 2010 to Spring 2013. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered "transfer prepared." Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming "transfer prepared" during a five-semester period, from Spring 2010 to Spring 2013, are transfer students.

Information about Student-Right-to-Know rates for Saddleback College and how they should be interpreted can be found at the California Community Colleges Student-Right-to-Know Information Clearinghouse website: <http://srtk.cccco.edu/index.asp>.

**NOTE:** SRTK rates do not represent the success rates of the entire student population at Saddleback College, nor do they account for student outcomes occurring after this three-year tracking period. Additionally, the rates do not describe other important features about the college and its students.

## Parking

Complete parking rules and regulations are available in the Campus Police Department (Parking Lot 2).

The following portion of these parking regulations provides important information.

### Article III: Speed Regulations

**Section 301:** No person shall operate a motor vehicle or bicycle within the confines of Saddleback College campus at a speed greater than 15 miles per hour or as posted, except for emergency vehicles.

**Section 302:** No person shall operate a motor vehicle or bicycle at a speed greater than is reasonable or prudent.

### Article IV: Parking Regulations

**Section 401:** Painted curbs are an indication of restricted parking and the color denotes the type of parking allowed. The following color code is adopted:

- a. Red Zone — indicates no parking or stopping anytime whether the vehicle is attended or not.
- b. Yellow Zone — indicates an area for loading and unloading of vehicles and the parking of service vehicles.
- c. Green Zone — indicates a parking time limit of 15 minutes.
- d. Blue Zone — indicates handicapped person's parking area only by permit.

**Section 402:** No person shall park in an area posted or marked "Handicapped Parking by Permit Only" unless a valid handicapped permit is properly displayed on the vehicle.

**Section 403:** No person shall park in an area posted or marked "Parking by Permit Only" unless a valid parking permit is displayed on the vehicle.

**Section 404:** No student, faculty or staff member shall park in an area posted or marked "Visitor Parking Only."

**Section 405:** No person shall stop, park, or leave standing any vehicle in any area posted or marked "No Parking," regardless of whether or not the vehicle is attended.

**Section 406:** No person shall stop, park, or leave standing any vehicle in any area where the curb is painted red, regardless of whether or not the vehicle is attended.

**Section 407:** When signs or markings which prohibit or limit parking are erected on any street, road, or area, no person shall park or leave standing any vehicle upon such a street, road, or area.

**Section 408:** No person shall park or leave standing a motor vehicle on the interior of any campus or on any sidewalk, pathway, landscaped area, or field that is not designed for parking.

**Section 409:** No person shall park or leave standing on any campus a motor vehicle that blocks any traffic lane, roadway, or parking lot.

**Section 410:** Motorcycles and bicycles must be parked in designated areas.

**Section 411:** All vehicles shall be parked clearly within a designated parking stall.

**Section 412:** All vehicles shall be parked heading into a parking stall.

**Section 413:** Meter payment is required for parking in metered spaces during the hours posted on the meters. Parking permits do not authorize parking in metered spaces.

**Section 414:** No vehicle shall be left parked on campus after 11 p.m. or before 6 a.m., except by special permit.

#### Article V: Abandoned Vehicles

**Section 501:** No person shall abandon or leave standing any vehicle on any campus for 72 or more consecutive hours. All such vehicles will be stored under authority of Section 21113A of the California Vehicle Code.

**Section 502:** Any person who abandons a motor vehicle on any campus will be responsible for all towing and storage charges.

#### Parking Permits

**Section 601:** All parking permits will be issued under the authority of the Department of Campus Safety and Security.

**Section 602:** A valid parking permit must be visibly displayed and securely attached on any vehicle parked in a numbered parking lot (metered spaces excepted) during posted hours: Sunday through Saturday, 7 a.m. to 10 p.m. Students may exchange hanging permit for static-cling permit at Campus Safety.

**Section 603: Staff Parking Permits** for automobiles and motorcycles will be issued to employees of the South Orange County Community College District, excluding student help and college work/study students. All employees who qualify for Staff Parking Permits will be required to renew their staff parking permits annually/semester, not later than the first day of classes each semester. These parking permits will allow parking in areas posted or marked "Staff Parking by Permit." These permits are not valid in metered areas. Staff Parking Permits may be purchased from the Department of Campus Safety and Security at Saddleback College or from the Office of Student Services at Irvine Valley College.

**Section 604: Student Parking Permits** will allow parking in areas posted or marked "Student Parking by Permit." These permits are not valid in metered areas. Student Parking Permits may be purchased during the student registration process or from the Department of Campus Safety and Security at Saddleback College or from the Office of Student Services at Irvine Valley College.

**Section 607: Disabled Parking Permits** — Persons who are disabled will be issued a disabled parking permit. The disabled parking permit will allow persons to park in the restricted handicapped areas or in any other legal parking stall on campus. Application for a disabled parking permit may be obtained from

the Special Services department. Applications or renewal of these permits shall be supported by a statement of the physician indicating probable time of disability. Upon the approval of an application by the Special Services department of Saddleback College, the Special Services department will issue a disabled parking permit. Application for this permit must be made each semester and a new parking permit obtained by the first day of class each semester.

**Section 608: Medical Parking Permits** — Persons who are not disabled, but have medical problems that would require special parking, may apply for a medical parking permit at the Student Health Center of Saddleback College. Applications or renewal of these permits must be supported by a statement of the physician indicating probable time of the medical problem. Persons who are disabled may apply to Special Services for parking accommodations. Upon the approval of such an application by the Special Services department of Saddleback College, Special Services will provide documentation for Campus Security to issue a parking permit. This medical parking permit allows parking in areas posted "Staff Parking by Permit". Application for this permit must be made each semester and a new parking permit obtained by the first day of class each semester. These permits are not valid in metered areas.

**Section 609: Parking Permits** — Every vehicle which occupies a space designated for an automobile, motorcycle or motor scooter must display a valid permit during posted hours of control.

For students who have a convertible or open top jeep vehicle, go to Campus Police and your vehicle will be recorded on our 'auto soft top' list. You must purchase a valid parking permit, but will not be required to display your permit when the top is down. Permits must be available if requested by an officer.

**Section 611: Permit Issuance** — There is a charge for parking permits. Applications for permits are available in the Department of Campus Safety and Security at Saddleback College or in the Office of Student Services at Irvine Valley College. Permits will be issued upon receipt of a completed parking application and the appropriate fee by the Department of Campus Safety and Security at Saddleback College or the Office of Student Services at Irvine Valley College. Parking fees are subject to change.

#### Article VII — Schedule of Parking Fees

##### 1. Student vehicles:

###### (a) Automobiles

Please visit [www.saddleback.edu/spo/fees](http://www.saddleback.edu/spo/fees) for a current list of parking fees.

**Annual Permits** — Only available for purchase during the Fall semester. If a student plans to enroll for the Fall and Spring semesters and for the Summer session within the same academic year, the student may elect to purchase an annual parking permit. Annual parking permits are valid throughout the academic year.

###### (b) Motorcycles

Please visit [www.saddleback.edu/spo/fees](http://www.saddleback.edu/spo/fees) for a current list of parking fees.

###### (c) Short-term Parking — all motor vehicles

Please visit [www.saddleback.edu/spo/fees](http://www.saddleback.edu/spo/fees) for a current list of parking fees.

##### 2. Parking Meters — Available for 2 hour maximum.

Day parking permits can be purchased at any one of the yellow permit dispenser machines currently located at the Medical Center Drive campus entrance next to the flag pole; at the north end of parking lot 10, at lot 5A (Near Tennis Courts); and at parking lot 1. Timed metered parking is available at the north end of lot #9.

#### Public Transportation

The Orange County Transit District operates several bus routes to and from Saddleback College. Monthly passes may be purchased from the college bookstore. Special rates are available for persons with physical disabilities.



## Academic Regulations

### Grading Policy

In Sections 55020 to 55025 of the California Code of Regulations (Title 5), the Board of Governors of the California Community Colleges mandates a grading policy for all California Community Colleges. In compliance with this mandate, the South Orange County Community College District Board of Trustees has established the following provisions under Board Policy 5300 entitled "Grading Policy."

#### Academic Record Symbols and Grade-point Average (GPA)

Evaluative Symbol	Meaning	Grade-point Value
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Passing, less than satisfactory	1
F	Failing	0
P (C)	Pass (Credit) (equivalent to A, B, or C; units earned but not counted in GPA)	
NP (NC)	No Pass (No Credit) (equivalent to D or F; however, no units earned and units not counted in GPA)	

#### Non-Evaluative Symbol

**I** Incomplete academic work for unforeseeable and justifiable reasons at the end of the term may result in an "I" symbol being entered in the student's record. The condition for removal of the "I" and the grade to be assigned in lieu of its removal is stated by the instructor in a written record at the conclusion of the class. A copy of the record is given to the student and the original is filed in the Office of Admissions and Records. A final grade is assigned when the work stipulated has been completed and evaluated or when the time limit for completing the work has passed. The "I" may be made up no later than one year following the end of the term in which it was assigned. A student may petition for an extension of time due to unusual circumstances before the time limit has passed. Petitions may be submitted to the Office of Admissions and Records.

The "I" grade is not used in calculating the grade-point average but excessive "Is" are used as a factor in progress probation and dismissal procedures.

**W** Withdrawal from class or classes shall be authorized through 65% of a term. The academic record of a student who remains in a class beyond 65% of a term must reflect a symbol as authorized in this section, other than a "W." Students are limited to a total of three withdrawals in a given course.

No notation ("W" or other) shall be made on the academic record of a student who withdraws during the first 20% of the course.

Withdrawal between the 20% and 65% of a term, shall be recorded as a "W" on the student's record.

The "W" shall not be used in calculating grade-point averages, but excessive "Ws" shall be used as factors in progress probation and dismissal procedures.

A student may request permission to withdraw from a class after 65% of the length of the class by following the petition procedure in the Office of Admissions and Records. All requests for this exception shall include complete written details of the circumstances and only extreme emergency reasons clearly beyond the control of the student shall be considered.

Petitions for this exception must be received **within the 45 day window** for grade appeal after final grades are posted for a given semester.

**MW** The "MW" symbol shall be used for students who are members of an active or reserve military service and receive orders compelling a withdrawal from courses. Upon verification of such orders, this symbol may be assigned at anytime during the term with no adverse impact on the student's academic record or enrollment status. This grading option is retroactive to January 1, 1990.

**IP** The "IP" symbol is used to denote that the class extends beyond the normal end of an academic term. It indicates that work is "in progress," and that assignment of a substantive grade must await its completion. The appropriate evaluative grade and unit credit appear on the student's record for the term in which the course is completed. The "IP" is not used in calculating the grade-point average.

### Grade Notification

Grades are available online soon after they have been submitted to the Office of Admissions and Records. Students may view their grades on "MySite". Grades are not available by mail or telephone.

### Pass/No Pass (Formerly Credit/No Credit)

Students have the option to be evaluated on a Pass/No Pass (Credit/No Credit) grading basis except in courses restricted from use of these evaluative symbols and so designated in the college catalog. Students must declare the Pass/No Pass option within the first 30 percent of the class by changing the Pass/No Pass option through online registration. Nursing courses may not be taken for a Pass/No Pass grade unless no other grading option is available.

Certain courses may be evaluated only on a Pass/No Pass grading basis. Such courses will be so designated in the college catalog and clearly indicated in the Schedule of Classes.

A "Pass" (P) grade indicates satisfactory ("C" or better) work in the class and units awarded with such a grade. No grade-points are assigned, however, and the grade is not used to compute the grade-point average.

A "No Pass (NP) grade indicates less than satisfactory work ("D" or "F") and with such a grade, no units are earned nor is the grade used to compute the grade-point average.

**Note:** In lieu of the traditional letter grade, the "P/NP" option is offered so that students may explore subject areas of interest outside of their major areas of competence or known abilities without being overly concerned by a grade or jeopardizing their grade-point average. There are a number of factors to consider before making the decision to opt for completion of a course on a Pass/No Pass basis especially for transfer students:

- Taking a course on a Pass/No Pass basis is not similar to auditing. Students are held to attendance regulations and must complete all examinations and required coursework.
- Some colleges and universities specify that courses required for a major or general education be completed on a graded (A-F) basis.
- Students transferring to a UC campus who are required to complete 60 units of coursework with a grade-point average of 2.4 prior to admission must complete at least 42 of the required units on a graded (A-F) basis. Courses to remedy a University of California admissions deficiency are not acceptable if completed on a "pass" (credit) basis.
- Students planning to apply to competitive admissions programs should complete specifically required courses on a graded basis.
- No Pass (NP) (No Credit) grades are considered by the South Orange County Community College District in determination of progress probation (refer to regulations describing probation/dismissal under scholarship standards).

- Students planning to graduate from the South Orange County Community College District must establish a minimum 2.0 grade-point average of 12 units in residence.
- Standards for Dean's List or other academic honors are based on letter-graded courses.

## Course Repeatability and Repetition

(Also see Registration and Announcement of Courses sections of this catalog)

State regulations (Title 5, sections 55040-55045) restrict the number of times a student may enroll in a course within a community college district. The number of times a student may enroll in a course is based on whether the course is designated "repeatable" or "non-repeatable." Any student registering to repeat a course not identified as repeatable or repeating a course more often than permitted may be dropped from the course.

### Non-Repeatable Courses

Most credit courses are designated as "non-repeatable" in accordance with Title 5 thereby limiting students to a single enrollment if the student receives a satisfactory grade (A, B, C, P, or CR) or an Incomplete. Under current repetition rules, students are permitted to enroll in a non-repeatable course up to a maximum of two additional times to replace a substandard grade (D, F, NP, or NC) or if they withdrew from the course and received a W on their transcript. Students may not exceed three enrollments in a non-repeatable course. An enrollment is defined by the assignment of a passing or a substandard grade; Incompletes and Withdrawals are included in this limitation. Non-repeatable courses are designated "NR" in their course description within this catalog.

This enrollment limitation for non-repeatable courses is enforced within the South Orange County Community College District, which includes Saddleback and Irvine Valley colleges. Additional enrollments beyond the maximum of three may be permitted on a very limited basis through the formal petition process at the Office of Admissions and Records (see Repetition for Special Circumstances).

### Repeatable Courses

As of January 2013, only three types of courses are repeatable (Title 5 § 55040(b)(1), 55041):

- 1) Courses for which additional enrollments are necessary to meet the major requirement of California State University (CSU) or University of California (UC) for completion of a bachelor's degree. Such courses may allow for additional enrollments to allow the student to meet the lower division component of these major requirements. The number of maximum enrollments may not exceed four and might be fewer if the transfer institution requires fewer than four enrollments or if the course is related in content to other courses offered at the college.
- 2) Intercollegiate athletics. These courses include those in which student athletes are enrolled to participate in an organized competitive sport sponsored by the district or a conditioning course which supports the organized competitive sport. Student athletes are limited to no more than 350 contact hours within a fiscal year (July 1-June 30); they are permitted a maximum of 175 hours in courses dedicated to the sport and 175 hours in courses focusing on skill development and conditioning.
- 3) Intercollegiate academic or vocational competition. Such courses must be designed specifically for students to participate in non-athletic competitive events, the competition must be between students from different colleges, the competition must be sanctioned by a formal collegiate or industry governing body, and participation in the event must be directly related to the course content. Students enrolled in these courses are required to participate in the academic or vocational competition.

Those courses that allow for additional enrollments beyond the first successful completion are designated by an "R" code followed by a number indicating the number of enrollments permitted. For example, a course with the designation R-E-3 allows for a maximum of four enrollments (the original enrollment plus an additional three) regardless of whether the student received a grade (A, B, C, D, F, P(C), NP (NC)) or a W. An explanation of the repeat codes is contained within the Announcement of Courses section of this catalog.

### Repetition to Alleviate Previously Earned Substandard Grade

To alleviate a substandard grade in calculating the GPA from a non-repeatable course, the student should re-enroll in the same course at Saddleback College or take an equivalent course at Irvine Valley College. The student must ensure that the IVC course taken is deemed equivalent prior to enrolling in it by consulting with a counselor at Saddleback College. Because courses are sometimes discontinued, students should re-enroll in the same course in the following term after receiving the substandard grade. If the course is no longer offered, the ability to re-enroll and suppress the substandard grade is lost.

A student may request to have the substandard grade disregarded in the computation of their GPA by submitting a Request for Transcript Repeat Notation to the Office of Admissions and Records. The form is available to download from the Admissions and Records website at [www.saddleback.edu/admissions/forms.html](http://www.saddleback.edu/admissions/forms.html).

The previously recorded course and grade will remain on the student's transcript and the transcript will show which course was excluded for purposes of grade point calculation. Only the most recent course grade earned will be used in calculating the student's grade point average. **A maximum of two previous grades per course may be disregarded in computing the student's grade point average.** All previous work will remain on the student's transcript to ensure a true and complete academic history.

### Repetition for Special Circumstances Significant Lapse of Time

Students may be considered for an additional enrollment after they have successfully completed a course if:

- 1) There has been a significant lapse of time (not less than 36 months) AND
- 2) The student can provide documentation that
  - a) The SOCCC District has established a recency prerequisite for a course or program OR
  - b) Another institution of higher education to which the student seeks to transfer has established a recency requirement which the student will not be able to satisfy without repeating the course in question.

Students wishing to request an additional enrollment due to a significant lapse of time must complete an Academic Appeal Form. The form may be downloaded at [www.saddleback.edu/admissions/forms.html](http://www.saddleback.edu/admissions/forms.html). The form must be filed at least two weeks prior to the start of the semester in which the student seeks the course repetition.

### Extenuating Circumstances

Students may petition to enroll in a course one additional time due to extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the student's control resulting in either a passing or a substandard grade; students receiving an I, IP, or W cannot re-enroll in a course as a result of extenuating circumstances. **Students may only be approved for this reason one time per course.** Students may file an Academic Appeal Form for course repetition in the Office

of Admissions and Records. The form may be downloaded at [www.saddleback.edu/admissions/forms.html](http://www.saddleback.edu/admissions/forms.html) and must be filed two weeks prior to the semester in which the student seeks the course repetition.

### Legally Mandated Training

Students may repeat courses to meet legally mandated training requirements if the course is required by statute or regulation as a condition of continued paid or volunteer employment (§ 55000(k)); they may be required to certify or document that such re-enrollment is necessary. A student needing to repeat a course required for employment/certification (e.g. CPR class) must provide documentation of the mandate to Admissions and Records and petition for enrollment.

### Significant Change in Industry or Licensure Standards

Students may be permitted to repeat a previously completed course if there has been a significant change in industry or licensure standards since the student last took the course such that the student could not obtain or maintain employment or license without retaking the course. Students may be required to provide a letter from their current or prospective employer stating the course must be taken again for employment as well as provide documentation of the significant change in industry standard since the course was last completed. Students should contact the Office of Admissions and Records for additional information.

### Special Classes for Students with Disabilities

Pursuant to state and federal nondiscrimination laws, repetition of special classes designated to provide accommodations to a student's educational limitations may be permitted for any of the following reasons:

- 1) The student's continuing success in general and/or special classes is dependent upon additional enrollments in a specific special class,
- 2) Additional enrollments in a specific special class are essential to completing the student's preparation for enrollment into other special or general courses,  
*or*
- 3) The student's educational contract includes a specific goal (other than completion of the special class in question) and additional enrollments will help further that goal.

### Active Participatory Courses

Active participatory courses in physical education, visual arts, or performing arts (including — but not limited to — Dance, Theatre, Kinesiology, Visual Arts, and most Music courses) that are related in content to one or more other courses have additional restrictions on repeatability and repetition. Courses are defined as being related in content when they have "similar primary educational activities in which skill levels or variations are separated into distinct courses with different student learning outcomes for each level or variation" (§55000). Students are limited to four semester enrollments in courses that are related in content; this limitation applies even if an active participatory course is designated as repeatable. Students may repeat active participatory courses in which a substandard grade or W was received, however all enrollments count toward the four enrollment maximum.

## Scholarship Standards

### Dean's List

Students who achieve a grade point average of 3.25 or higher in 12 units\* or 3.5 in at least 6 units of letter-graded courses in any one semester will be eligible for the honor of being placed on the Dean's List. Continued excellence in scholarship may result in graduation with honors. For the Dean's List certificate check with the Office for the Vice-President for Instruction, AGB 109 at 949-582-4795.

\*For DSPS students full-time equivalency may differ, please contact the DSPS office at 949-582-4750.

## Academic Honors At Graduation

In recognition of academic excellence for associate degree programs, students are awarded graduation honors as follows:

Summa Cum Laude:	4.0 GPA
Magna Cum Laude:	3.75 to 3.99 GPA
Cum Laude:	3.50 to 3.74 GPA

Graduation honors are calculated using all academic work completed. This includes all work completed within the South Orange County Community College District and all work for which an official transcript has been received from other accredited institutions. In addition, in order to qualify, students must have completed 24 semester units of letter-graded work at Saddleback College.

Graduation honors will be indicated in the commencement program and on the student's diploma and transcript. However, for candidates (those students with final grades pending), the commencement program will note "candidate," as their degrees and honors have not yet been confirmed. When final grades are determined, a recalculation of grades will be completed and, if the student qualifies, the graduation honor will be noted on the diploma.

## Probation

### Academic Probation

A student who has attempted at least 12 semester units at Saddleback College and/or Irvine Valley College is placed on an academic probation when the earned grade point average in all units attempted is less than 2.0.

### Progress Probation

A student who has enrolled in at least 12 semester units at Saddleback College and/or Irvine Valley College is placed on progress probation when the percentage of all units in which he/she has enrolled and for which entries of "W," "I," and "NP" (NC) are recorded reaches or exceeds 50 percent.

It is the responsibility of the student who has been placed on academic or progress probation to confer with a counselor regarding the probationary status and/or to use the services provided by the college including basic-skills courses, tutoring services, and faculty conferences. The college reserves the right to require counseling and regulation of the student's program on the basis of his/her achievement.

## Removal From Probation

### Academic Probation

A student on academic probation for a grade-point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher.

### Progress Probation

A student on progress probation because of an excess of units in which entries of "W," "I" and "NP" (NC) are recorded shall be removed from probation when the percentage of units in this category drops below 50 percent.

## Dismissal

A student whose cumulative grade point average falls below 1.75 in three consecutive semesters at Saddleback College and/or Irvine Valley College shall be subject to dismissal.

A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W," "I" and "NP" (NC) are recorded in three consecutive semesters reaches or exceeds 50 percent.

A combination of low scholarship and continued progress probation for three consecutive semesters also may result in dismissal.

## Readmission After Dismissal

Students who have been dismissed from Saddleback College or Irvine Valley College may apply for a readmission review after one semester of non-attendance by following the petition procedures through the Office of Admission and Records located in the Student Services Center Room 102. Students who are readmitted and fail to maintain a grade point average of 1.75 or higher during the semester following readmission will be subject to permanent dismissal.

If circumstances warrant, exceptions may be made by recommendation of a special committee appointed to review such cases and by approval of the college president.

## Suspension of VA Benefits Due to Probation

Saddleback College enforces a Standards of Academic Progress Policy for veterans receiving VA education benefits. These standards require the college Veterans Office to suspend, for one semester, the VA education benefits of students who have been on academic or lack-of-progress probation for two consecutive semesters. The college Veterans Office is also required to notify DVA of this suspension.

**VA benefits reinstatement:** In addition to not receiving VA education benefits for one semester, students must have a written evaluation completed by an academic counselor. The evaluation must certify that the student has a reasonable chance of academic success in future semesters.

Once VA benefits are re-instated, students are required to maintain a 2.0 semester GPA every semester until they achieve a 2.0 cumulative GPA. Failure to do so will result in immediate suspension of VA education benefits for another semester. Please call the college Veterans Office at 949-582-4871 for further details.

## Academic Renewal

Students may petition to have their academic record reviewed for academic renewal of substandard academic performance in consecutive terms under the following conditions:

- Students must have achieved a grade point average of 2.5 with a minimum of 30 semester units at regionally accredited colleges or universities subsequent to the substandard work in question.
- Students must not have requested or have been granted academic renewal within the SOCCCD.
- Only work completed three years or more before the date of petition may qualify for academic renewal.
- Previous substandard work will be disregarded only by the term, not the individual course; that is, all courses completed in a given term will be disregarded, including those for which the student received a passing grade.
- Only substandard semesters (below 2.0) may be considered for renewal.
- A maximum of two semesters of full-time work or 30 units of part-time work may be disregarded.
- Academic renewal may not be granted for a semester containing coursework used as a requirement for a degree, certificate, or skills award to the student within the SOCCCD.

The procedures are as follows:

1. A petition must be filed in the Office of Admissions and Records.
2. Accompanying the petition must be evidence that (a) previous work in question was substandard (less than C or the equivalent), and (b) the previous substandard work does not reflect the student's current performance or capabilities.

3. The Registrar of Admissions, Records, and Enrollment Services is the designated authority for approval of academic renewal.

Academic renewal actions are irreversible. When academic renewal procedures permit previously recorded substandard coursework to be disregarded in the computation of a student's grade point average, the student's permanent academic record should contain an accurate record of all coursework to ensure a complete academic history. Academic renewal by the SOCCCD does not guarantee that other institutions will approve such actions. This determination will be made by the respective transfer institutions.

Academic renewal procedures shall not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.

## Load Limit

Students will be allowed to carry a maximum of 19 units, not including work experience or independent study. In order for a student to be considered for an overload, he/she must have a cumulative 3.0 grade point average and must petition the Counseling Office beginning the first day of classes each semester. Petitions are available in the Counseling Office.

Saddleback College does not specify a minimum load except when the student must meet certain eligibility requirements such as financial aid, student employment, Social Security certification, Veteran's enrollment certification, insurance eligibility or athletic eligibility. Eligibility for Veteran's benefits requires enrollment in the required units for each week of the certification period. The load requirement is as follows:

Full-time	12 or more units
Three-fourth time	9 - 11.5 units
One-half time	6 - 8.5 units

An average of 15-16 units each semester is necessary for a student to graduate within a two-year period.

## Remedial Coursework Limit

No more than 30 semester units of credit may be awarded to a student for remedial coursework. Courses in this category include English reading and writing courses one level below transfer-level composition (ENG 1A) and mathematics courses below beginning algebra (MATH 251).

The following students are exempted from this limitation:

1. Students who are enrolled in one or more courses of English as a Second Language.
2. Students identified as having a learning disability.

The college may grant a waiver to the 30-unit remedial course limitation to any student who demonstrates significant and measurable progress toward the development of skills needed for successful enrollment in college-level courses. Waivers are given only for specified periods of time or specified numbers of units.

Students who have exhausted the unit limitation will be referred to appropriate noncredit adult-education programs.

## Access to Records and Release of Information

The congressional legislation entitled The Family Educational Rights and Privacy Act is designed to protect the privacy of student information.

In compliance with this law, the college provides students access to specified official records directly related to the student and an opportunity to challenge such records on the grounds that they are inaccurate, misleading, or otherwise inappropriate, while providing for the challenge of the actual grade received.

The college will not release, except by subpoena from state, local, and federal government officials, personally identifiable data about students without their prior written permission. The following directory items are exceptions to this policy.

Saddleback College regards as public information:

1. Student participation in officially recognized activities and sports including weight, height, and high school of graduation of athletic team members.
2. Degrees and awards received by students, including honors, scholarship awards, athletic awards and Dean's List recognition.
3. Dates of attendance.
4. Photo ID.
5. Enrollment status.

Students who do not wish to have the above directory information released must submit a written request to the Dean of Enrollment Services.

Students wishing to challenge information in their files should contact the Vice President for Student Services, who will cause a hearing to be held.

A standard fee has been established to cover the cost of furnishing copies of some college records to the student. Students wishing to have a copy of other records will be furnished copies at the actual reproduction cost except when copies of transcripts of coursework completed at other institutions must be obtained from those institutions.

The act applies to educational records only and does not include administrative records.

## Attendance

Students are expected to attend classes regularly. Failure to attend classes may be taken into consideration by instructors in assigning grades.

Students who fail to attend the first meeting of any class for which they have officially enrolled may be dropped by the instructor unless prior arrangement has been made with the instructor.

Students who officially enroll in a class may be dropped by the instructor no later than the completion of 65% of the class.

Instructors *may* drop a student from a class when he/she is absent for a total of two cumulative instructional hours per credit unit or after six cumulative instructional hours.

It is the student's responsibility to drop classes he/she is no longer attending.

## Final Examinations

Final examinations are held in all subjects according to the schedule that is published by the Office of the Vice President for Instruction each semester. No student will be excused from any final examination without approval from the instructor teaching the course and the division dean.

## Credit by Exam

### Credit by Examination — Specific Course Credit

Currently enrolled students may qualify for credit by examination for courses in the current Saddleback College catalog for which they appear to be reasonably qualified by training or experience, and for which they have not received previous college credit, attempted credit by examination, or ever enrolled in the course. However, the course in which the student seeks credit by examination should be one in which the course content can be tested by examination in the opinion of the department and of the instructor assigned. A student may not receive credit by examination for any course which is prerequisite to one for which credit has been received. A minimum 2.0 grade-point average in at least 12 units completed at Saddleback College is required to participate in credit by examination. Units earned through credit by examination shall not be counted in determining the 12 semester-unit minimum required in residence for graduation.

The procedures for securing permission to obtain Credit by Examination for a course are as follows:

1. The student obtains a Credit by Examination petition form from the Office of Admissions and Records which will determine eligibility.
2. The student contacts an instructor who teaches the course for which Credit by Examination is requested. If it is the judgment of the instructor that the course content can be tested by examination, and that the student possesses sufficient background, previous training, and/or skills to attempt the examination, the instructor signs the form.

3. The student, following policies and procedures developed within the department, obtains the signature of the appropriate division dean.
4. Following division endorsement, the request is forwarded to the Vice President for Instruction for signature.
5. The initiating instructor prepares, administers, and grades the examination.
6. A grade of Pass (P) or No Pass (NP) will be assigned and the course will be identified as "Credit by Examination" on the transcript.

**Note:** Students should be aware that some universities will not recognize credit through course completion, or through credit by examination, for languages other than English in which they have received formal schooling in that language.

## Honors Program

### Philosophy and Rationale

The Saddleback College Honors Program is an interdisciplinary effort to develop exceptional talent, ability, and scholarship in highly motivated students.

### The Honors Curriculum

Faculty design Honors classes to

- develop strong “high-level” cognitive skills such as problem solving, evaluation, synthesis, critical thinking, and independent thinking;
- build writing and research capabilities in students so that they can excel at upper-division work after transfer;
- create a challenging, highly interactive, enjoyable academic experience; and
- take advantage of the opportunities allowed by the smaller class size (25 students per class).

The Honors Program offers a wide variety of UC-transferable courses that fit into the major or general education courses for most students. Check the Class Schedule to see which Honors courses are being offered in any given semester.

### Honors Students

Any Saddleback College student may enroll in an Honors class without completing an application or seeking special permission. All students in Honors classes do Honors work and receive “H” transcript credit. By enrolling, a student chooses to do Honors work to Honors standards:

- Certificate-Track Honors Students have completed an Application for Certificate-Track Status and have been admitted to that status. They may be full-time or part-time students. Certificate-Track status confers benefits outside the classroom, as discussed below.
- Walk-In Honors Students are those taking one or two Honors classes because of an interest in the subject, the wish to work with the professor, curiosity about Honors, or other reasons.

Changing from Walk-In to Certificate-Track Status is possible, but a deadline does exist. Students lose the right to apply for Certificate-Track status after they complete two Honors courses at Saddleback College. An application must be filed before that point in order to preserve eligibility for eventual admission, even if admission is not granted at that point.

Applications are accepted year-round, but there are deadlines for eligibility for priority registration application. See [www.saddleback.edu/honors](http://www.saddleback.edu/honors) for this year’s dates.

### Benefits and Activities

Honors students may participate in a variety of activities that include cultural events, field trips, conferences, independent study projects, and special events at four-year colleges and universities. Certificate-Track students in good standing are eligible for priority registration, free library cards at UC Irvine and UCLA, and other benefits.

### Honors Transfer

Certificate-Track students who complete the Program are eligible for priority admission consideration at many local (and some distant) colleges and universities, including UC Irvine and UCLA. No agreements offer guarantees. Some include scholarships, Honors-to-Honors transfer, and other benefits. Because of the complexity of these agreements, Certificate-Track students meet each semester with an Honors counselor in the Transfer Center. Completion of the Honors Program in good standing is required but not sufficient for Honors transfer.

#### Certificate-Track Status Requirements

1. Completion of the application, available at [www.saddleback.edu/honors](http://www.saddleback.edu/honors).
2. For students with fewer than 12 UC transferable semester units, a weighted academic high school GPA of 3.25 or higher, as evidenced by transcripts.
3. For students with at least 12 UC transferable semester units, a GPA of 3.25 in those courses, as evidenced by transcripts of all college-level work.
4. Placement by the Matriculation Office in either English 1A or 1B eligibility.
5. No record of academic dishonesty.

Students who do not meet the GPA minimum due to extenuating circumstances are welcome to apply, but should explain their situation in their application.

### Requirements for Good Standing

To maintain good standing in the Honors Program, students must maintain their overall GPA at or above 3.25; meet with an Honors counselor in the Transfer Center at least once per semester; make reasonable progress toward completion of academic goals, including Honors coursework; engage in community, school, or leadership service, unless excused; commit no acts of academic dishonesty; and maintain records and good communication with the Transfer Center and the Honors Program Office.

### Requirements for the Completion Certificate

1. Completion of the Honors “core” curriculum, which includes any two of the Culture, Science and Society courses and one of the following three options:
  - English 1AH or
  - English 1B (Honors) or
  - Lib 2 and any Honors literature course
2. Completion of six additional Honors elective units (usually two courses). Students who complete English 1AH may complete with five elective units.
3. Completion of all Honors classes with a GPA of at least 3.20. All Honors courses must be graded.
4. Good standing at time of completion.

For further information call 949-582-4853, email [schonorsprogram@saddleback.edu](mailto:schonorsprogram@saddleback.edu), or visit [www.saddleback.edu/honors](http://www.saddleback.edu/honors).

## Alternative Credit Options

### Advanced Placement Examination Program

Saddleback College will grant credit for each Advanced Placement (AP) Examination satisfactorily passed with a score of 3, 4, or 5. For AP credit to be awarded, an official score report must be on file in the Office of Admissions and Records prior to the Counselor review.

Students can make an appointment to see a Saddleback College counselor for review of their AP exam scores and processing of an Advanced Placement Examination Credit Petition. Admissions and Records evaluators will assign AP Exam credit as applicable when a student applies for a degree, CSU G.E. or IGETC certification.

*Credit will be given for AP exams passed with a score of 3 unless otherwise noted below:*

Advanced Placement Exam	Saddleback College AA/AS Credit Awarded for GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
<b>Art History</b>	5 units towards Fine Arts GE requirement	Area C1 or C2 3 units	6 units	Area 3A/3B 3 units	5.3 units
<b>Art Studio</b> - 2D Design - 3D Design - Drawing	5 units of elective Art Studio credit for either Drawing or General Portfolio [5-unit maximum credit for both exams]	N/A	3 units	N/A	5.3 units (Max for all Studio Art Exams)
<b>Biology</b>	Credit for BIO 20	Area B2 <b>and</b> B3 4 units	6 units	Area 5B <b>with</b> Lab 4 units	5.3 units
<b>Chemistry</b>	Credit for CHEM 3	Area B1 <b>and</b> B3 4 units	6 units	Area 5A <b>with</b> Lab 4 units	5.3 units
<b>Chinese - Language &amp; Culture</b>	3 units towards Humanities GE requirement	Area C2 3 units	6 units	Area 6A & 3B 3 units	5.3 units
<b>Computer Science A Exam</b>	N/A	N/A	3 units (Only one CS Exam may be applied)	N/A	1.3 units
<b>Computer Science AB Exam Only</b>	Credit for CS 1A with a score of 3. Credit for CS 1B with a score of 4 or 5	N/A	6 units (Only one CS Exam may be applied)	N/A	2.7 units max
<b>Economics - Macro Exam</b>	Credit for ECON 20 with a score of 3 or 4. Credit for ECON 2 with a score of 5	Area D2 3 units	3 units	Area 4B 3 units	2.7 units
<b>Economics - Micro Exam</b>	Credit for ECON 20 with a score of 3 or 4. Credit for ECON 4 with a score of 5	Area D2 3 units	3 units	Area 4B 3 units	2.7 units
<b>English - Language and Composition</b>	Credit for ENG 1A and Matriculation placement in ENG 1B	Area A2 3 units	6 units	Area 1A 3 units	5.3 units (max credit for both English Lang/Comp & Lit/Comp)
<b>English - Literature and Composition</b>	Credit for ENG 1A and 2 elective units and Matriculation placement in ENG 1B	Area A2 <b>and</b> C2 6 units	6 units	Area 1A <b>or</b> 3B 3 units	5.3 units (max credit for both English Lang/Comp & Lit/Comp)
<b>Environmental Science</b>	3 Units towards Natural Sciences GE requirement including lab	Area B1 <b>and</b> B3 4 units	4 units	Area 5A <b>with</b> Lab 3 units	2.7 units

Advanced Placement Exam	Saddleback College AA/AS Credit Awarded towards GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
<b>French – Language &amp; Culture</b>	3 units towards Humanities GE requirement	Area C2 3 units	6 units	Area 6A & 3B 3 units	5.3 units
<b>French – Literature</b>	3 units towards Humanities GE requirement	Area C2 3 units (Only applies if taken before F'09)	6 units (Only applies if taken before F'09)	Area 6A & 3B 3 units	5.3 units
<b>German - Language &amp; Culture</b>	3 units towards Humanities GE requirement	Area C2 3 units	6 units	Areas 6A & 3B 3 units	5.3 units
<b>Government and Politics – United States</b>	3 units towards Social/Behavioral Sciences GE requirement	Area D8 and US-2 3 units	3 units	Area 4H 3 units	2.7 units
<b>Government and Politics - Comparative</b>	3 units towards Social/Behavioral Sciences GE requirement with a score of 3 or 4. Credit for PS 12 with a score of 5	Area D8 3 units	3 units	Area 4H 3 units	2.7 units
<b>History – United States</b>	5 units towards Social/Behavioral Sciences GE requirement with a score of 3. HIST 22 and 2 more elective credits with a score of 4 or 5	(C2 & US-1) or (D6 & US-1) 3 units	6 units	Area 3B <b>or</b> 4F 3 units	5.3 units
<b>History – European</b>	5 units towards Social/Behavioral Sciences GE requirement	Area C2 <b>or</b> D6 3 units	6 units	Area 3B <b>or</b> 4F 3 units	5.3 units
<b>History – World</b>	3 units towards Humanities GE requirement. Credit for HIST 5 and 2 more elective units with a score of 4 or 5	Area C2 <b>or</b> D6 3 units	6 units	Area 3B <b>or</b> 4F 3 units	5.3 units
<b>Human Geography</b>	3 units towards Social/Behavioral Sciences GE requirement	Area D5 3 units	3 units	Area 4E 3 units	2.7 units
<b>Italian – Language &amp; Culture</b>	3 units towards Humanities GE requirement	Area C2 3 units	6 units	Area 6A & 3B 3 units	5.3 units
<b>Japanese – Language &amp; Culture</b>	3 units towards Humanities GE requirement	Area C2 3 units	6 units	Areas 6A & 3B 3 units	5.3 units
<b>Latin – Vergil</b>	3 units towards Humanities GE requirement	Area C2 3 units (Only applies if taken before Fall 2012)	3 units (Only applies if taken before Fall 2012)	Areas 6A & 3B 3 units	2.7 units
<b>Latin – Literature</b>	3 units towards Humanities GE requirement	Area C2 3 units (6 units only applies if taken before Fall 2009)	6 units (Only applies if taken before Fall 2009)	Areas 6A & 3B 3 units	2.7 units
<b>Latin</b>	3 units towards Humanities GE requirement	Area C2 3 units	6 units		



Advanced Placement Exam	Saddleback College AA/AS Credit Awarded for GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
<b>Mathematics - Calculus AB Exam</b>	Credit for MATH 2 and Matriculation placement in MATH 3A with a score of 3. Credit for MATH 3A and Matriculation placement in MATH 3B with a score of 4 or 5.	Area B4 3 units	3 units (Only one Calculus AP exam applied toward degree)	Area 2A 3 units	2.7 units
<b>Mathematics – Calculus BC Exam</b>	Credit for MATH 3A and Matriculation Placement in MATH 3B with a score of 3. Credit for MATH 3A and MATH 3B and Matriculation placement in MATH 3C with a score of 4 or 5	Area B4 3 units	6 units (Only one Calculus AP exam applied toward degree)	Area 2A 3 units	5.3 Semester unit max credit both exams.
<b>Music Theory</b>	5 units towards Fine Arts GE requirement	Area C1 3 units (Only applies if taken before 09)	6 units (Only applies if taken before F'09)	N/A	5.3 units
<b>Physics - (B Exam)</b>	Credit for PHYS 2A	Areas B1 <b>and</b> B3 4 units max towards GE for all three Physics exams	6 units max towards GE for all three physics exams	Area 5A & Lab 4 units	5.3 units max for all three Physics exams
<b>Physics C – Mechanics</b>	3 units towards Natural Science GE requirement including Lab	Areas B1 & B3 4 units	4 units	Area 5A & Lab 3 units	2.7 units
<b>Physics C – Magnetism</b>	3 units towards Natural Science GE requirement including Lab	Areas B1 & B3 4 units	4 units	Area 5A & Lab 3 units	2.7 units
<b>Psychology</b>	3 units towards Social/ Behavioral Science GE with a score of 3. Credit for PSYC 1 with a score of 4 or 5. See Counselor for UC/CSU major applicability	Area D9 3 units	3 units	Area 4I 3 units	2.7 units
<b>Seminar</b>	N/A	N/A	3 units		
<b>Spanish – Language</b>	3 units towards Humanities GE requirement	Area C2 3 units	6 units	Areas 6A & 3B 3 units	5.3 units
<b>Spanish – Literature</b>	3 units towards Humanities GE requirement	Area C2 3 units 6 units (Only applies if taken before F'09)	6 units (Only applies if taken before F'09)	Areas 6A & 3B 3 units	5.3 units
<b>Statistics</b>	Credit for MATH 10 with a score of 3 upon <b>proof</b> of MATH 253 or 255 or equivalent, (e.g., two years of high school algebra) completed with a "C" or	Area B4 3 units	3 units	Area 2A 3 units	2.7 units

**Note:** Requests for faculty review for specific course credit for AP exams and scores not listed above are to be made through the Articulation Officer in the Counseling Office.

Alternative Credit Options information continued on page 42.

## College Credit for International Baccalaureate Exams (IB Exams)

*For Saddleback College AA/AS and IGETC credit, a minimum score of 5 is required.*

*For CSU GE Credit, see chart below for minimum score required.*

EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	CSU Passing Score	CSU GE	CSU – UNITS EARNED TOWARD TRANSFER	IGETC	UC -UNITS EARNED TOWARD TRANSFER
<b>IB BIOLOGY HL</b>	3 units Natural Science No Lab	5	AREA B2 (without Lab) 3 sem. units	6 sem. units	AREA 5B (without Lab) 3 sem. units	5.3 sem. units
<b>IB CHEMISTRY HL</b>	3 units Natural Science No Lab	5	AREA B1 (without Lab) 3 sem. units	6 sem. units	AREA 5A (without Lab) 3 sem. units	5.3 sem. units
<b>IB ECONOMICS HL</b>	3 units Social and Behavioral Sciences Area 3A	5	AREA D2 3 sem. units	6 sem. units	AREA 4B 3 sem. units	5.3 sem. units
<b>IB GEOGRAPHY HL</b>	3 units Natural Science	5	AREA D5 3 sem. units	6 sem. units	AREA 4E 3 sem. units	5.3 sem. units
<b>IB HISTORY (ANY REGION) HL</b>	3 units Social and Behavioral Sciences Area 3A	5	AREA C2 or D6 3 sem. units	6 sem. units	AREA 3B or 4F 3 sem. units	5.3 sem. units
<b>IB LANGUAGE A1 (ENGLISH) HL</b>	3 units Fine Arts and Humanities Area 1B	4	AREA C2* 3 sem. units	6 sem. units*	AREA 3B 3 sem. units	5.3 sem. units
<b>IB LANGUAGE A1 (ANY OTHER LANGUAGE) HL</b>	3 units Fine Arts and Humanities Area 1B	4	AREA C2* 3 sem. units	6 sem. units*	AREA 3B & 6A 3 sem. units	5.3 sem. units
<b>IB LANGUAGE A2 (ENGLISH) HL</b>	3 units Fine Arts and Humanities Area 1B	4	AREA C2* 3 sem. units	6 sem. units*	AREA 3B 3 sem. units	5.3 sem. units
<b>IB LANGUAGE A2 (ANY OTHER LANGUAGE) HL</b>	3 units Fine Arts and Humanities Area 1B	4	AREA C2* 3 sem. Units	6 sem. units*	AREA 3B & 6A 3 sem. units	5.3 sem. units
<b>IB LANGUAGE B (ANY LANGUAGE) HL</b>	3 units Fine Arts and Humanities Area 1B	4	N/A 0 units	6 sem. units *	AREA 6A 3 sem. units	5.3 sem. units
<b>IB MATHEMATICS HL</b>	3 units Mathematics Area 2B	4	AREA B4* 3 sem. units	6 sem. units*	AREA 2A 3 sem. units	5.3 sem. units
<b>IB PHYSICS</b>	3 units Natural Science No Lab	4	AREA B1 (without Lab) 3 sem. Units	6 sem. units	AREA 5A (without Lab) 3 sem. units	5.3 sem. units
<b>IB PSYCHOLOGY</b>	3 units Social and Behavioral Sciences Area 3A	5	AREA D9 3 sem. units	3 sem. units	AREA 4J 3 sem. units	5.3 sem. units
<b>IB THEATRE HL</b>	3 units Fine Arts and Humanities Area 1A	4	AREA C1* 3 sem. units	6 sem. units*	AREA 3A 3 sem. units	5.3 sem. units

CSU GE: The IB examinations may be incorporated into the certification of CSU general Education-Breath requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the Education-Breath requirements

IGETC: IB exams must be used in area indicated regardless of where the certifying CCC's discipline is located. Students who earn credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both.

## Alternative Credit Options

### CSU: General Education Certification — AP/IB Exam Credit

All California State University (CSU) campuses will accept the minimum units as stipulated above toward full or partial CSU-GE certification. The CSU campus to which the student is transferring determines the applicability of the examination to other campus-specific graduation requirements including the major.

### UC: IGETC — AP/IB Exam Credit

All University of California (UC) campuses will accept the minimum units as stipulated above toward full or partial IGETC certification. The UC campus to which the student is transferring determines the applicability of the examination to other campus specific graduation requirements including the major.

### Other Colleges & Universities — AP Exam Credit

AP credit granted by Saddleback College for either elective or specific course credit does not necessarily transfer as such to other colleges or universities, although policies on course credit are generally consistent with those of University of California (UC) campuses. Students planning to use AP credit toward transfer requirements will need to consult with appropriate campus representatives of the transfer institution for specific information regarding its policies and procedures.

### English Equivalency Examination

Students who have passed the California State University English Equivalency Examination are awarded four semester units of ENG 1A (Principles of Composition) and three semester units of ENG 25 (Introduction to Literature) upon completion of one semester in residence.

### California Registered Nurse License

Holders of current Registered Nursing Licenses completing the graduation requirements described in the Nursing Program will be given full credit for the nursing major. Refer to Degrees, Certificates, and Awards section of this catalog for details.

### College-Level Examination Program (CLEP)

Saddleback College accepts CLEP exams as credit for some General Education. CLEP is not accepted as a waiver for the English or math Placement Examination.

**Subject Examination:** Each academic division of the college may recognize the Subject Examination if a single examination measures the competency associated with the successful completion of a specific Saddleback College course. Generally, however, specific course credit by examination will be attained through the Credit by Examination—Specific Course Credit Policy.

CLEP scores can be used for general education certification of the CSU General Education requirements. CLEP cannot be used for general education certification of Intersegmental General Education transfer (IGETC) requirements (see CLEP charts page 42-43).

Any credit awarded does not necessarily transfer to other colleges. Students seeking to use CLEP credit for college transfer purposes will need to consult the transfer institution regarding its policy pertaining to CLEP.

No credit will be given to CLEP in any area in which the student has earned college credit prior to completion of CLEP examinations. Credit is awarded upon completion of one semester in the South Orange County Community College District. Additional information regarding the College Level Examination Program may be obtained in the counseling office.

### Military Service Credit

Six semester units of general elective credit toward an Associate degree will be awarded for a minimum of one year of active honorable service. In the first semester of attendance, veterans who are collecting V.A. educational benefits must submit their DD-214 to the Veterans Office to be evaluated for these credits. Other veterans who are not collecting V.A. educational benefits, will be evaluated by the Office of Admissions and Records.

In addition, credit will be awarded for work completed successfully in military service schools, not to exceed 15 semester units, according to the recommendations of the American Council on Education as stipulated in the Guide to the Evaluation of Educational Experiences in the Armed Services. Military Service credit will be evaluated only upon completion of 12 units in residence and application for an evaluation for an associate degree. Military evaluation forms may be obtained from the Office of Admissions and Records.

Military service credit may not necessarily apply toward minimum admissions requirements for other colleges or universities. Credit is generally given only after the student is fully matriculated and enrolled at the university upon submission of Form DD-214 or DD-295.

Located in the VETS Center, the Saddleback College Veterans Counselor is available for scheduled appointments and walk-in sessions. This specialized Veterans Counselor is your primary source of information regarding academic planning, Veteran's resources, and career and personal counseling. In addition, the Saddleback Veterans Counselor is your resource for student education planning (SEP) required to start receiving VA educational benefits. Questions regarding course selection and academic requirements may be addressed through this source.



## College Credit for CLEP Exams

EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	MINIMUM SEMESTER TRANSFER CREDITS EARNED	CSU CERTIFICATION AREA/SEMESTER UNITS
CLEP American Government	3 units Social and Behavioral Sciences Area 3B	3	Area D8 3 units
CLEP American Literature	3 units Fine Arts and Humanities Area 1B	3	Area C2 3 units
CLEP Analyzing and Interpreting Literature	3 Units Fine Arts and Humanities Area 1B	3	Area C2 3 units
CLEP Biology	Undergoing Department Review	3	Area B2 3 units
CLEP Calculus	3 units Mathematics Area 2B Placement Math 3B	3	Area B4 3 units
CLEP Chemistry	Undergoing Department Review	3	Area B1 3 units
CLEP College Algebra	3 units Mathematics Area 2B Placement Transfer Level Math	3	Area B4 3 units
CLEP College Algebra – Trigonometry	3 units Mathematics Area 2B Placement Transfer Level Math	3	Area B4 3 units
CLEP College Mathematics		0	N/A
CLEP English Composition (No Essay)		0	N/A
CLEP English Composition with Essay		0	N/A
CLEP English Literature	3 Units Fine Arts and Humanities Area 1B	3	Area C2 3 units
CLEP Financial Accounting		3	N/A
CLEP French* Level I	3 units Fine Arts and Humanities Area 1B	6	N/A
CLEP French* Level II	3 units Fine Arts and Humanities Area 1B	<b>12<sup>^</sup></b>	Area C2 <b>3 units with score of 59</b>
CLEP Freshman College Composition		0	N/A
CLEP German* Level I	3 units Fine Arts and Humanities Area 1B	6	N/A
CLEP German* Level II	3 units Fine Arts and Humanities Area 1B	<b>12<sup>^</sup></b>	Area C2 <b>3 units with score of 60</b>
CLEP History, United States I	3 units Social and Behavioral Sciences Area 3B	3	D6 + US – 1 3 units
CLEP History, United States II	3 units Social and Behavioral Sciences Area 3B OR 3 units 3A	3	D6 + US – 1 3 units
CLEP Human Growth and Development	3 units Social and Behavioral Sciences Area 3A	3	Area E 3 units
CLEP Humanities	3 units Fine Arts and Humanities Area 1B	3	Area C2 3 units
CLEP Information Systems and Computer Applications		3	N/A
CLEP Introduction to Educational Psychology		3	N/A
CLEP Introductory Business Law		3	N/A

## College Credit for CLEP Exams

EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	MINIMUM SEMESTER TRANSFER CREDITS EARNED	CSU CERTIFICATION AREA/SEMESTER UNITS
CLEP Introductory to Psychology	3 units Social and Behavioral Sciences Area 3A	3	Area D9 3 units
CLEP Introductory to Sociology	3 units Social and Behavioral Sciences Area 3A	3	Area D0 3 units
CLEP Natural Science	3 units Natural Science including Lab	3	Area B1 or B2 3 units
CLEP Pre-Calculus	3 units Mathematics Area 2B Placement Math 3A	3	Area B4 3 units
CLEP Principles of Accounting		3	N/A
CLEP Principles of Macro Economics	3 units Social and Behavioral Sciences Area 3A	3	Area D2 3 units
CLEP Principles of Management		3	N/A
CLEP Principles of Marketing		3	N/A
CLEP Principles of Micro Economics	3 units Social and Behavioral Sciences Area 3A	3	Area D2 3 units
CLEP Social Sciences and History		0	N/A
CLEP Spanish* Level I	3 units Fine Arts and Humanities Area 1B	6	N/A
CLEP Spanish* Level II	3 units Fine Arts and Humanities Area 1B	12 <sup>^</sup>	Area C2 <b>3 units with score of 63</b>
CLEP Trigonometry	3 units Mathematics Area 2B Placement Math 2	3	Area B4 3 units
CLEP Western Civilization I	3 units Fine Arts and Humanities Area 1B	3	Area C2 or D6 3 units
CLEP Western Civilization II	3 units Fine Arts and Humanities Area 1B	3	Area D6 3 units

\* **Credit will be given for CLEP with a score of 50 unless otherwise noted.** If a student passes more than one CLEP test in the same language other than English (e.g., two exams in French), then **only one examination may be applied to the baccalaureate.** For each test in a language other than English, a passing score of 50 is considered "Level I" and earns six units of baccalaureate credit; the higher score listed for each test is considered "Level II" and earns 6 additional units of credit and placement in Area C2 of GE Breadth. The total of 12 units are earned<sup>^</sup>.

## Other College Programs

### Community Education

The College provides not-for-credit educational opportunities for the community through fee-based classes and programs for adults and children. Classes are self-supporting and do not receive funding through state or local taxes or the college's budget.

The Community Education catalog "Gaucho Guide" is mailed three times per year. The "Gaucho Guide" details all class offerings and special events. For further information regarding Community Education, call 949-582-4646 or access our website at [www.saddleback.edu/ce](http://www.saddleback.edu/ce).

### Contract Education

Contract education provides an option for a student whose special needs preclude regular enrollment and attendance in courses outlined in the catalog or when it becomes necessary to meet particular curricular needs of one or more students. The student, an instructor, and the appropriate dean prepare a learning contract whereby the learning content will be specified as well as the methodology of study and means and criteria for evaluation.

### Cooperative Work Experience

Saddleback College offers a well-directed Cooperative Work Experience or "internship" program with measurable objectives and results is a method of education that combines work experience gained by students on the job with regular academic instruction. It is a unique plan of education designed to develop skills and knowledge as well as to improve self-understanding by integrating classroom study with planned and supervised experience outside of the formal classroom environment. Cooperative Work Experience credit is available when stipulated in the catalog as a requirement for completion of an Occupational Certificate Program or by petition to a faculty member within the department of the student's major. Applications are available in the Division of Economic Workforce Development and Business Science office.

### CTE Transitions — Programs for High School and Regional Occupational Program Students

Saddleback College maintains faculty-approved formal course articulation agreements with local CT (Career Technical) Transition high school and ROP (Regional Occupation Program) districts including: Capistrano Unified School District, Laguna Beach Unified School District, Saddleback Valley Unified School District, South Coast ROP and Coastline ROP. Courses with articulation agreements follow the California Career Statewide Pathways Templates in the areas including: Accounting, Architecture, Automotive Technology, Business, Child Development, Cinema-TV-Radio, Computer Information Management, Computer Maintenance Technology, Drafting, Fashion, Food & Nutrition, Graphic Design, Horticulture, Interior Design, Manufacturing, Photography, and Theater Arts. For a complete listing, see the CTE Transitions website at [www.saddleback.edu/cte](http://www.saddleback.edu/cte).

Students who complete a CT Transition articulated class offered through a partnering high school or ROP district and receive a grade of A or B, will be eligible to have Credit by Exam units for the corresponding Saddleback College class posted to their official transcript after completing a 12 unit minimum at Saddleback College, but can use articulated courses as evidence of meeting a prerequisite. Eligible students should

make an appointment with a Saddleback College counselor once they are enrolled at the college. The counselor will verify their Articulation Certificate and/or high school transcript, assist them in completing a CT Transition Petition form and submit the form to the Admissions & Records Office for processing. Contact the Counseling Department at (949) 582-4572 for further information.

### Emeritus Institute

The Emeritus Institute is a dynamic and comprehensive academic program designed to provide courses that will be of interest and value, primarily for the older adult. This program is open and flexible, allowing an individual to select any courses that they wish for lifelong learning challenges or in preparation for a second career. The Emeritus Institute offers courses in 30 off-campus locations, convenient to the older adults of the Saddleback College community.

The Emeritus Institute curriculum is offered as non-credit courses. These courses are all designed to meet the academic and critical-thinking challenges of each discipline. Disciplines include Accounting, Art, Biology, Communication Arts, English, Fashion, Foreign Language, Geology, Gerontology, History, Health, Health Sciences, Humanities, Kinesiology, Music, Philosophy, Photography, Political Science, and Theatre.

For further information regarding the Emeritus Institute program call 949-582-4936 or 770-9669 or access our website at [www.saddleback.edu/emeritus](http://www.saddleback.edu/emeritus).

### Study-Abroad Programs

Saddleback College offers study-abroad opportunities for students seeking college-credit learning experiences in other nations. In recent years programs were scheduled in Oxford, England as well as Santander, Spain, and Salamanca, Spain.

For more information and brochures contact the Liberal Arts division office at 949-582-4788 or access our website at [www.saddleback.edu/la/study-abroad-program](http://www.saddleback.edu/la/study-abroad-program).



## Graduation Requirements

Responsibility for filing a Petition for Graduation in the Office of Admissions and Records rests with the student, and all transcripts for all prior college work attempted must be on file for the petition to be considered. The deadline to file a Petition for Graduation is March 1 for spring graduation, July 1 for summer graduation, and November 1 for fall graduation.

### Associate in Arts Degree

Upon completion of the following requirements, the South Orange County Community College District Board of Trustees will confer the Associate in Arts degree.

- I. Unit Requirement: Units of Course Credit — minimum 60 units.
- II. Scholarship Requirements: A minimum grade-point average of 2.0 in all units attempted at Saddleback College and an overall grade-point average of 2.0 for all units attempted.
- III. Residence Requirement: Of the 60 semester units required, at least 12 units must be completed in residence at Saddleback College.
- IV. General Education Requirement: Complete the requirements stated below under "Associate Degree General Education Requirement."
  1. Students may apply only one course below transferable freshman composition ENG 1A toward the Associate Degree.
  2. A single course may be used to satisfy both a general education and a major requirement.
- V. Major Requirement: (All courses must be completed with a grade of "C" or better. Title 5 section 55063)
  1. Complete an Associate degree program as described in the Saddleback College catalog.

### Associate in Science Degree

Upon completion of the following requirements, the South Orange County Community College District Board of Trustees will confer the Associate in Science degree.

- I. Unit Requirement: Units of Course Credit — minimum 60 units.
- II. Scholarship Requirements: A minimum grade-point average of 2.0 in all units attempted in the South Orange County Community College District and an overall grade-point average of 2.0 for all units attempted.
- III. Residence Requirement: Of the 60 semester units required, at least 12 units must be completed in residence at Saddleback College.
- IV. General Education Requirement: Complete the requirements stated below under "Associate Degree General Education Requirement."
  1. Students may apply only one course below transferable freshman composition ENG 1A toward the Associate Degree.
  2. A single course may be used to satisfy both a general education and a major requirement.
- V. Major Requirement (satisfy one. All courses must be completed with a grade of "C" or better. Title 5 section 55063):
  1. Complete an Associate degree program in one of the natural sciences (Astronomy, Biology, Chemistry, Computer Science, Geology, Oceanography, or Physics) as described in the Saddleback College catalog.
  2. Complete the Associate degree program in Engineering as described in the Saddleback College catalog.

3. Complete an occupational (certificate) program as described in the Saddleback College catalog with the exception of Cosmetology, Ecological Restoration, Geographic Information Systems, Gerontology, Interiors Merchandising, and Interior Design Assistant.

### Associate Degree General Education Requirement

#### PHILOSOPHY OF GENERAL EDUCATION

The philosophy underlying "general education" is that no discipline is an isolated endeavor; instead, each relies upon and in turn reflects a common body of knowledge, ideas, intellectual processes, cultural traditions, and modes of perception. General education is a framework in which to place knowledge stemming from many sources. The general education experience allows the associate degree graduate to analyze, understand, appreciate, and modify the global society in which we live. Combined with an in-depth study in a selected field of knowledge, general education will contribute to and support the pursuit of lifelong learning. The Saddleback College general education curriculum provides both core and breadth requirements. Core requirements prepare students with fundamental knowledge and skills needed in all other coursework. Effective reading, writing, speaking, and critical thinking skills are, therefore, curriculum threads in each of the Saddleback College general education courses. Breadth requirements for general education expose students to each of the broad disciplines (the natural and social sciences, the humanities, and the arts) within which the human search for knowledge is carried out.

### Core Requirements

Core requirements provide foundational skills and knowledge that allow students to think critically, to communicate clearly and effectively in speaking and in writing, and to use mathematics.

#### 1. LANGUAGE AND RATIONALITY

Courses which develop the principles and applications of language toward logical thought, clear and precise expression, and critical evaluation of communication.

(One course in each category with a grade of "C" or better.)

- A. Written Communication  
ENG 1A or 1AH
- B. Oral Communication  
SP 1  
SP 5  
BUS 102

#### 2. MATHEMATICS COMPETENCY

Students should complete either option A or option B.

- A. Completion with a grade of "C" or better of any **mathematics course currently offered within the Mathematics Department, other than MATH 351 or 353.**
- B. Evidence of one of the following standardized examination scores:
  1. 3 or above on the College Board Advanced Placement Exam
  2. 530 or above on the Mathematics section of the SAT
  3. 23 or above on the ACT Mathematics Test
  4. 520 or above on the College Board Math Achievement Test

### 3. READING COMPETENCY

Students should complete one of these options:

- A. Completion with a grade of "C" or better ENG 1B or 1BH, 70, 180, 190, or 340<sup>^</sup>.  
<sup>^</sup> Units earned for English 340 do not apply to the associate degree.
- B. Evidence of one of the following standardized examination scores:
  1. 400 or above on the Critical Reading section of the SAT
  2. 19 or above on the ACT Reading Test
  3. A score of 35-39 percentile on the Comprehension section of the Nelson-Denny Reading Test, Form H, or equivalent.
  4. A placement of ENG 70 based on CTEP

### 4. INFORMATION COMPETENCY

Information competency is the ability to find, evaluate, use, and communicate information in all its various formats. It combines aspects of library literacy, research methods, and technological literacy. Information competency includes consideration of the ethical and legal implications of information and requires the application of both critical thinking and communication skills.

One of the following courses completed with a grade of "C" or better:

ANTH 2, 3, 4\*, 6, 8  
 BUS 102  
 CD 7  
 CIM 1, 10  
 CIMW 115  
 DANC 64  
 ENG 1B or 1BH, 70  
 ENV 1, 18  
 ES (formerly CSS) 1\*, 2\*, 3\*, 10\*  
 FCS 115  
 FN 50  
 HIST 4, 5, 12, 16, 17, 32  
 LIB 2, 100, 101  
 N 176  
 PSYC 1, 2, 7  
 SP 1, 2, 3

**Note: Courses used to fulfill any competency requirement may also apply to our course or breadth requirements**

## Breadth Requirements

Breadth requirements provide students with the knowledge they need:

- to understand and use modes of inquiry in the major disciplines (including the humanities, fine arts, natural and social sciences);
- to be aware of and appreciate the diversity of other cultures and times as well as American institutions and ideals;
- to develop the capacity for and the relationship between mind, body, and the environment.

### 1. FINE ARTS AND HUMANITIES

Those courses which study the cultural activities and the artistic expressions of human beings.

#### Group A. The Arts, Music, Theatre

##### One course from the following:

ARCH 12  
 ART 4  
 ARTH 20, 21, 22, 23, 24\*, 25, 26, 27, 28, 29  
 CTVR 2, 3, 7\*, 9

DANC 64, 74\*  
 FASH 144  
 FA 27  
 GD 1  
 HORT 115  
 ID 110, 122, 125  
 MUS 1, 20, 23\*, 24, 25, 26, 27\*, 28, 29  
 PHOT 25  
 SP 32  
 TA 20, 22, 25, 26, 32, 110\*

#### Group B. Literature, Philosophy, History, Religion, and Foreign Language

##### One course from the following:

ARAB 1, 2, 3, 4, 21  
 CHI 1, 2, 21  
 ENG 3, 4, 5, 15A, 15B, 17A, 17B, 18, 19, 20, 21A, 21B, 23A\*, 24\*, 25, 27A, 27B, 27E, 44, 50, 52, 142  
 FR 1, 2, 3, 4  
 GER 1, 2, 3, 4  
 HIST 4, 5  
 HUM 1, 3, 10A, 10B, 21, 22, 25  
 ITA 1, 2, 3, 4, 21  
 JA 1, 2, 21  
 KOR 1, 2, 3, 4, 21  
 PHIL 1, 10, 14, 15  
 PORT 1, 2, 3, 4, 21  
 PRSN 1, 2, 3, 4  
 SL 1, 2, 3, 4, 101\*  
 SPAN 1 (or 1A and 1B), 2, 3, 4, 20A, 20B, 21A, 21B, 21C\*  
 SP 30/TA 30

### 2. NATURAL SCIENCES

Those courses of study which deal with matter and energy as it applies to physical and/or life sciences and their interrelations and transformations.

##### One course from the following:

ANTH 1 and 1L (Students are advised to complete the ANTH 1 Lab within one year of the lecture component) ASTR 20 and 25 combined  
 BIO 3A, 3B, 11, 15, 19, 20, 31, 113  
 CHEM 1A, 3, 108  
 ENV 18, 23, 24  
 GEOG 1 and 1L  
 GEOL 1, 20, 23  
 HORT 20  
 MS 4, 20  
 PHYS 2A, 4A, 20

(Course used to fulfill this requirement must include a lab.)

### 3. SOCIAL AND BEHAVIORAL SCIENCES

The body of knowledge that relates to the human being as a member of society or component of society, such as state, family, or any systematized human institution.

#### Group A. Social/Behavioral Science

##### One course from the following:

ANTH 2, 3, 4\*, 5, 7\*, 8, 9, 10, 13, 14, 17, 21  
 BUS 1  
 CD 7+, 15, 117\*  
 CTVR 1  
 ECON 2, 4, 11, 20  
 ENV 1  
 ES (formerly CSS) 1\*, 2\*, 3\*, 10\*  
 GEOG 2, 3, 38  
 HIST 12, 19, 20\*, 21\*, 27, 28, 30, 33\*, 61, 62, 63, 70, 71, 72, 74, 75, 80, 81\*



HS 100, 120, 131\*, 186  
 JRN 1  
 PS 4, 10H, 11, 12, 14  
 PSYC 1, 7+, 16\*, 21  
 SOC 1, 2, 6\*, 10, 15, 21, 25  
 SP 8, 20\*  
 WS 10, 40

+Course may be listed in more than one area, but shall not be certified in more than one area.

#### Group B. American Institutions

(Nursing students who possess a Bachelor's degree are not held to the American Institutions requirement, per SB1393)

HIST 7, 8, 16, 17, 22 or PS 1

#### 4. LIFE SKILLS/CRITICAL THINKING

Life skills is study to equip human beings for lifelong understanding and development of themselves as integrated physiological, social, and psychological entities. Critical thinking courses develop the principles and applications of language toward logical thought and critical evaluation of communication.

(One course from Group A or Group B.)

##### Group A. Life Skills

ACCT 120 BUS 116  
 CD 7+, 117\*  
 COUN 1, 140, 150, 151, 160  
 FASH 141  
 FCS 115, 142  
 FN 50, 64  
 HLTH 1, 3  
 HS 170, 175  
 N 161, 165  
 PSYC 5, 7+, 33  
 SOC 126  
 SPS 115, 205  
 WS 120

+Course may be listed in more than one area, but shall not be certified in more than one area.

##### Group B. Critical Thinking

CD 120  
 ENG 1B or 1BH, 70 (both courses also apply for the Reading Competency requirement)  
 PHIL 12  
 SP 2, 3

#### 5. PHYSICAL FITNESS ASSESSMENT

Non-activity courses that assess physical fitness and develop an awareness about appropriate exercise.

One course from the following:

KNES 107  
 KNEA 107 (This course is designed to meet the needs of disabled students.)

#### 6. \*CULTURES IN THE UNITED STATES

The Cultures in the United States requirement focuses on major themes in United States history, society, and culture and addresses major conceptual issues relevant to understanding ethnicity, culture, race, and pluralism in the United States.

All AA/AS degree candidates must make certain that one course taken in Fine Arts and Humanities, or in Natural Sciences, or in Social and Behavioral Sciences fulfills the Cultures in the United States requirement. Courses that will satisfy this requirement are marked with an asterisk (\*).

**Nursing Equivalency** – Completion of the Nursing Program meets the Cultures in the US requirement.

## Credit Transferred From Other Institutions

The Board of Trustees of the South Orange County Community College District has mandated that full reciprocity shall exist for courses completed at either Irvine Valley College or Saddleback College. Saddleback College grants credit for college units earned at any regionally accredited institution of higher education. Course equivalencies are determined by the Office of Admissions and Records in accordance with the policies and requirements set forth in this catalog. It is the student's responsibility to arrange to have transcripts sent to the Office of Admissions and Records and to apply for evaluations. No more than four units may be awarded for sectarian courses.

A student who has completed a Bachelor's degree or higher at a regionally accredited college or university, has met the Saddleback College General Education requirements for the Associate degree; however, transcript evaluation must verify completion of a course conducted in English equivalent to ENG 1A with a grade of "C" or higher, as well as an equivalent to a course applicable to the American Institutions requirement. Nursing students who possess a Bachelor's degree are not held to the American Institutions requirement, per SB1393.

#### Transfer Credit from Foreign Institutions

Foreign transcripts must be evaluated by an accredited evaluation service and submitted to the Admissions and Records Office. The evaluation must include a detailed report that includes course, unit and GPA breakdowns in order for credit towards an associate degree petition to be considered.

A list of acceptable accrediting agencies may be found at <http://saddleback.edu/uploads/iso/foreigntranscriptevaluators.pdf>

## Certificate of Achievement

The awarding of a Certificate of Achievement acknowledges to the recipient and the potential employer that all courses in an approved occupational program have been completed. The courses are chosen by the faculty on the basis of determination of educational experiences which lead to vocational competency.

Students with previous educational or vocational experience who wish to waive a course on the certificate list may be expected to verify equivalency through examination. Petitions for course waivers or substitutions are available in both the Office of Admissions and Records and the Counseling Office. When waivers and substitutions have been approved, a minimum of 18 units must be included in the certificate program. The Certificate of Achievement is issued upon the completion of the following:

1. The required courses in the certificate area.
2. A minimum of twelve (12) units in residence at Saddleback College. At least one course required in the certificate must be completed at Saddleback College.

It is the student's responsibility to make a formal application for the Certificate of Achievement to the Office of Admissions and Records.

## Certificate of Completion

The curriculum in the English as a Second Language Completion Certificate is designed to provide the students with the opportunity to achieve increased fluency in English while enrolled in non-credit coursework. Students who successfully complete the hours required for a certificate expand their employment and educational options.

It is the student's responsibility to make a formal application for the Certificate of Completion to the Office of Admissions and Records.

## Occupational Skills Award

Occupational Skills Awards acknowledge to the recipient and the potential employer achievement of a set of vocational skills in a specific field. These awards may contain from 6 to 17.9 units and do not appear on the student transcript. All courses for the Occupational Skills Award must be completed at Saddleback College.

It is the student's responsibility to make a formal application for the Occupational Skills Award to the Office of Admissions and Records.

## Multiple Majors

Within the units required for the associate degree it is possible for a student to complete the requirements for more than one major or certificate program, providing that minimum requirements are met for each major or certificate and that a minimum of 12 units applies exclusively to each program. A student may only earn one degree (A.A., A.S., AA-T, AS-T) per term.

## Additional Associate Degrees from Saddleback College

The following details instances in which additional associate degrees may be conferred:

Bachelor degree completed at a regionally accredited College:

Students seeking an associate degree after having received a bachelor degree may qualify for an associate degree upon completion of all of the following:

- 12 units in residence AND
- The requirements of the major field of study AND
- Student must complete a course conducted in English equivalent to ENG 1A with a grade of "C" or higher, as well as an equivalent to a course applicable to the American Institutions requirement.

Students seeking an additional associate degree after having received an associate degree from Saddleback College or another institution:

Students in this scenario may qualify for an additional associate degree upon completion of all of the following:

- At least 12 additional units in residence after conferral of the previous degree AND
- Completion of Saddleback College General Education Requirements AND
- The requirements of the major field

In all instances, students must meet the following to be conferred an additional associate degree from Saddleback College:

- At least 12 additional units are earned in residence after conferral of the previous degree AND
- All requirements of the major are fulfilled

In no situation may a student earn more than one degree (A.A., A.S., AA-T, AS-T) per term.

## Associate Degrees for Transfer

California Community Colleges are now offering associate degrees for transfer to the CSU. These may include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

**To complete the associate degree for transfer, students must complete:**

1. A minimum of 60 CSU-transferable semester units;
2. A minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework (While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.);
3. A minimum of 18 semester units in an "AA-T" or "AS-T" major. All courses in the major must be completed with a grade of C or better or a "P" (pass) designation may be used instead of a letter grade, but not all transfer institutions will accept courses with a "P"; and
4. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

To view the most current list of Saddleback College Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please go to [californiacommunitycolleges.cccco.edu/Students/AssociateDegreeforTransfer.aspx](http://californiacommunitycolleges.cccco.edu/Students/AssociateDegreeforTransfer.aspx). Current and prospective community college students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.





## Accounting

There are three certificate programs available in accounting: Accountant, Computerized Accounting Specialist, and Tax Preparation. Accounting majors intending to transfer to a four-year college should refer to the Business Administration transfer curriculum.

### Accounting Certificate Program

This program meets a substantial portion of the 24-unit Accounting course requirement to take the California CPA exam. It is intended primarily for students possessing a bachelor's degree or foreign university equivalent. In addition, completion of this certificate is helpful in securing entry-level accounting positions in business and industry. CPA EXAM AND LICENSURE: Please contact the California Board of Accountancy.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Prepare a set of basic financial statements.
- Calculate and analyze common ratios and numerical relationships that are produced through the accounting cycle.
- Demonstrate proficiency in processing the accounting cycle for a business.
- Demonstrate proficiency in communicating financial information in the subject area.
- Present an oral presentation in the designated subject area.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
ACCT 1B*	Managerial Accounting	4
or		
ACCT 203*	Cost Accounting	3
ACCT 202A*	Intermediate Accounting I	3
ACCT 202B*	Intermediate Accounting II	3
ACCT 216*	Individual Income Tax	4
ACCT 275*	Auditing	3
BUS 12	Business Law	3
or		
BUS 14	Legal Environment of Business	3
	Select from Restricted Electives:	3
<b>Total Units for the Certificate</b>		<b>26-27</b>
<b>Restricted Electives:</b>		
ACCT 120	Introduction to Financial Planning	3
ACCT 217*	Partnership and Corporate Taxation	3
ACCT 221*	Accounting Information Systems	3

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major:  
ACCT 214; BUS 1, 102, 103, 104, 125; CIM 1, 112, CIMN 100, 100A, CIMA 104, 106; ECON 2, 4.

### Accounting Associate in Science Degree

This program meets a substantial portion of the 24-unit Accounting course requirement to take the California CPA exam. It is intended primarily for students possessing a bachelor's degree or foreign university equivalent. In addition, completion of this certificate is helpful in securing entry-level accounting positions in business and industry such as Accounts Payable Clerk, Accounts Receivable Clerk, General Ledger Clerk or Bookkeeper. CPA EXAM AND LICENSURE: Please contact the California Board of Accountancy.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Prepare a set of basic financial statements.
- Calculate and analyze common ratios and numerical relationships that are produced through the accounting cycle.
- Demonstrate proficiency in processing the accounting cycle for a business.
- Demonstrate proficiency in communicating financial information in the subject area.
- Present an oral presentation in the designated subject area.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
ACCT 1B*	Managerial Accounting	4
or		
ACCT 203*	Cost Accounting	3

ACCT 202A*	Intermediate Accounting I	3
ACCT 202B*	Intermediate Accounting II	3
ACCT 216*	Individual Income Tax	4
ACCT 217*	Partnership and Corporate	3
ACCT 275*	Taxation Auditing	3
BUS 13	Legal Environment & Business Law	3

**Total Units for the Major 26-27**

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualify the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ACCT 210, 214, 215; BUS 1, 102, 103, 104, 125; CIM 1, 112; CIMA 104, 106; ECON 2, 4.

### Computerized Accounting Specialist Certificate and Degree Program

This program provides students who plan to enter the accounting field with knowledge of accounting principles and practices to record transactions for various types of businesses using a double-entry accounting system, as well as the latest commercial software, and the ability to analyze financial statements.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Prepare a set of basic financial statements.
- Calculate and analyze common ratios and numerical relationships that are produced through the accounting cycle.
- Demonstrate proficiency in processing the accounting cycle for a business using popular accounting software.
- Demonstrate proficiency in communicating financial information in the subject area.
- Present an oral presentation in the designated subject area.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
ACCT 1B*	Managerial Accounting	4
ACCT 216*	Individual Income Tax	4
ACCT 221*	Accounting Information Systems	3
CIMA 104+	Spreadsheets: Excel	3
CIMA 223B*	Computerized Accounting: QuickBooks — Advanced	1.5
	Select from Restricted Electives	3
<b>Total Units for the Certificate</b>		<b>22.5</b>

#### Restricted Electives:

ACCT 120	Introduction to Financial Planning	3
ACCT 202A*	Intermediate Accounting I	3
ACCT 217*	Partnership and Corporate Taxation	3
ACCT 275*	Auditing	3

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+ Completion of the A and B versions of this course can also be used to fulfill this requirement.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general

education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ACCT 202A, 202B, 203, 214, 215; BUS 102, 103, 104, 125; CIM 1, 112, CIMN 100, 100A, CIMA 104B\*, 106; ECON 2, 4.

### Tax Preparation Certificate Program

This program provides students with sufficient knowledge of Federal and State of California tax law to prepare individual and small business tax returns and to obtain an entry-level position as a tax preparer.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Prepare a set of basic financial statements.
- Calculate and analyze common ratios and numerical relationships that are produced through the accounting cycle.
- Demonstrate applications of current federal and state tax law.
- Analyze basic tax information and prepare related tax returns.
- Demonstrate proficiency in communicating financial information in the subject area.
- Present an oral presentation in the designated subject area.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
ACCT 216*	Individual Income Tax	4
ACCT 217*	Partnership and Corporate Taxation	3
BUS 12	Business Law	3
<i>or</i>		
BUS 14	Legal Environment of Business	3
CIMA 104+	Spreadsheets: Excel	3
CIMA 223A*	Computerized Accounting: QuickBooks — Beginning	1.5
<i>or</i>		
CIMA 223B*	Computerized Accounting: QuickBooks — Advanced	1.5
Select from Restricted Electives		3
<b>Total Units for the Certificate</b>		<b>21.5</b>

#### Restricted Electives:

ACCT 215	General Accounting	3
ACCT 235	Entrepreneurial Accounting	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+Completion of the A and B versions of this course can also be used to fulfill this requirement.

Suggested coursework not required for the major: ACCT 120, 202B, 203, 214, 215; BUS 1, 102, 103, 104, 125; CIM 1, 10, 112, CIMN 100, 100A, CIMA 104B\*, 106; ECON 2, 4.

### Tax Preparation Associate in Science Degree

This program provides students with sufficient knowledge of Federal and State of California tax law to prepare individual and small business tax returns and to obtain an entry-level position as a tax preparer or bookkeeper.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Prepare a set of basic financial statements.
- Calculate and analyze common ratios and numerical relationships that are produced through the accounting cycle.
- Demonstrate applications of current federal and state tax law.
- Analyze basic tax information and prepare related tax returns.
- Demonstrate proficiency in communicating financial information in the subject area.
- Present an oral presentation in the designated subject area.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
ACCT 216*	Individual Income Tax	4
ACCT 217*	Partnership and Corporate Taxation	3
BUS 13	Legal Environment & Business Law	3
CIM 216+	Spreadsheets: Excel	3

CIM 223A*	Computerized Accounting: QuickBooks — Beginning	1.5
<i>or</i>		
CIM 223B*	Computerized Accounting: QuickBooks — Advanced	1.5
Select from Restricted Electives		3
<b>Total Units for the Major</b>		<b>21.5</b>

#### Restricted Electives:

ACCT 215	General Accounting	3
ACCT 235	Entrepreneurial Accounting	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+Completion of the A and B versions of this course can also be used to fulfill this requirement.

Completion of courses above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ACCT 120, 202B, 203, 214, 215; BUS 1, 102, 103, 104, 125; CIM 1, 10, 112, 171, 174, 174A, 216B, 218; ECON 2, 4.

## Administrative Assistant Certificate and Degree Program

The Administrative Assistant program prepares individuals for employment in key staff positions or enhances existing skills of office assistants, office managers, and other professionals.

Course ID	Title	Units
BUS 103	Business English	3
CIM 1	Introduction to Computer Information Systems	3
<i>or</i>		
CIM 10	Introduction to Information Systems	3
<i>or</i>		
CIM 112	Microsoft Office	3
CIM 121C*	Keyboarding for Computers — Advanced	1.5
CIM 174+	Computer Operating Systems: Windows	3
CIM 214+	Word Processing: Word	3
CIM 216+	Spreadsheets: Excel	3
CIM 230	Business Presentations: PowerPoint	3
Select from Restricted Electives		4.5
<b>Total Units for the Certificate</b>		<b>24</b>

#### Restricted Electives:

BUS 102	Oral Business Techniques	3
BUS 104*	Business Communication	3
BUS 125	Human Relations in Business	3
CIM 218	Database: Access	3
CIM 221	Managing Projects with Microsoft Project	3
CIM 223A*/B*	Computerized Accounting: QuickBooks — Beginning/Advanced	1.5, 1.5
CIM 227*	Internet and Web Essentials	1.5
CIM 271A*/B*	Web Development: XHTML — Beginning/Advanced	1.5, 1.5
CIM 272*	Web 2.0 Design: Cascading Style Sheets	1.5
CIM 278A*/B*	Creating Web Pages: Dreamweaver — Beginning/Advanced	1.5, 1.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+Completion of the A and B versions of this course can also be used to fulfill this requirement.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA

of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 1, 12, 125.

## American Sign Language Certificate and Degree Program

The American Sign Language (ASL) program is designed to prepare the student to be able to communicate with the Deaf Community in a variety of settings. Proficiency in ASL is valuable to professionals in special education, health sciences, audiology, and speech therapy.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate the skills needed to communicate with the Deaf community at a basic to native level.
- Show in-depth knowledge about the Deaf community and their culture.
- Competently interact with native signers.

Course ID	Title	Units
SL 1*	American Sign Language I	4
SL 2*	American Sign Language II	4
SL 3*	American Sign Language III	4
SL 4*	American Sign Language IV	4
SL 101	Deaf Culture and Its History	3
<b>Total Units for the Certificate</b>		<b>19</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: SOC 1.

## Anthropology

### Anthropology Associate Degree Program

Anthropology is a diverse discipline that investigates the biological and cultural life of human beings in all times and in all places. An anthropology degree provides students with an appreciation of other ways of life and different systems of belief, and perhaps most importantly, a better understanding of the world in which they live. The curriculum in the Anthropology program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Anthropology degree by providing the necessary breadth in the field and an introduction to the methods used. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree in anthropology, which can be achieved through transfer, is recommended for those considering professional careers.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the breadth of anthropology and be able to characterize anthropology's distinctive theoretical and methodological approaches with respect to other disciplines.
- Demonstrate an understanding of the historical development of the discipline and the centrality of the four-field approach in American anthropology.

- Explain the basic processes of human biological evolution.
- Describe modern human biological diversity and articulate an informed position on the question of race.
- Define and critically analyze the concepts of culture and cultural relativism.
- Demonstrate the ability to think holistically and comparatively in describing human cultural diversity.
- Demonstrate an understanding of the processes of social and cultural change through time.
- Discuss the politics of inclusion and exclusion both locally and globally.
- Articulate an anthropological perspective in relation to contemporary issues and concerns.
- Discuss the importance of the scientific method in anthropological research.
- Identify the correct methods for the undertaking of biological, ethnographic, linguistic, and/or archaeological research.
- Identify the ethical responsibilities and concerns in the conducting of anthropological research.
- Write concisely and logically, incorporating relevant data and knowledge.
- Critically evaluate information sources about different peoples and cultures.

Course ID	Title	Units
ANTH 1	Biological Anthropology	3
ANTH 2	Cultural Anthropology	3
ANTH 3*	Culture and Language	3
ANTH 9	Introduction to Archaeology	3
	Select from Restricted Electives	6
<b>Total Units for the Major</b>		<b>18</b>

### Restricted Electives:

ANTH 4	Native American Indian Culture	3
ANTH 5	Anthropology of Latin America: Culture, Identity, and Power	3
ANTH 6*	Global Issues in Anthropological	3
ANTH 7	Perspective Indians of Southern California	3
ANTH 8	World Prehistory	3
ANTH 10	Celtic Cultures	3
ANTH 13	Magic, Witchcraft, and Religion	3
ANTH 14	Introduction to Visual Culture	3
ANTH 15	World of Primates	3
ANTH 17	The Biological Evolution of Human Nature	3
ANTH 21	Women, Gender, and Culture: Cross-Cultural Perspectives	3
ANTH 100*	Forensic Anthropology	3
ES 1	Multicultural Experiences in the United States	3
ES 3	Introduction to Chicana/o and Latina/o Cultures	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BIO 11\*, 22\*, 40; GEOG 2; HIST 20/SOC 20; MATH 10\*; PSYC 16\*; SOC 1.

### Associate in Arts Degree in Anthropology for Transfer

The curriculum in the Anthropology program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Anthropology for Transfer degree by providing the necessary breadth in the field and, an introduction to the methods used. Students who

complete the Associate in Arts Degree in Anthropology for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the breadth of anthropology and be able to characterize anthropology's distinctive theoretical and methodological approaches with respect to other disciplines.
- Demonstrate an understanding of the historical development of the discipline and the centrality of the four-field approach in American anthropology.
- Explain the basic processes of human biological evolution.
- Describe modern human biological diversity and articulate an informed position on the question of race.
- Define and critically analyze the concepts of culture and cultural relativism.
- Demonstrate the ability to think holistically and comparatively in describing human cultural diversity.
- Demonstrate an understanding of the processes of social and cultural change through time.
- Discuss the politics of inclusion and exclusion both locally and globally.
- Articulate an anthropological perspective in relation to contemporary issues and concerns.
- Discuss the importance of the scientific method in anthropological research.
- Identify the correct methods of the undertaking of biological, ethnographic, linguistic, and/or archaeological research.
- Identify the ethical responsibilities and concerns in the conducting of anthropological research.
- Write concisely and logically, incorporating relevant data and knowledge.
- Critically evaluate information sources about different peoples and cultures.

#### Required Core

ANTH 2	Cultural Anthropology	3
ANTH 1	Biological Anthropology	3
ANTH 9	Introduction to Archaeology	3

#### Group A: Select one of the following courses (3 units)

ANTH 3*	Culture and Language	3
ANTH 13	Magic, Witchcraft, and Religion	3

#### Group B: Select one of the following courses or any course from Group A not already used (3-4 units)

BIO 11*	Human Anatomy	4
GEOL 1	Introduction to Physical Geology	4
GEOL 20	Introduction to Earth Science	4
GEOL 23	Environmental Geology	4

#### Group C: Select from the courses below or any course from Group A or Group B not already used (3-4 units)

ANTH 1L*	Biological Anthropology Laboratory	1
ANTH 4	Native American Indian Cultures	3
ANTH 5	Anthropology of Latin America: Culture, Identity, and Power	3
ANTH 6*	Global Issues in Anthropological Perspective	3
ANTH 7	Indians of Southern California	3
ANTH 8	World Prehistory	3
ANTH 10	Celtic Cultures	3
ANTH 13	Magic, Witchcraft, and Religion	3
ANTH 14	Introduction to Visual Culture	3
ANTH 15	The World of Primates	3
ANTH 16*	Archaeological Field Methods	1

ANTH 17	The Biological Evolution of Human Nature	3
ANTH 21	Women, Gender, and Culture: Cross-Cultural Perspectives	3
ANTH 100*	Forensic Anthropology	3
ES 3	Introduction to Chicana/o and Latina/o Cultures	3

**Total Units for the Major 18-20**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Arabic Associate Degree Program

The Arabic Program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in Arabic. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution, as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a comprehensive knowledge of Arabic vocabulary.
- Use proficient conversational skills in Arabic.
- Read and write in Arabic.
- Demonstrate introductory cultural and historic knowledge of Arabic speaking people.

Course ID	Title	Units
ARAB 1*	Elementary Arabic	5
ARAB 2*	Elementary Arabic	5
ARAB 3*	Intermediate Arabic	5
ARAB 4*	Intermediate Arabic	5
ARAB 901*	Arabic Language Lab	.25
ARAB 902*	Arabic Language Lab	.25
ARAB 903*	Arabic Language Lab	.25
ARAB 904*	Arabic Language Lab	.25
Select one course from Restricted Electives:		3
<b>Total Units for the Major</b>		<b>24</b>

#### Restricted Electives

ARAB 21*	Introduction to Arabic Culture	3
CHI 21*	Introduction to Chinese Culture and Influence in the United States	3
FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3
GER 10*	Intermediate Conversational German	3
ITA 21*	Introduction to Italian Culture	3
JA 21*	Introduction to Japanese Culture	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America Through 1900	3
SPAN 21B*	Civilization of Latin American 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Architectural Drafting Certificate and Degree

This occupational program is a two-year sequence of courses designed for students who wish to train for employment in architecture or a field related to the construction industry.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Communicate designs in the 3 languages of architectural visualization: Board Drafting, AutoCAD, and Revit.
- Demonstrate knowledge of at least 7 of the major periods of architectural history: Ancient Egyptian, Ancient Greek, Ancient Roman, Byzantine, Romanesque, Gothic, Renaissance, Baroque, Neoclassical, Craftsman, Art Nouveau, Art Deco, Modern, and Contemporary Architecture.
- Demonstrate knowledge of current construction materials and techniques for residential and commercial construction.
- Write contract documents used in the architecture, engineering and construction industry.

Course ID	Title	Units
<b>First Year</b>		
ARCH 10	Introduction to Architecture	2
ARCH 12	History of Architecture	3
ARCH 50*/DR 50*	Introduction to Computer-Aided Drafting	3
ARCH 51*/DR 51*	Computer-Aided Drafting	3
ARCH 124A	Architectural Drawing I	4
ARCH 218	Foundation Studio in Architecture	4
ARCH 219*	Residential and Commercial Space Planning	4
ARCH 220*	Revit and Building Information Management (BIM)	4
<b>Second Year</b>		
ARCH 34*	Basic Architectural Design I	3
ARCH 42*	Descriptive Drawing and Perspective	3
ARCH 122	Architectural Practice	2
ARCH 124B*	Architectural Drawing II	4
ARCH 124C*	Architectural Drawing III	4
ARCH 126	Materials and Methods of Construction	3
	Select from Restricted Electives	3-6
	<b>Total Units for the Certificate</b>	<b>49-52</b>
<b>Restricted Electives:</b>		
ARCH 44*	Architectural Presentation and Rendering	2
ARCH 132*	Residential Planning Principles and Design	3
ARCH 152*/DR 152*	Advanced Computer-Aided Design	3
ARCH 161	Blueprint Plans and Specification Reading	4
ARCH 163	International Building Code Inspection	4
ARCH 164*	Combination Residential Dwelling Inspection	3
ARCH 165	Electrical Code Inspection	3
ARCH 200	Design in Arizona, Riverside, and Palm Springs	1.5
ARCH 211	Concrete Inspection	3
ARCH 212	Drains, Waste, Vents, Water and Gas	3
ARCH 213	Mechanical Code: Heating, AC, Refrigeration, and Ductwork	3
ARCH 221*	Advanced Revit/Building Information Management II	4
ARCH 260	Architecture in Northern California	1.5
ARCH 261	Orange and San Diego Architecture	1.5
ARCH 262	Los Angeles Architecture	1.5
DR 200*	3D Parametric Modeling - Solidworks	3
MFG 200*	Introduction to Rapid-Prototyping Technology	3
MFG 201*	Advanced CAD Model Making and Tooling	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ARCH 44, 136; ART 40, 41, 80

## Art

### Art Associate Degree Program

The curriculum in the Art Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the associate degree would demonstrate achievement and may support attempts to gain entry-level employment in graphic design or promotion.

### Program Student Learning Outcomes

Students who complete this program will:

- Be prepared for transfer in art history and/or studio art by offering articulated courses, and courses that serve as pre-requisites for admission in the UC system, the CSU system and private institutions.
- Be prepared for employment in the field of art through experience in the studio arts, exhibition design, and art history. Students develop practical skills that translate into a higher level of qualification for employment in the areas of illustration, animation, web design, graphic design, architecture, art education, fashion, interior design, museum studies, art sales, and many other areas.
- Demonstrate skills to pursue lifelong learning in the areas of art history and studio arts.

Course ID	Title	Units
<b>First Year</b>		
ART 40	2-D Foundations	3
ART 41*	Three-Dimensional Design	3
ART 50*	Painting I	3
ART 80	Drawing I	3
	Select from Restricted Electives	3
<b>Second Year</b>		
ARTH 25	Survey of Art History: Ancient Worlds to Gothic	3
ARTH 26	Survey of Art History: Renaissance to Modern	3
ART 85*	Drawing from the Live Model I	3
	Select from Restricted Electives	9
	<b>Total Units for the Major</b>	<b>33</b>

### Restricted Electives:

ART 9\*, 10\*, 11\*, 12\*, 13\*, 51\*, 52\*, 54\*, 57, 58\*, 59\*, 60\*, 61\*, 62\*, 63, 70, 71\*, 72\*, 78, 79\*, 81\*, 82\*, 86\*, 87\*, 140, 141, 142, 145, 175\*, 216\*, 217\*, 240\*, 250\*, ARTH 20, 21, 22, 23, 24, 28, 29.

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.



## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Associate in Arts Degree in Studio Arts for Transfer

The Associate in Arts in Studio Arts for Transfer degree is designed for students who plan to earn a Bachelor of Arts in Art at a California State University institution. The core courses required in this program provide students with a foundation of knowledge to pursue advance study in a variety of programs including General Studio, Ceramics, Crafts, Drawing, Painting, Entertainment Art, Animation, Graphic Design, Illustration, Sculpture, Printmaking and other similar majors of concentration. The Associate in Arts in Studio Arts for Transfer will prepare the student for transfer to a four year University and guarantee admission to the CSU system, though it will not guarantee admission to a particular campus. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Be prepared for transfer in art history and/or studio art by offering articulated courses, and courses that serve as prerequisites for admission in the UC system, the CSU system and private institutions.
- Be prepared for employment in the field of art through experience in the studio arts, exhibition design, and art history. Students develop practical skills that translate into a higher level of qualification for employment in the areas of illustration, animation, web design, graphic design, architecture, art education, fashion, interior design, museum studies, art sales, and many other areas.
- Demonstrate skills to pursue lifelong learning in the areas of art history and studio arts.

Course ID	Title	Units
<b>Required Core:</b>		
ARTH 26*	Survey of Western Art History: Renaissance to Contemporary	3
ART 40	2-D Foundations	3
ART 41*	Three-Dimensional Design	3
ART 80	Drawing I	3
<b>Group A: Select one of the following courses (3 units)</b>		
ARTH 22	Survey of Asian Art (India, China, Japan, and Korea)	3
ARTH 23	African and Oceanic Art	3
ARTH 25	Survey of Art History: Ancient Worlds to Gothic	3
ARTH 29	Introduction to World Art	3
<b>Group B: Select three courses from three areas below (9 units)</b>		
<b>Drawing</b>		
ART 85*	Drawing From the Live Model I	3
or		
ART 81*	Drawing II	3

<b>Painting</b>		
ART 50*	Painting – I	3
<b>Printmaking</b>		
ART 60*	Intaglio (Etching) and Relief I	3
<b>Ceramics</b>		
ART 9*	Ceramics Fundamentals	3
<b>Sculpture</b>		
ART 70	Fundamentals of Sculpture	3
<b>Color</b>		
ART 42*	Color Theory and Practice	3
<b>Total Units for the Major</b>		<b>24</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree in Art History for Transfer

The curriculum in the Art History program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Art History for Transfer degree by providing the necessary breadth in the field and an introduction to the methods used. The Associate in Arts in Art History for Transfer degree fulfills general education requirements for the college, encourages humanistic learning across disciplines and also provides a foundation for all students looking to transfer to a baccalaureate institution as an Art History or Studio Art major.

The Associate in Arts in Art History for Transfer provides training for students seeking a career in the arts including museums, galleries, and art practice. Students who complete the Associate in Arts in Art History for Transfer will receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Students who complete the Associate in Arts in Art History for Transfer will be prepared for transfer in art history, be prepared for employment in the field through experience in art history, and demonstrate skills to pursue lifelong learning in the areas of art history.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate knowledge and skills necessary for transfer as an Art History major.
- Demonstrate skills that translate into a higher level of qualification for employment in museum education, museum curating, gallery design, art sales, and many other areas.
- Use various strategies to evaluate and describe elements of art and visual culture as a basis for lifelong learning in the arts.

Course ID	Title	Units
<b>Required Courses</b>		
ARTH 25	Survey of Art History: Ancient Worlds to Gothic	3
ARTH 26	Survey of Art History: Renaissance to Modern	3
ART 80	Drawing I	3
<b>Group A: Select one of the following courses (3 units)</b>		
ARTH 22	Survey of Asian Art (India, China, Japan, and Korea)	3
ARTH 23	African and Oceanic Art	3
<b>Group B: Select one of the following courses (3 units)</b>		
ART 40	2-D Foundations	3
ART 41*	Three-Dimensional Design	3
ART 85*	Drawing from the Live Model I	3
ART 9*	Ceramics Fundamentals	3
ART 70	Fundamentals of Sculpture	3

ART 10*	Ceramics — Handbuilding I	3
ART 60*	Intaglio (Etching) and Relief I	3
<b>Group C: Select one of the following courses (3-5 units)</b>		
ARTH 21	Women and Art	3
ARTH 24	Indigenous Arts of the Americas	3
ARTH 27	History of American Art	3
ARTH 28	History of Modern Art	3
ARTH 29	Introduction to World Art	3
ART 4	Fundamentals of Art	3
ARTH 20	Art Appreciation	3
SPAN 1*	Elementary Spanish	5
GER 1*	Elementary German	5
FR 1*	Elementary French	5

**Total Units for the Major**      **18-20**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Astronomy Associate Degree Program

The curriculum in the Astronomy Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the associate degree may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify the structure and evolution of the solar system by comparing and contrasting the planets.
- Demonstrate observational techniques used to gather data on astronomical objects.
- Describe the evolution, structure and composition of the universe. Including all galaxies, quasars, proto-galaxies and components within galaxies (stars, gas, dust and non-stellar objects).

Course ID	Title	Units
<b>First Year</b>		
ASTR 20	General Astronomy	3
<i>and</i>		
ASTR 25*	Observational Astronomy	3
CS 1A	Introduction to Computer Science	3
MATH 3A*	Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
PHYS 4A*	General Physics	5
<b>Second Year</b>		
PHYS 4B*	General Physics	5
PHYS 4C*	General Physics	5
<b>Total Units for the Major</b>		<b>34</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of all the courses listed above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Automotive Technology

The Automotive Technology programs are designed to prepare students for employment as automotive technicians. Students may also complete their Associate in Science Degree requirements and prepare to transfer to a four-year college. Training is given in both theory and practical skills in the operation, maintenance, and repair of all types of automotive systems. The following five certificate options are available: Alternative Fuel Vehical Specialist, Automotive Chassis Specialist, Automotive Engine Service Specialist, Automotive Engine Performance Specialist, and General Automotive Technician.

### Alternative Fuel Vehicle Specialist Certificate and Degree Program

This program provides students with knowledge of all operating systems in the modern hybrid and alternative fueled automobile. The emphasis is on the unique characteristics and maintenance issues associated with hybrid and alternative fuel systems and alternative forms of propulsion. Ideal for the small business owner, independent shop, or the dealership career-oriented technician.

### Program Student Learning Outcomes

- **Employability:** Graduates of the Alternative Fuel Vehicle Specialist Program will be well-prepared for employment in the automotive industry.
- **Industry Skills:** Graduates of the Alternative Fuel Vehicle Specialist Program will have current industry-specific skills related to the safety, operation, service, maintenance and repair of alternative fuel vehicles.
- **Alternative Fuel Vehicle Specialist:** Graduates of the Alternative Fuel Vehicle Specialist Program will be able to apply knowledge in the workplace of the different systems of alternative fuel vehicles.
- **License Preparation:** Graduates of the Alternative Fuel Vehicle Specialist Program will be qualified to take the related ASE certification exams.

Course ID	Title	Units
<b>Required Courses:</b>		
AUTO 100	Automotive Fundamentals	3
AUTO 101*	Automotive Electrical Systems	3
AUTO 201*	Advanced Automotive Electrical	3
AUTO 207*	Automotive Engineering Fundamentals	3
AUTO 229*	Diesel Technology	3
AUTO 220*	Alternative Propulsion Systems	3
AUTO 231*	Hybrid and Electrical Vehicle Technology	3
AUTO 232*	Diesel Systems Technology	3
	Select from Restricted Electives	3
<b>Total Units for the Certificate</b>		<b>27</b>

### Restricted Electives:

AUTO 102*	Automotive Engine Performance/Electronics and Ignition Systems	3
AUTO 103*	Automotive Engine Performance/Fuel and Emissions Systems	3
AUTO 105*	Automotive Power Train	3
AUTO 106A*	Automotive Suspension and Alignment	3
AUTO 106B*	Automotive Brake Systems	3
AUTO 107*	Automatic Transmissions	3
AUTO 108*	Automotive Air Conditioning	3
AUTO 202*	Advanced Engine Performance Diagnosis	3
AUTO 226*	Automotive Service Consultant	2
AUTO 227*	Automotive Service Management	3
AUTO 228*	Advanced Vehicle Performance	1
AUTO 240*	Automotive Lab	3
CWE 180*†	Cooperative Work Experience: Automotive	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Alternative Fuel Vehicle Specialist Program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Automotive Chassis Specialist Certificate and Degree Program

This program allows a student to prepare for a career with drivetrain emphasis. This program is ideal for the small-business owner, independent shop, or the dealership career-oriented technician.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate skills for employment in the automotive industry.
- Apply industry-specific skills related to drivetrain operation, diagnostics and repair.
- Apply knowledge of all phases of chassis system operation, diagnostics and repair.
- Demonstrate preparation for related ASE certification exams.

Course ID	Title	Units
AUTO 100	Automotive Fundamentals	3
AUTO 101*	Automotive Electrical Systems	3
AUTO 105*	Automotive Power Train	3
AUTO 106A*	Automotive Suspension and Alignment	3
AUTO 106B*	Automotive Brakes	3
AUTO 107*	Automatic Transmissions	3
AUTO 108*	Automotive Air Conditioning	3
AUTO 201*	Advanced Automotive Electrical	3
AUTO 207*	Automotive Engineering Fundamentals Select from Restricted Electives	3 .5-5
<b>Total Units for the Certificate</b>		<b>27.5-32</b>

### Restricted Electives:

AUTO 109*	California B.A.R. Basic Area Clean Air Car Course	5
AUTO 205*	Advanced Smog Update Training	.5
AUTO 220*	Alternative Propulsion Systems	3
AUTO 226*	Automotive Service Consultant	2
AUTO 227*	Automotive Service Management	3
AUTO 228*	Advanced Vehicle Performance	1
AUTO 229*	Diesel Technology	3
AUTO 231*	Hybrid and Electrical Vehicle Technology	3
AUTO 232*	Diesel Systems Technology	3
AUTO 240*	Automotive Lab	3
CWE 180*†	Cooperative Work Experience: Automotive	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Automotive Chassis Specialist Certificate program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Automotive Engine Performance Specialist Certificate and Degree Program

This program allows a student to prepare for a career with an emphasis in engine performance. The student will be qualified to take the State of California Bureau of Automotive Repair Smog License exam upon completion of this program.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate skills for employment in the automotive industry.
- Apply industry specific skills related to engine performance.
- Apply knowledge of all phases of engine electrical system, computer system diagnostics and repair.
- Demonstrate preparation for related ASE certification exams.

Course ID	Title	Units
AUTO 100	Automotive Fundamentals	3
AUTO 101*	Automotive Electrical System	3
AUTO 102*	Automotive Engine Performance/Electronics and Ignition Systems	3
AUTO 103*	Automotive Engine Performance/ Fuel and Emissions Systems	3
AUTO 109*	California B.A.R. Basic Area Clean Air Car Course	5
AUTO 200*	Enhanced Area Clean Air Car Course	1
AUTO 201*	Advanced Automotive Electrical	3
AUTO 205*	Advanced Smog Update Training	.5
AUTO 207*	Automotive Engineering Fundamentals Select from Restricted Electives	3 3
<b>Total Units for the Certificate</b>		<b>27.5</b>

### Restricted Electives:

AUTO 108*	Automotive Air Conditioning	3
AUTO 202*	Advanced Engine Performance Diagnosis	3
AUTO 220*	Alternative Propulsion Systems	3
AUTO 226*	Automotive Service Consultant	2
AUTO 227*	Automotive Service Management	3
AUTO 228*	Advanced Vehicle Performance	1
AUTO 229*	Diesel Technology	3
AUTO 231*	Hybrid and Electrical Vehicle Technology	3
AUTO 232*	Diesel Systems Technology	3
AUTO 240*	Automotive Lab	3
CWE 180*†	Cooperative Work Experience: Automotive	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Automotive Engine Performance Specialist Certificate program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Automotive Engine Service Specialist Certificate and Degree Program

This program provides the student with a comprehensive background in the engine machining process. Emphasis is on detailed instruction in all phases of engine operation, measurement, machining, blueprinting and assembly procedures. Students will rebuild a complete engine in a two-semester course sequence.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate skills for employment in the automotive industry.
- Apply industry-specific skills related to the process of engine machining.
- Apply knowledge of all phases of engine operation, measurement, machining, blueprinting and assembly to re-build a complete engine.
- Demonstrate preparation for related ASE certification exams.

Course ID	Title	Units
AUTO 100	Automotive Fundamentals	3
AUTO 102*	Automotive Engine Performance/Electronics and Ignition Systems	3
AUTO 103*	Automotive Engine Performance/Fuel and Emissions Systems	3
AUTO 104A*	Automotive Engines	5
AUTO 104B*	Automotive Engines	5
AUTO 204A*	High Performance Engine Blueprinting-Rotating Assembly	3
AUTO 204B*	High Performance Engine Blueprinting-Cylinder Heads	3
AUTO 207*	Automotive Engineering Fundamentals Select from Restricted Electives	5-5
<b>Total Units for the Certificate</b>		<b>28.5-33</b>

#### Restricted Electives:

AUTO 108*	Automotive Air Conditioning	3
AUTO 109*	California B.A.R. Basic Area Clean Air Car Course	5
AUTO 205*	Advanced Smog Update Training	.5
AUTO 220*	Alternative Propulsion Systems	3
AUTO 226*	Automotive Service Consultant	2
AUTO 227*	Automotive Service Management	3
AUTO 228*	Advanced Vehicle Performance	1
AUTO 229*	Diesel Technology	3
AUTO 231*	Hybrid and Electrical Vehicle Technology	3
AUTO 232*	Diesel Systems Technology	3
AUTO 240*	Automotive Lab	3
CWE 180*†	Cooperative Work Experience: Automotive	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Automotive Engine Service Specialist Certificate program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## General Automotive Technician Certificate and Degree Program

This program provides students with knowledge of all operating systems in the modern automobile. Ideal for the small business owner, independent shop, or the dealership career-oriented technician.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate skills for employment in the automotive industry.
- Demonstrate auto industry specific skills.
- Demonstrate skills in automotive diagnosis, maintenance, and repair

Course ID	Title	Units
AUTO 100	Automotive Fundamentals	3
AUTO 101*	Automotive Electrical System	3
AUTO 102*	Automotive Engine Performance/Electronics and Ignition Systems	3
AUTO 103*	Automotive Engine Performance/Fuel and Emissions Systems	3
AUTO 104A*	Automotive Engines	5
AUTO 104B*	Automotive Engines	5
AUTO 105*	Automotive Power Train	3
AUTO 106A*	Automotive Suspension and Alignment	3
AUTO 106B*	Automotive Brakes	3
AUTO 207*	Automotive Engineering Fundamentals Select from Restricted Electives	5-5
<b>Total Units for the Certificate</b>		<b>34.5-39</b>

#### Restricted Electives:

AUTO 107*	Automotive Transmissions	3
AUTO 108*	Automotive Air Conditioning	3
AUTO 109*	California B.A.R. Basic Area Clean Air Car Course	5
AUTO 200*	Enhanced Area Clean Air Car Course	2
AUTO 201*	Advanced Automotive Electrical	3
AUTO 202*	Advanced Engine Performance Diagnosis	3
AUTO 204A*	High Performance Engine Blueprinting-Rotating Assembly	3
AUTO 204B*	High Performance Engine Blueprinting-Cylinder Heads	3
AUTO 205*	Advanced Smog Update Training	.5
AUTO 220*	Alternative Propulsion Systems	3
AUTO 226*	Automotive Service Consultant	2
AUTO 227*	Automotive Service Management	3
AUTO 228*	Advanced Vehicle Performance	1
AUTO 229*	Diesel Technology	3
AUTO 231*	Hybrid and Electrical Vehicle Technology	3
AUTO 232*	Diesel Systems Technology	3
AUTO 240*	Automotive Lab	3
CWE 180*†	Cooperative Work Experience: Automotive	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the General Automotive Technician Certificate program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Biology Associate Degree Program — Biological Science

The curriculum in the Biology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a working knowledge of the scientific method.
- Demonstrate the ability to make links among topics and sub-disciplines so that information can be used for deeper comprehension.
- Demonstrate the ability to use the attained knowledge foundation to illustrate concepts and compare examples.

Course ID	Title	Units
<b>First Year</b>		
BIO 3A*	General Biology I	5
BIO 3B*	General Biology II	5
CHEM 1A*	General Chemistry	5
CHEM 1B*	General Chemistry	5
<b>Second Year</b>		
BIO 3C*	Biochemistry and Molecular Biology	5
CHEM 12A*	Organic Chemistry	5
CHEM 12B*	Organic Chemistry	5
<b>Total Units for the Major</b>		<b>35</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of all the courses listed above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BIO 11, 12 or 15; MATH 3A or 11; PHYS 2A, 2B or 4A, 4B.

## Business

The Business certificates and degrees are designed for the development of a high quality manager for whom there is an ever-growing need. The Business curriculum is structured to furnish a broad preparation for careers in business at the mid-management levels.

### Associate in Science Degree in Business Administration for Transfer

Students who complete the Associate in Science in Business Administration for Transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Students who complete the Business Administration AS-T degree will be prepared to transfer to a four-year institution with the required business, accounting, economics, math, and other learning.
- Students who complete the Business Administration AS-T degree will have learned the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Students who complete the Business Administration AS-T degree will be able to communicate clearly, effectively, and appropriately in writing and orally.

Course ID	Title	Units
<b>Required Courses</b>		
ACCT 1A	Financial Accounting	4
ACCT 1B*	Managerial Accounting	4
ECON 4*	Principles (Micro)	3
ECON 2*	Principles (Macro)	3
BUS 14	Legal Environment of Business	3
or		
BUS 12	Business Law	3
<b>List A: Select one of the following courses (3-5 units)</b>		
MATH 11*	A Brief Course in Calculus	5
MATH 10*	Introduction to Statistics	3
<b>List B: Select two of the following courses or any course from List A not already used (6-9 units)</b>		
CIM 1	Computer Information Systems	4
BUS 1	Introduction to Business	3
or		
BUS 104*	Business Communication	3
<b>Total Units for the Major</b>		<b>27-29</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Business Leadership Certificate and Degree Program

The Business Leadership program is designed to increase the ability to succeed in a highly competitive work environment.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Communicate clearly, effectively, and appropriately in writing and orally.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Students who complete the certificate or degree in the Business Leadership program will have learned how to assess human communication styles; plan and apply motivational strategies; solve human relations issues.

Course ID	Title	Units
BUS 1	Introduction to Business	3
BUS 12	Business Law	
or		
BUS 14	Legal Environment of Business	3
BUS 102	Oral Business Communication	3
BUS 104*	Business Communication	3
BUS 120	Business Management	3
BUS 125	Human Relations in Business	
or		
BUS 223	Human Resources and Employment Law	3
<b>Total Units for the Certificate</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ACCT 1A, BUS 116, 135, 150, 160, 195.

## Business Management Degree Program

The curriculum in the Business Management Associate Degree program is designed to provide the student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers in business, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Communicate clearly, effectively, and appropriately in writing and orally.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Apply the basics of financial accounting.
- Assess human communication styles; plan and apply motivational strategies; solve human relations issues.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
BUS 1	Introduction to Business	3
BUS 102	Oral Business Communications (meets AA Oral Communication requirement)	3
BUS 104*	Business Communication	3
BUS 120	Business Management	3
BUS 125	Human Relations In Business	3
CIM 1	Introduction to Computer Information Systems	3
or		
CIM 10	Introduction to Information Systems	3
or		
CIM 112	Microsoft Office	1.5
<b>Total Units for the Major</b>		<b>20.5-22</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Entrepreneurship Certificate and Degree Program

The Entrepreneurship Certificate is designed for students who wish to emphasize entrepreneurship in their community college business studies, including completing the additional requirements for an Associate in Science degree in this area. Entrepreneurial studies help prepare students who plan to seek a higher degree in business. Completion of the Entrepreneurship Certificate demonstrates achievement, may support job applications, and, importantly, provides students with critical knowledge and tools for planning and starting a new business. The program provides valuable preparation in proven business practices and with business ownership issues such as market focus, measurements of success, and developing a clear and useful business plan.

Because some of the leading causes of failure in new businesses are poor risk management, lack of adequate capitalization, and mismanagement of resources, this program provides specific information in these areas to help make good decisions to ensure success.

The Entrepreneurship Certificate is also useful for members of the community who are planning or starting a new business. Some of these students might prefer to complete the shorter Entrepreneurship Occupational Skills Award.

Many of the courses in the program are designed with the busy professional in mind.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the major influences on small businesses and on starting and building businesses, including governmental, financial, human resource, and other considerations.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Communicate clearly, effectively, and appropriately in writing and orally.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.

Course ID	Title	Units
ACCT 235	Entrepreneurial Accounting	3
BUS 1	Introduction to Business	3
BUS 12	Business Law	3
or		
BUS 14	Legal Environment of Business	3
BUS 104*	Business Communication	3
BUS 120	Business Management	3
BUS 160	Entrepreneurship	3
	Marketing Specialties	3
	Restricted Electives	1.5-4
	Communication Specialties	1.5-3
<b>Total Units for the Certificate</b>		<b>24-28</b>

**Marketing Specialties:**

BUS 105	Social Media Marketing	3
BUS 135	Marketing	3
BUS 136	Principles of Retailing	3
BUS 137	Professional Selling Fundamentals	3
BUS 138/CTVR 138	Advertising	3

**Restricted Electives:**

BUS 223	Human Resources and Employment Law	3
BUS 237	Financing the Entrepreneurial Business	1.5
CWE 180	Cooperative Work Experience: Business	2-4

**Communication Specialties:**

BUS 102	Oral Business Communications	3
CIMA 283E, F, G	Office Skills: Word, Excel, PowerPoint .5, .5, .5	

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: BUS 102, 125, 223.

## Associate in Science Degree

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the major influences on small businesses and on starting and building businesses, including governmental, financial, human resource, and other considerations.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Communicate clearly, effectively, and appropriately in writing and orally.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.

Course ID	Title	Units
ACCT 235	Entrepreneurial Accounting	3
BUS 1	Introduction to Business	3
BUS 12	Business Law	3
or		
BUS 14	Legal Environment of Business	3
BUS 104*	Business Communication	3
BUS 120	Business Management	3
BUS 160	Entrepreneurship	3
	Marketing Specialties	3
	Restricted Electives	1.5-4
	Communication Specialties	1.5-3
<b>Total Units for the Major</b>		<b>24-28</b>

**Marketing Specialties:**

BUS 135	Marketing	3
BUS 136	Principles of Retailing	3
BUS 137	Professional Selling Fundamentals	3
BUS 138/CTVR 138	Advertising	3

**Restricted Electives:**

BUS 223	Human Resources and Employment Law	3
BUS 237	Financing the Entrepreneurial Business	1.5
CWE 180	Cooperative Work Experience: Business	2-4

**Communication Specialties:**

BUS 102	Oral Business Communications	3
CIM 213E, F, G	Office Skills: Word, Excel, PowerPoint .5, .5, .5	

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Completion of the courses above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 102, 125, 223

## Global Business Certificate and Degree Program

Technology and international commerce have redefined business in a global context. The Global Business program prepares students for careers in international business and industries that deal with international trade and global markets. The program focuses on the dynamics of international organization, environments, trade, language, socioeconomic and cultural forces, political and legal issues, and emerging global markets. Completion of the recommended electives demonstrates global competencies in international business. Elective courses provide specialized areas of study. Transfer International Business majors should refer to the Business Administration transfer curriculum.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe global business concepts, principles, and development of successful global business strategies.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.

Course ID	Title	Units
BUS 1	Introduction to Business	3
BUS 12	Business Law	
or		3
BUS 14	Legal Environment of Business	
BUS 104*	Business Communication	3
BUS 150	International Business	3
BUS 260	Survey of Exporting and Importing	3
	Restricted Electives	6-7

**Restricted Electives:**

BUS 102	Oral Business Communications	3
BUS 135	Marketing	3
BUS 137	Professional Selling Fundamentals	3
BUS 138/CTVR 138	Advertising	3
BUS 160	Entrepreneurship	3
CWE 180	Cooperative Work Experience: Business	3-4

**Total Units for the Certificate 21-22**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: BUS 102, 116, 120, 125, 136, 137, 138, 150, 160, 195, 223.

## Associate in Science Degree

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe global business concepts, principles, and development of successful global business strategies.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.

Course ID	Title	Units
BUS 1	Introduction to Business	3
BUS 12	Business Law	
or		3
BUS 14	Legal Environment of Business	
BUS 104*	Business Communication	3
BUS 150	International Business	3
BUS 260	Survey of Exporting and Importing	3
	Restricted Electives	6-7

**Restricted Electives:**

BUS 102	Oral Business Communications	3
BUS 105	Social Media Marketing	3
BUS 135	Marketing	3
BUS 137	Professional Selling Fundamentals	3
BUS 138/CTVR 138	Advertising	3
BUS 160	Entrepreneurship	3
CWE 180	Cooperative Work Experience: Business	3-4

**Total Units for the Major 21-22**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Completion of the courses above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 102, 116, 120, 125, 136, 137, 138, 150, 160, 195, 223.

### Marketing Certificate and Degree Program

The Business Marketing program offers a focus on courses designed to improve student success in the field of promotion, personal selling, and advertising.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Apply classic and contemporary marketing functions, including problem solving, pricing, distribution, promotion, and uses of new technologies, including social media and e-commerce.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.

Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.

Students who complete a certificate or degree in the Marketing Program will be able to communicate clearly, effectively, and appropriately in writing and orally.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
BUS 1	Introduction to Business	3
BUS 12	Business Law	
or		3
BUS 14	Legal Environment of Business	
BUS 104*	Business Communication	3
BUS 135	Marketing	3
BUS/CTVR 138	Advertising	3
	Restricted Electives	6-7
<b>Total Units for the Certificate</b>		<b>25-26</b>

**Restricted Electives:**

BUS 102	Oral Business Communication	3
BUS 105	Social Media Marketing	3
BUS 136	Principles of Retailing	3
BUS 137	Professional Selling Fundamentals	3
*CWE 180	Cooperative Work Experience: Business	3-4

Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 12 or 14, 116.



## Professional Retailing Certificate and Degree Program

Success in business roles and merchandising is often found in the skills of management, promotion, or merchandising. The Professional Retailing program is designed to allow a choice of additional study in one of the three skill areas.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify the fundamentals of professional retailing: merchandising, marketing, management, staffing, buying, pricing, transaction/stock control, location, layout, service, consumer behavior and service, and current problems and trends, as they apply to the retailing of goods and services.
- Assess human communication styles; plan and apply motivational strategies; solve human relations issues.
- Engage successfully in one-to-one professional selling in today's marketplace.
- Demonstrate skills in one of three retailing specialties: management, promotion, or merchandizing.

Course ID	Title	Units
BUS 1	Introduction to Business	3
BUS 125	Human Relations in Business	3
BUS 137	Professional Selling Fundamentals	3
CWE 180	Cooperative Work Experience: Business	1-4
CIM 112	Microsoft Office	3
	Select one Specialty Industry Area	12-15
<b>Total Units for the Certificate</b>		<b>25-31</b>

### Specialty Industry Areas

#### Area I — Management

BUS 12	Business Law	
or		3
BUS 14	Legal Environment of Business	
BUS 104*	Business Communication	3
BUS 120	Business Management	
or		3
BUS 135	Marketing	

#### Area II — Promotion

BUS 135	Marketing	3
BUS 138/CTVR 138	Advertising	
or		3
BUS 105	Social Media Marketing	
FASH 150	Fashion Apparel and Professional Techniques	3
GC 101	Introduction to Graphic Communication	3

#### Area III — Merchandising

BUS 31/FASH 31	Textiles	3
BUS 135	Marketing	3
BUS 136	Principles of Retailing	
or		3
BUS 143/FASH 143	Fashion Buying and Merchandising	
BUS 147/FASH 147	Special Events Coordination and Promotion	3
BUS 148/FASH 148	Visual Merchandising	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 12 or 14, 102, 103, 104, 116, 135, 137, 138, 147, 150, 260; CIM 1, 10, 120, 121A, CIMN 100, 100A, 100B; FASH 140, 144, 150.

## Retail Management Certificate and Degree Program

The Retail Management program, designed by managers of major retail corporations, prepares individuals to be effective managers or for promotion to management in the retail industry. The curriculum assists students' understanding of the scope of the retail manager's job and the requirements for success. Completion of the certificate in Retail Management enhances the opportunity for entry employment as well as advancement in a retail career.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the scope of the retail manager's job and the requirements for success, including merchandising, marketing, management, staffing, buying, pricing, transaction/stock control, location, layout, service, consumer behavior and service, and current problems and trends, as they apply to the retailing of goods and services.
- Communicate clearly, effectively, and appropriately in writing and orally.
- Apply classic and contemporary marketing functions, including problem solving, pricing, distribution, promotion, and uses of new technologies, including social media and e-commerce.
- Demonstrate skills in business math and financial accounting.
- Assess human communication styles; plan and apply motivational strategies; solve human relations issues.

Course ID	Title	Units
ACCT 1A	Financial Accounting	4
ACCT 214	Business Analysis and Calculations	3
BUS 102	Oral Business Communications	3
BUS 104*	Business Communication	3
BUS 120	Business Management	3
BUS 125	Human Relations in Business	3
BUS 135	Marketing	3
BUS 136	Principles of Retailing	3
BUS 223	Human Resources and Employment Law	3
CIM 1	Computer Information Systems	4
or		
CIM 10	Introduction to Information Systems	
or		3
CIM 112	Microsoft Office	
<b>Total Units for the Certificate</b>		<b>31-32</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 12 or 14, 105, 116, 137, 138, 150, 160.

## Entrepreneurship Occupational Skills Award

The Entrepreneurship Occupational Skills Award is particularly useful for members of the community and other students who are planning or are in the process of starting a new business.

Course ID	Title	Units
ACCT 235	Entrepreneurial Accounting	3
BUS 160	Entrepreneurship	3
BUS 223	Human Resources and Employment Law	3
BUS 237	Financing the Entrepreneurial Business	1.5
<b>Total Units for the Award</b>		<b>10.5</b>

## Human Resources Management Occupational Skills Award

The Human Resources Management Occupational Skills Award is designed to increase the ability to succeed in an emerging and evolving work environment. The curriculum assists students' understanding of the scope of human resources management and the requirements for success. Completion of the program in Human Resources Management enhances the opportunity for entry employment as well as advancement in a career.

Course ID	Title	Units
BUS 120	Business Management	3
BUS 125	Human Relations in Business	3
BUS 223	Human Resources and Employment Law	3
<b>Total Units for the Award</b>		<b>9</b>

## Project Management Occupational Skills Award

The Project Management Occupational Skills Award provides the opportunity to master the necessary management concepts to successfully complete projects with an effective level of leadership, planning, and teamwork. The courses assist in the development of the needed skills to gain personal confidence and trust of others to lead a project management team. Completion of this program increases the value of the management skills needed for entry-level employment as well as advancement in a career.

Course ID	Title	Units
BUS 120	Business Management	3
BUS 125	Human Relations in Business	3
CIMA 221	Managing Projects with Microsoft Project	3
<b>Total Units for the Award</b>		<b>9</b>

## Chemistry Associate Degree Program

The curriculum in the Chemistry Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment at the technician level in government agencies and many areas of industry and manufacturing such as petroleum, foods, pharmaceuticals, plastics, and textiles.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a working knowledge of inorganic and organic chemistry, including calculations, reactions, and nomenclature.
- Apply to other fields.
- Demonstrate problem-solving and critical thinking skills.
- Engage in hands-on experiences in both the classroom and the laboratory.

- Show confidence in laboratory skills, operate independently during many procedures, and learn to design their own experiments.
- Interpret experimental information, develop relationships, and correlate that experimental information with theory.
- Write quality exams and laboratory reports, with well-developed explanations, discussions, and conclusions.

Course ID	Title	Units
<b>First Year</b>		
CHEM 1A*	General Chemistry	5
CHEM 1B*	General Chemistry	5
<b>Second Year</b>		
CHEM 12A*	Organic Chemistry	5
CHEM 12B*	Organic Chemistry	5
<b>Total Units for the Major</b>		<b>20</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of all the courses listed above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BIO 3C; MATH 3A, 3B; PHYS 2A, 2B or 4A, 4B.

## Child Development and Education

The Child Development and Education Department offers programs for students considering work with children in a variety of settings. Child Development coursework offers theory based, hands-on opportunities for students to deepen their understanding of children's physical, cognitive, and socioemotional development and apply culturally sensitive, specific pedagogical strategies effective for children ages 0-5 and their families. The Elementary Education degree is designed to prepare students considering elementary teaching with a strong foundation in introductory subject matter requirements for teaching at the elementary school level.

Certificates, degrees, and courses in the CDE Department are aligned with professional early childhood certification requirements, prepare students for transfer to four-year institutions, and provide post certification professional development. The majors offer preparation for careers in state funded children's programs, private preschools, infant and toddler care settings, and elementary school teaching. Programs in the CDE department can also lead to careers working directly or indirectly with children in related fields, such as psychology, social services, educational material development, children's center design, public advocacy, special education, and pediatric health.

## Associate of Science Degree in Early Childhood Education for Transfer

The curriculum in the Associate in Science in Child Development for Transfer is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree may support attempts to gain entry-level employment in social services or promotion.

Please refer to page 49 for more information on transfer degree requirements

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-5 years.
- Apply developmental theory, knowledge of child development, DCLAP, and research based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

Course ID	Title	Units
<b>Required Courses:</b>		
CD 101*	Principles and Practices for Teaching Young Children	3
CD 105*	Child, Family, and Community	3
CD 107*	Child Growth and Development	3
CD 110*	Introduction to Early Childhood Curriculum	3
CD 112*	Health, Safety, and Nutrition	3
CD 117*	Teaching Children in a Diverse Society	3
CD 120*	Observation and Assessment	3
CD 121*	Practicum: The Student Teaching Experience	5
<b>Total Units for the Major</b>		<b>26</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Early Childhood Teacher Certificate and Degree Program

This certificate meets the coursework requirements of the Teacher level Child Development Permit and prepares students to be competent and effective teachers and caregivers for young children ages 3-5. Additional work experience with young children (175 days of 3 hours per day within 4 years) is required to qualify for state permit. Saddleback Certificate can be earned with coursework only.

A minimum grade of "C" in each course is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-5 years.
- Apply developmental theory, knowledge of child development, DCLAP, and research based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.

- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

### Core Courses

Course ID	Title	Units
CD 101*	Principles and Practices of Teaching Young Children	3
CD 105*	Child, Family, and Community	3
CD 107*	Child Growth and Development	3
CD 110*	Introduction to Early Childhood Curriculum	3
CD 111*	Child Guidance and Communication	3
CD 112*	Health, Safety, and Nutrition	3
CD 117*	Teaching in a Diverse Society	3
CD 120*	Observation and Assessment	3

### Supervised Field Experience Course

CD 121*	Practicum: The Student Teaching Experience	5
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Lab placement must be in a setting that serves children ages 3-5

### General Education (16 units):

A course in each of the following 4 areas must be included. See Associate Degree, CSU or IGETC General Education lists found in class schedule or student handbook for acceptable courses.

English/Language Arts	
Science or Math	
Social Sciences	
Humanities/Fine Arts	16
<b>Total Units for the Certificate</b>	<b>45</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College. Students intending to transfer must complete IGETC or CSU pattern general education courses.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

### Associate in Arts Degree in Elementary Teacher Education for Transfer

Upon completion of the Associate in Arts in Elementary Teacher Education for Transfer, students will have a strong foundation in introductory content area subject matter requirements for teaching at the elementary school level. Students will also have the opportunity to participate in supervised fieldwork in K-12 settings. Students who complete the Associate in Arts Degree in Elementary Teacher Education for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Please refer to page 49 for more information on transfer degree requirements

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate introductory subject matter competency for the Multiple Subject California Subject Examination for Teachers (CSET).

- Compare and contrast teaching strategies and approaches appropriate to students of diverse needs, abilities, and backgrounds.
- Discuss the historical influences and current trends in education.

Course ID	Title	Units
<b>Required Courses</b>		
EDUC 90*	Intro to Elementary Education	3
CD 107*	Child Growth and Development	3
BIO 20	Introduction to Biology	4
CHEM 3*	Fundamental Chemistry	4
PHYS 20	The Ideas and Events of Physics	4
GEOL 20	Introduction to Earth Science	4
MATH 112*	Mathematics for Elementary School Teachers	5
SP 1	Communication Fundamentals	3
ENG 1A*	Principles of Composition I	4
ENG 25*	Introduction to Literature	3
GEOG 3	World Regional Geography	3
HIST 4	World History to 1750	3
HIST 16	History of the United States to 1876	3
PS 1	American Government	3
<b>Group A: Select one of the following courses (3 units)</b>		
ENG 1B*	Principles of Composition II	3
ENG 170*	Reasoning and College Reading	3
<b>Group B: Select one of the following courses (3 units)</b>		
ARTH 20	Art Appreciation	3
MUS 20	Music Appreciation	3
TA 20	Theatre Appreciation	3
<b>Group C: Select one of the following courses (3 units)</b>		
ENG 142*	Children's Literature	3
ENG 17A*	Survey of English Literature: Beowulf to Romantic Movement	3
ENG 17B*	Survey of English Lit: Romantic Movement to The Present	3
ENG 15A*	Survey of American Literature: 1620-1860	3
ENG 15B*	Survey of American Literature: 1860-Contemporary	3
PHIL 1*	Introduction to Philosophy	3
PHIL 15*	Introduction to Ethics	3
HUM 1*	Introduction to Humanities	3
HUM 21*	The Search for Meaning: Ideas of Self Across Cultures	3
ANTH 3*	Culture and Language	3
<b>Total Units for the Major</b>		<b>58</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Infant Toddler Teacher Certificate Program

This certificate meets the coursework requirements of the Teacher level Child Development Permit and prepares students to be competent and effective teachers and caregivers in infant and toddler classrooms.

A minimum grade of "C" in each course is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate skills and knowledge related to the unique needs and education of infants and toddlers age 0-36 months.

- Apply developmental theory, knowledge of child development, DCLAP, and research based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

### Core Courses

Course ID	Title	Units
CD 101*	Principles and Practices of Teaching Young Children	3
CD 105*	Child, Family, and Community	3
CD 107*	Child Growth and Development	3
CD 110*	Introduction to Early Childhood Curriculum	3
CD 111*	Child Guidance and Communication	3
CD 112*	Health, Safety, and Nutrition	3
CD 117*	Teaching in a Diverse Society	3
CD 120*	Observation and Assessment	3

### Infant and Toddler Courses

CD 123*	Infant and Toddler Development	3
CD 133*	Infant and Toddler Curriculum and Group Care	3

### Supervised Field Experience Courses

CD 121*	Practicum: The Student Teaching Experience	5
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Lab placement must be in a setting that serves children ages 0-2

### General Education:

**A course in each of the following 4 areas must be included.**

See Associate Degree, CSU or IGETC General Education lists found in class schedule or student handbook for acceptable courses.

English/Language Arts	
Science or Math	
Social Sciences	
Humanities/Fine Arts	16

**Total Units for the Certificate** 51

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Master Teacher Certificate Program

This certificate meets the coursework requirements for the Master Teacher level Child Development Permit and prepares students to be competent and effective teachers and caregivers for young children ages 0-5 and supervisors of adults in early childhood settings.

A minimum grade of "C" in each course is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.

- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children’s development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-5 years.
- Apply developmental theory, knowledge of child development, DCLAP, and research based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate the skills and knowledge used in mentoring and supervising adults in early childhood settings
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

**Core Courses**

Course ID	Title	Units
CD 101*	Principles and Practices for Teaching Young Children	3
CD 105*	Child, Family, and Community	3
CD 107*	Child Growth and Development	3
CD 110*	Introduction to Early Childhood Curriculum	3
CD 111*	Child Guidance and Communication	3
CD 112*	Health, Safety, and Nutrition	3
CD 117*	Teaching in a Diverse Society	3
CD 120*	Observation and Assessment	3

**Supervised Field Experience Courses**

CD 121*	Practicum: The Student Teaching Experience	5
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**Adult Supervision Course**

CD 127*	Adult Supervision and Mentor Practices	2
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**Specialization Units: Choose one of the clusters below**

**Infant /Toddler**

CD 123*	Infant and Toddler Development	3
CD 133*	Infant and Toddler Curriculum and Group Care	3

**Language and Literacy**

CD 115*	Literacy in Early Childhood	3
ENG 142*	Children’s Literature	3

**Science and Math**

CD 113*	Math and Science in Early Childhood	3
GEOL 1	Introduction to Physical Geology	4

**Special Needs**

CD 135*	The Young Child with Special Needs	3
CD 140*	Early Intervention and Inclusion	3

**The Arts**

CD 114*	Creative and Dramatic Arts in Early Childhood	3
ART 9*	Ceramic Fundamentals	3

**General Education (16 units):**

A course in each of the following 4 areas must be included. See Associate Degree, CSU or IGETC General Education lists found in class schedule or student handbook for acceptable courses.

English/Language Arts	
Science or Math	
Social Sciences	
Humanities/Fine Arts	16
<b>Total Units for the Certificate</b>	<b>53-54</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

**School Age Care and Recreation Certificate Program**

This certificate provides a system of professional development for individuals working as before and after school recreation leaders and care givers in a variety of settings that serve school age children. It meets the coursework requirement for the School Age Child Development Permit at the Teacher level.

A minimum grade of “C” in each course is required to receive the certificate.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, family, economic, political, historical contexts that influence all children’s development.
- Demonstrate skills and knowledge related to the unique needs of children in school age in a before and after recreation settings.
- Use the ongoing cycle of curriculum development to plan, implement, and evaluate early childhood curriculum including environments based on developmentally, culturally, linguistically appropriate practices.
- Apply developmental theory, knowledge of child development, and research based teaching strategies to meet the unique educational needs of young children individually and in group care settings.
- Demonstrate professional skills including ethical practices, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers.

**Core Courses**

Course ID	Title	Units
CD 101*	Principles and Practices of Teaching Young Children	3
CD 105*	Child, Family, and Community	3
CD 107*	Child Growth and Development	3
CD 110*	Introduction to Early Childhood Curriculum	3
CD 111*	Child Guidance and Communication	3
CD 112*	Health, Safety, and Nutrition	3
CD 117*	Teaching in a Diverse Society	3
CD 120*	Observations and Assessment	3

**School Age Course**

CD 121*	Practicum: The Student Teaching Experience	5
Lab placement must be in a before/after school care setting with children ages 6-12		
CD 125*	School Age Children and Youth	3

**General Education (16 units):**

A course in each of the following 4 areas must be included. See Associate Degree, CSU or IGETC General Education lists found in class schedule or student handbook for acceptable courses.

English/Language Arts	
Science or Math	
Social Sciences	
Humanities/Fine Arts	16
<b>Total Units for the Certificate</b>	<b>48</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Site Supervisor Certificate Program

This certificate is designed for students who will be single site supervisors under Title 5 regulations or directors for centers regulated by Title 22. It allows holders to supervise Master Teachers, Teachers, Associate Teachers and assistants as well as manage single site programs, provide instruction and serve as coordinators of curriculum and staff development. To be eligible for this level of the California Children's Center Permit, work experience of 350 days of 3 hours per day within 4 years (100 hours of which must include supervision of adults) must be completed.

A minimum grade of "C" in each course is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-5 years.
- Apply developmental theory, knowledge of child development, DCLAP, and research based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate the skills and knowledge in supervising program staff, financial management, licensing requirements, and program management in settings for young children.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

#### Core Courses

Course ID	Title	Units
CD 101*	Principles & Practice of Teaching Young Children	3
CD 105*	Child, Family & Community	3
CD 107*	Child Growth & Development	3
CD 110*	Introduction to Early Childhood Curriculum	3
CD 111*	Child Guidance & Communication	3
CD 112*	Health, Safety & Nutrition	3
CD 117*	Teaching in a Diverse Society	3
CD 120*	Observation & Assessment	3

#### Supervised Field Experience Course

CD 121*	Practicum: The Student Teaching Experience	5
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#### Adult Supervision and Administration Courses (8 units)

CD 127*	Adult Supervision and Mentor Practices	2
CD 128*	Administration of Young Children's Settings: Program	3
CD 129*	Administration of Young Children's Settings: Management	3

#### General Education (16 units):

A course in each of the following 4 areas must be included. See Associate Degree, CSU or IGETC General Education lists found in class schedule or student handbook for acceptable courses.

English/Language Arts	
Science or Math	
Social Sciences	
Humanities/Fine Arts	16

**Total Units for the Certificate 53**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description in catalog.

## Associate Teacher Occupational Skills Award

This skills award meets the coursework requirements for the Associate Teacher level of the Child Development Permit. Additional work experience with young children.

A minimum grade of "C" in each course is required to receive the certificate.

Course ID	Title	Units
CD 101*	Principles and Practices of Teaching Young Children	3
CD 105*	Child, Family, and Community	3
CD 107*	Child Growth and Development	3
CD 110*	Introduction to Early Childhood Curriculum	3
<b>Total Units for the Award</b>		<b>12</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description

## Chinese Associate Degree Program

The Chinese Program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in Chinese. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution, as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate comprehensive knowledge of Chinese vocabulary.
- Use proficient conversational skills in Chinese.
- Read and write in Chinese.
- Demonstrate introductory cultural and historic knowledge of Chinese speaking people.

Course ID	Title	Units
CHI 1*	Elementary Chinese	5
CHI 2*	Elementary Chinese	5
CHI 3*	Intermediate Chinese	5
CHI 4*	Intermediate Chinese	5
CHI 901*	Chinese Language Lab	.25
CHI 902*	Chinese Language Lab	.25
CHI 903*	Chinese Language Lab	.25
CHI 904*	Chinese Language Lab	.25
Select one course from Restricted Electives:		3
<b>Total Units for the Major</b>		<b>24</b>

#### Restricted Electives

ARAB 21*	Introduction to Arabic Culture	3
CHI 21*	Introduction to Chinese Culture and Influence in the United States	3
FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3
GER 10*	Intermediate Conversational German	3
ITA 21*	Introduction to Italian Culture	3
JA 21*	Introduction to Japanese Culture	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America Through 1900	3
SPAN 21B*	Civilization of Latin American 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Cinema/Television/Radio

### Cinema/Television/Radio Certificate and Degree Program

The Cinema/Television/Radio Program prepares the student in all areas relating to the understanding and use of cinematic and broadcast media, with particular emphasis on hands-on experience. Employment possibilities include: producing, directing, on-air talent, editing, and numerous other vocational opportunities. This program provides and encourages both field and studio work in the student's area of specialty. Coursework includes participation in internships at various stations and facilities.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Apply skills and knowledge required to be successful in the media production industry and/or to excel in four-year institutions.
- Produce a demo reel which can showcase their skills and knowledge and help them find employment.
- Demonstrate readiness for employment in the industry and/or transfer to a four-year institution.
- Describe the technical, cultural and economic history and trends of radio, television or film.

Course ID	Title	Units
CTVR 40*	Television and Film Scriptwriting I	3
CTVR 101	Video Production Basics	3
	Select one Specialty Area	15
<b>Total Units for the Certificate</b>		<b>21</b>

### Specialty Area 1 — Cinema

#### Required Courses:

CTVR 31*	Film Production I	3
CTVR 32*	Film Production II	3

#### Restricted Electives: (9 units)

CTVR 42*	Television and Film Directing	3
CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 129*	Documentary Production	3
CTVR 140*	Television and Film Scriptwriting II	3
CTVR 151	Non-Linear Editing I	3
CTVR 233*	Film Production III	3
CTVR 251*	Non-Linear Editing II	3
CTVR 262	Production Management	3
CTVR 264*	Cinematography	2
CTVR 266	Script Supervising for Film and Television	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CTVR 290	Acting for the Camera I	3
CTVR 291*	Acting for the Camera II — Creating a Character	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Specialty Area 2 — Television

#### Required courses:

CTVR 124*	Television Production I	3
CTVR 125*	Television Production II	3

#### Restricted Electives: (9 units)

CTVR 42*	Television and Film Directing	3
CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 128	Television and Radio News	3
CTVR 129*	Documentary Production	3
CTVR 140*	Television and Film Scriptwriting II	3
CTVR 151	Non-Linear Editing I	3
CTVR 251*	Non-Linear Editing II	3
CTVR 262	Production Management	3
CTVR 264*	Cinematography	2
CTVR 266	Script Supervising for Film and Television	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Specialty Area 3 — Radio

#### Required Courses:

CTVR 110	Audio Production	3
CTVR 113*	Radio Broadcasting	3
CTVR 115*	Advanced Radio Broadcasting	2

#### Restricted Electives: (7 units)

CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 114*	Radio Station Activities	2
CTVR 118/ MUS 118	Digital Multi-Track Music Recording	4
CTVR 128*	Television and Radio News	3
CTVR 191	Voice-Over and Announcing	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Specialty Area 4 — Post Production

#### Required Courses:

CTVR 151	Non-Linear Editing I	3
CTVR 251*	Non-Linear Editing II	3
CTVR 253*	Digital Special Effects	3

#### Restricted Electives: (6 units)

CTVR 42*	Television and Film Directing	3
CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 118/ MUS 118	Digital Multi-Track Music Recording	4
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Specialty Area 5 — CTVR-Critical Studies

#### Required Courses: (12 units)

CTVR 3	History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3

#### Restricted Electives: (3 units)

CTVR/JRN 1	Mass Media and Society	3
CTVR 31*	Film Production I	3
CTVR 42*	Television and Film Directing	3
CTVR 100	Introduction to Cinema, Television, and Radio	3

CTVR 124*	Television Production I	3
CTVR 129*	Documentary Production	3
CTVR 140*	Television and Film Scriptwriting II	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1
ENG 52*	The Film as Literature	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

#### Specialty Area 6 — Screen Acting and Voice Performance

CTVR 191	Voice-Over and Announcing	3
CTVR 290	Acting for the Camera I	3
CTVR 291*	Acting for the Camera II - Creating a Character	3

#### Restricted Electives: (6 units)

CTVR 31*	Film Production I	3
CTVR 42*	Television and Film Directing	3
CTVR 124*	Television Production I	3
CTVR 128*	Television and Radio News	3
CTVR 129*	Documentary Production	3
CTVR 140*	Television and Film Scriptwriting II	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1
TA 290	Acting for Television and Film	3

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

### Cinema Occupational Skills Awards

The Cinema Production Occupational Skills Award provides the opportunity to master the fundamental proficiencies to complete a filmic production from the conception to finished product. The courses assist in student development by focusing on specific technical skills as well as working on practical assignments that mirror real-world tasks, including the production of several broadcast-quality short films suitable for use on a demonstration reel. Completion of this program increases the value of the technical, aesthetic, and project management skills needed for employment and advancement in a career in this field.

Course ID	Title	Units
<b>Required Courses:</b>		
CTVR 31*	Film Production I	3
CTVR 32*	Film Production II	3
CTVR 101	Video Production Basics	3
	Select from Restricted Electives	6
<b>Total Units for the Award</b>		<b>15</b>

#### Restricted Electives:

CTVR 40*	Television and Film Scriptwriting I	3
CTVR 42*	Television and Film Directing	3
CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 140*	Television and Film Scriptwriting II	3
CTVR 151	Non-Linear Editing I	3
CTVR 233*	Film Production III	3
CTVR 251*	Non-Linear Editing II	3
CTVR 262	Production Management	3
CTVR 264*	Cinematography	2
CTVR 266	Script Supervising for Film and Television	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CTVR 290	Acting for the Camera I	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### CTVR — Critical Studies Occupational Skills Award

The Critical Studies Occupational Skills Award provides the opportunity to master the fundamental proficiencies to analyze and gain appreciation for visual and media literacy in general and motion pictures/cinematic communication in particular. The courses assist in student development by focusing on specific areas of cinematic history, appreciation and analysis. Completion of this skills award increases the value of the technical, aesthetic, and professional skills in the field of entertainment.

Course ID	Title	Units
<b>Required Courses:</b>		
CTVR 3	History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3
	Select from Restricted Electives	3
<b>Total Units for the Award</b>		<b>15</b>

#### Restricted Electives:

CTVR 1/JRN 1	Mass Media and Society	3
CTVR 100	Introduction to Cinema, Television, and Radio	3
ENG 52*	The Film as Literature	3

### Post Production Occupational Skills Awards

The Post Production Occupational Skills Award provides the opportunity to master the fundamental proficiencies to complete a film, television or electronic media production from the delivery of media to finished product. The courses assist in student development by focusing on specific technical skills as well as working on practical assignments that mirror real-world tasks. Completion of this Occupational Skills Award increases the value of the technical, aesthetic, and project management skills needed for employment and advancement in a career in this field.

Course ID	Title	Units
<b>Required Courses:</b>		
CTVR 151	Non-Linear Editing I	3
CTVR 251*	Non-Linear Editing II	3
CTVR 253*	Digital Special Effects	3
	Select from Restricted Electives	6
<b>Total Units for the Award</b>		<b>15</b>

#### Restricted Electives:

CTVR 42*	Television and Film Directing	3
CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 118/MUS 118	Digital Multi-Track Music Recording	4
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Radio Occupational Skills Awards

The Radio Broadcasting Occupational Skills Award provides the opportunity to master the fundamental proficiencies to complete a radio production from the conception to finished product as well as to understand the principles of radio broadcasting and station management. The courses assist in student development by focusing on specific technical skills as well as working on practical assignments that mirror real-world tasks, including the production of broadcast-quality radio programs suitable for use on a demonstration reel and the hands-on management of the college's flagship radio station KSBR. Completion of this program increases the value of the technical,



aesthetic, and project management skills needed for employment and advancement in a career in this field.

Course ID	Title	Units
<b>Required Courses:</b>		
CTVR 110	Audio Production	3
CTVR 113*	Radio Broadcasting	3
CTVR 115*	Advanced Radio Broadcasting	2
	Select from Restricted Electives	7
<b>Total Units for the Award</b>		<b>15</b>
<b>Restricted Electives:</b>		
CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 114*	Radio Station Activities	2
CTVR 118/MUS 118	Digital Multi-Track Music Recording	4
CTVR 128	Television and Radio News	3
CTVR 191	Voice-Over and Announcing	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Screen Acting and Voice Performance Occupational Skills Award

The Screen Acting and Voice Performance Occupational Skill Award prepares the student in all areas relating to the understanding and application of the skills necessary to perform in mass/electronic media, with particular emphasis on practical on-air/on-camera experience. Employment possibilities include: on-air talent, hosting, news, web-based promotions, film and television production roles, and numerous other vocational opportunities. This program provides and encourages both field and studio work in the student's area of specialty. Coursework may include participation in internships at various stations and facilities.

Course ID	Title	Units
<b>Required Courses:</b>		
CTVR 191	Voice-Over and Announcing	3
CTVR 290	Acting for the Camera I	3
CTVR 291*	Acting for the Camera II – Creating a Character	3
	Select from Restricted Electives	6
<b>Total Units for the Award</b>		<b>15</b>
<b>Restricted Electives:</b>		
CTVR 31*	Film Production I	3
CTVR 40*	Television and Film Scriptwriting I	3
CTVR 42*	Television and Film Directing	3
CTVR 101	Video Production Basics	3
CTVR 124*	Television Production I	3
CTVR 128	Television and Radio News	3
CTVR 129*	Documentary Production	3
TA 290	Acting for Television and Film	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Television Occupational Skills Awards

The Television Production Occupational Skills Award provides the opportunity to master the fundamental proficiencies to complete a television production from the conception to finished product. The courses assist in student development by focusing on specific technical skills as well as working on practical assignments that mirror real-world tasks, including the production of broadcast-quality programs suitable for use on a demonstration reel. Completion of this program increases the value of the technical, aesthetic, and project management skills needed for employment and advancement in a career in this field.

Course ID	Title	Units
<b>Required Courses:</b>		
CTVR 101	Video Production Basics	3
CTVR 124*	Television Production I	3
CTVR 125*	Television Production II	3
	Select from Restricted Electives	6
<b>Total Units for the Award</b>		<b>15</b>
<b>Restricted Electives:</b>		
CTVR 40*	Television and Film Scriptwriting I	3
CTVR 42*	Television and Film Directing	3
CTVR 111*	Audio and Sound Design for Television and Film	3
CTVR 128	Television and Radio News	3
CTVR 129*	Documentary Production	3
CTVR 140*	Television and Film Scriptwriting II	3
CTVR 151	Non-Linear Editing I	3
CTVR 251*	Non-Linear Editing II	3
CTVR 262	Production Management	3
CTVR 264*	Cinematography	2
CTVR 266	Script Supervising for Film and Television	3
CTVR 280*	Cinema/Television/Radio Employment Skills	3
CWE 180*	Cooperative Work Experience: Cinema/TV/Radio	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate of Arts Degree in Communication Studies for Transfer

The curriculum in the Associate in Arts in Communication for Transfer is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree may support attempts to gain entry-level employment in social services or promotion.

**Please refer to page 49 for more information on transfer degree requirements**

#### Program Student Learning Outcomes

- Students who complete this program will be able to:
- Use enhanced awareness to describe ethical ways of interacting.
  - Effectively communicate in front of audiences.
  - Demonstrate proficiency in research and citation technique.
  - Correctly apply communication theories to enhance the quality of their interactions in their everyday lives.

Course ID	Title	Units
<b>Required Courses:</b>		
SP 1	Communication Fundamentals	3
SP 3*	Argumentation and Debate	3
SP 5	Interpersonal Communication	3
<b>Select two of the following courses (6 Units)</b>		
CTVR/JRN 1	Mass Media and Society	3
CTVR 124*	Television Production I	3
MATH 10*	Introduction to Statistics	3
SP 20	Intercultural Communication	3
SP 106	Forensics Activity	3
SP 30/TA 30	Introduction to Oral Interpretation	3
<b>Select one of the following courses or any of the courses not selected above (3 Units)</b>		
ANTH 2	Cultural Anthropology	3
ENG 1B*	Principles of Composition II	3
JRN 2	News Writing	3
PSYC 1	Introduction to Psychology	3
SOC 1	Introduction to Sociology	3
<b>Total Units for the Major</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Computer and Information Management

The Computer and Information Management program includes industry standard programs that prepare students for careers using technology in the business workplace. The programs are: Applications Developer, E-Commerce Specialist, Network Administrator, Software Specialist, Web Designer, and Webmaster.

### Applications Developer Certificate and Degree Program

This program is designed to prepare the student for entry-level employment as an applications developer.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the areas of application development.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIMP 5	Business Programming I: Visual Basic	3.5
CIMP 7A*	Business Programming: Java — Beginning	3
CIMW 105	Web Development and DB: Intro SQL and MySQL	3
CIMW 250A	Microsoft ASP.NET — Beginning	3.5
	MySQL	3
	Select from Restricted Electives	5-7
<b>Total Units for the Certificate</b>		<b>18-20</b>

#### Restricted Electives:

CIMP 7B*	Business Programming: Java — Advanced	3
CIMN 200	Introduction to Networking	3
CIMN 230	Computer Operating Systems: Unix/Linux	3
CIMW 245*	Web Development: PHP & CMS/Word Press E-Commerce	3
CIMN 250*	Network and Security Administration Using Unix/Linux	3
CIMW 250B*	Microsoft ASP.NET — Advanced	3.5
CIMW 260*	Web Development: Javascript, Frameworks, jQuery, AJAX	3
CIMW 100A*	Web Site Development: HTML — Beginning	1.5
CIMW 100B*	Web Site Development: HTML — Advanced	1.5
CIMP 115	Business Programming — C#	3.5
CIMA 288	Database Reporting	3.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: ACCT 1A, 1B; BUS 1, 12; CIM 112, 121A, CIMW 207, CIMN 200, 210; ECON 2, 4; MATH 10.

### Associate in Science Degree

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the areas of application development.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.

- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIM 2A	Business Programming I: Visual Basic	3.5
CIM 7A*	Business Programming: Java — Beginning	3
CIM 205A	Web Development and DB: Intro SQL and MySQL	3
CIM 251*	Introduction to Networking	3
CIM 260A*	Microsoft ASP.NET — Beginning	3.5
CIM 269A*	Web Development: JavaScript — Beginning	1.5
CIM 271A*	Web Development: XHTML — Beginning	1.5
	Select from Restricted Electives	3-4.5
<b>Total Units for the Major</b>		<b>22-23.5</b>

#### Restricted Electives:

CIM 7B*	Business Programming: Java — Advanced	3
CIM 172*	Computer Operating Systems: Unix/Linux	3
CIM 225*	Web Development: PHP	3
CIM 257*	Network and Security Administration Using Unix/Linux	3
CIM 260B*	Microsoft ASP.NET — Advanced	3.5
CIM 269B*	Web Development: Javascript, Frameworks, and Intro to AJAX	3
CIM 271B*	Web Development: XHTML — Advanced	1.5
CIM 287	Business Programming — C#	3.5
CIM 288	Database Reporting	3.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Completion of the above courses and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ACCT 1A, 1B; BUS 1, 12; CIM 112, 121A, 227, 251, 252; ECON 2, 4; MATH 10.

### E-Commerce Specialist Certificate and Degree Program

The E-Commerce Specialist Certificate program prepares the student to apply business functions to the web. All types of business sectors and activities can be web-based, including retail, wholesale, import-export, human resources, customer service, or departments within an organization. Electronic commerce, or e-commerce, is used in public and private business, both profit and non-profit sectors, in corporations, government, small businesses, professional associations, and personal applications as well. This program provides the skills for conducting business on the web, preparing an electronic approach, and managing an e-commerce web presence.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the areas of E-commerce.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIMW 100A*/100B*	Web Site Development: HTML — Beginning/Advanced	1.5, 1.5
CIMW 240*	Web 2.0 Design: Cascading Style Sheets	3
CIMW 110A*	Creating Web Pages: Dreamweaver — Beginning	1.5
CIMW 280‡	Web Design: Capstone Portfolio Project	1.5
	Select from Restricted Electives	9

**Restricted Electives: Total Units for the Certificate 18**

BUS 135	Marketing	3
CIMW 245*	Web Development: PHP & CMS/Word Press E-Commerce	3
CIMW 220A/B*	Web Animation: Flash — Beginning/Intermediate	1.5, 1.5
CIMW 110B*	Creating Web Pages: Dreamweaver — Advanced	1.5
CIMS 200*	Information Security Fundamentals	3
CIMW 235	Web Development: Adobe Fireworks	1.5
CIMA 106	Database: Access	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

‡Final course to be taken

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGEC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Network Administrator Certificate and Degree Program

This program prepares the student for an entry-level position as an information systems network administrator.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the area of Network Administration.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIM 1	Computer Information Systems	4
or		
CIM 112	Microsoft Office	3
CIMN 230	Computer Operating Systems: Unix/Linux	3
CIMN 100+	Computer Operating Systems: Windows	3
CIMN 200	Introduction to Networking	3
CIMN 210	Networking Essentials and Technologies	3.5
	Select from Restricted Electives	6

**Total Units for the Certificate 21.5-22.5**

### Restricted Electives:

CIMP 7A/B*	Business Programming: Java — Beginning/Advanced	3, 3
CIMW 105	Web Development and DB: Intro SQL and MYSQL	3
CIMA 106	Database: Access	3
CIMW 207	Social Media and Web Fundamentals	1.5
CIMA 108	Business Presentations: PowerPoint	3
CIMN 240*	Fundamental Unix/Linux System Administration	3
CIMN 250*	Network and Security Administration Using Unix/Linux	3
CIMW 100A*/B*	Web Site Development: HTML — Beginning/Advanced	1.5, 1.5
CIMS 200*	Information Security Fundamentals	3
CIMS 230	Security+	3
CIMN 220A	MCITP Certification Exam Prep I	3
CIMN 220B	MCITP Certification Exam Prep II	3
CIMN 220C	MCITP Certification Exam Prep III	3
CIMN 220D	MCITP Certification Exam Prep IV	3
CIMN 220E	MCITP Certification Exam Prep V	3
CIMN 220F	MCITP Certification Exam Prep VI	3
CIMS 250	Cyberlaw	3
CIMN 260	Interconnecting CISCO Network Devices	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+Completion of the A and B versions of this course can also be used to fulfill this requirement.

Suggested coursework not required for the major: CIMP 5, CIMA 102, 104, 104A; ECON 2, 4; CMT 215, 220\*, 225\*, 230\*.

## Associate in Science Degree

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the area of Network Administration.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIM 1	Computer Information Systems	4
or		
CIM 112	Microsoft Office	3
CIMN 230	Computer Operating Systems: Unix/Linux	3
CIMN 100+	Computer Operating Systems: Windows	3
CIMN 200	Introduction to Networking	3
CIMN 210	Networking Essentials and Technologies	3.5
	Select from Restricted Electives	6

**Total Units for the Major 21.5-24**

### Restricted Electives:

CIMP 7A/B*	Business Programming: Java — Beginning/Advanced	3, 3
CIMW 105	Web Development and DB: Intro SQL and MYSQL	3
CIMA 106	Database: Access	3
CIMW 207	Social Media and Web Fundamentals	1.5
CIMA 108	Business Presentations: PowerPoint	3
CIMN 240	Fundamental Unix/Linux System Administration	3
CIMN 250	Network and Security Administration Using Unix/Linux	3
CIMW 100A/B*	Web Site Development: HTML — Beginning/Advanced	1.5, 1.5

CIMS 200	Information Security Fundamentals	3
CIMS 230	Security+	3
CIMN 220A	MCITP Certification Exam Prep I	3
CIMN 220B	MCITP Certification Exam Prep II	3
CIMN 220C	MCITP Certification Exam Prep III	3
CIMN 220D	MCITP Certification Exam Prep IV	3
CIMN 220E	MCITP Certification Exam Prep V	3
CIMS 250	Cyberlaw	3
CIMN 260	Interconnecting CISCO Network Devices	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+Completion of the A and B versions of this course can also be used to fulfill this requirement.

Completion of the courses above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: CIMP 5, CIMA 102A, B, 104, 104A; ECON 2, 4; CMT 215, 220\*, 225\*, 230\*.

### Software Specialist Certificate and Degree Program

The Software Specialist Certificate program prepares the student for an entry-level position as a knowledge worker in the technical work environment using industry-standard software packages.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment with industry standard technical software packages.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIM 10	Introduction to Information Systems	3
or		
CIM 112	Microsoft Office	3
CIMA 102+	Word Processing: Word	3
CIMA 104+	Spreadsheets: Excel	3
CIMA 106	Database: Access	3
CIMA 108	Business Presentations: PowerPoint	3
	Select from Restricted Electives	3
<b>Total Units for the Certificate</b>		<b>18</b>

#### Restricted Electives:

CIM 121A/B*/C*	Keyboarding for Computers — Beginning/Intermediate/Advanced	1.5, 1.5, 1.5
CIMN 100+	Computer Operating Systems: Windows	3
CIMN 230	Computer Operating Systems: Unix/Linux	3
CIMA 212	Managing Projects With Microsoft Project	3
CIMA 223A*/B*	Computerized Accounting: QuickBooks — Beginning/Advanced	1.5, 1.5
CIM 274A/B	Web Digital Imagery: Photoshop — Beginning/Advanced	1.5, 1.5
CIMW 207	Social Media and Web Fundamentals	1.5
CIMW 110A*/B*	Creating Web Pages: Dreamweaver — Beginning/Advanced	1.5, 1.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+Completion of the A and B versions of this course can also be used to fulfill this requirement.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ACCT 214; CIMN 200, 210; ECON 2, 4.

### Web Designer Certificate and Degree Program

The Web Designer Certificate program prepares the student to develop a web presence for businesses, organizations, and individuals in communication, marketing, and data management through the development of a website. Students will learn how to reach an audience and communicate ideas. The program includes basic and advanced software skills, developing a mission, goals, and the promotion and maintenance of a website.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the area of Website Design.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Demonstrate skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIMW 220	Web and Mobile 3D/2D Animation: Adobe Flash	3
or		
CIMW 220A/B*	Web Animation: Flash—Beginning/Intermediate	1.5, 1.5
CIMW 100A*/B*	Web Site Development: HTML — Beginning/Advanced	1.5, 1.5
CIM 274A	Web Digital Imagery: Photoshop — Beginning	1.5
CIMW 110A*/B*	Creating Web Pages: Dreamweaver — Beginning/Advanced	1.5, 1.5
CIMW 280‡	Web Design: Capstone Portfolio Project	1.5
	Select from Restricted Electives	6
<b>Total Units for the Certificate</b>		<b>18</b>

#### Restricted Electives:

CIMW 105	Web Development and DB: Intro SQL and MYSQL	3
CIMW 245*	Web Development: PHP & CMS/Word Press E-Commerce	3
CIMW 250A*	Microsoft ASP.NET — Beginning	3.5
CIMW 260	Web Development: Javascript, Frameworks, jQuery, AJAX	3
CIMW 240*	Web 2.0 Design: Cascading Style Sheets	3
CIM 274B*	Web Digital Imagery: Photoshop — Advanced	1.5
CIMW 235	Web Development: Adobe Fireworks	1.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description

‡Final course to be taken

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Webmaster Certificate and Degree Program

The Webmaster Certificate program prepares the student to build and administer a website and set up and maintain its web server. Students learn the technical aspect of server-level concerns of web construction and management to efficiently run websites in business and government organizations or for individuals. Topics include networking, security, web development, and database administration.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the area of website design and administration.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Demonstrate skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIMP 7A	Business Programming: Java — Beginning	3
CIMN 230	Computer Operating Systems: Unix/Linux	3
CIMN 200	Introduction to Networking	3
CIMN 210	Networking Essentials and Technologies	3.5
CIMW 250A*	Microsoft ASP.NET — Beginning	3.5
CIMW 280#	Web Design: Capstone Portfolio Project	1.5
	Select from Restricted Electives	3
<b>Total Units for the Certificate</b>		<b>20.5</b>

### Restricted Electives:

CIMW 240*	Web 2.0 Design: Cascading Style Sheets	3
CIMP 7B*	Business Programming: Java — Advanced	3
CIMW 100A*	Web Site Development: HTML Beginning	1.5
CIMW 105	Web Development and DB: Intro SQL and MYSQL	3
CIMN 240*	Fundamental Unix/Linux System Administration	3
CIMN 250*	Network and Security Administration using Unix/Linux	3
CIMW 250B*	Microsoft ASP.NET — Advanced	3.5
CIMS 200*	Information Security Fundamentals	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

#Final course to be taken

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Information Security: Security Occupational Skills Award

The Information Security: Security Occupational Skills Award provides the opportunity to master the necessary computer information security concepts to successfully implement various InfoSec security strategies.

Course ID	Title	Units
CIMS 200*	Information Security Fundamentals	3
CIMS 210	Network Defense and Countermeasures	3
CIMS 220	Information Security Management	3
CIMS 230	Security+	3
CIMS 250	Cyberlaw	3
<b>Total Units for the Award</b>		<b>15</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Office & Computer Skills Occupational Skills Award

An introduction to office procedures and basic skills needed for employment in today's office environment. Areas of study include: office environment, organizational structure, computer skills, business math, filing, and records management.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate key skills for employment in the areas of office administration.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through meaningful internships and capstone projects.

Course ID	Title	Units
CIMA 283A	Office Skills: Office Procedures	2.5
CIMA 283B	Office Skills: Keyboarding	.5
CIMA 283D	Office Skills: Windows	.5
CIMA 283E	Office Skills: Word Processing (Word)	.5
CIMA 283F	Office Skills: Spreadsheets (Excel)	.5
CIMA 283G	Office Skills: Desktop Presentation for Business (PowerPoint)	.5
CIMA 283H	Office Skills: Database (Access)	.5
CIMA 283J	Office Skills: Desktop Publishing (Publisher)	.5
or		
CIMA 283K	Office Skills: Business Email (Outlook)	.5
<b>Total Units for the Award</b>		<b>6</b>

## Computer Maintenance Technology Certificate and Degree Program

The Computer Maintenance Technology Certificate program prepares the student for entry-level employment as a computer technologist or computer technician in companies involved in the manufacture, installation, repair, maintenance, upgrading, or sales of personal computers and hardware for personal computers and computer networks.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate proper use of measures and procedures to protect personal computer hardware against damage due to electrostatic discharge (ESD).

- State and demonstrate software and hardware troubleshooting skills and procedures for personal computers.
- State, compare, and contrast the major features and tools in modern PC operating systems.
- Describe the functions and performance specifications of the major hardware items in a PC.

Course ID	Title	Units
CIM 1 or	Introduction to Computer Information Systems	3
CIM 10 <sup>+</sup>	Introduction to Information Systems	3
CIM 174+	Computer Operating Systems: Windows	3
CMT 215 or	Electronics for Computer Technologists	3
ET 101 or	Survey of Electronics	3
ET 133	DC and AC Fundamentals	4
CMT 220*	Computer Maintenance and Repair I	3
CMT 225*	Computer Maintenance and Repair II	3
CMT 230*	Applied Network Technology	3
CMT 235*	A+ Exam Preparation for Computer Service Technicians	3
<b>Total Units for the Certificate</b>		<b>21-22</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

+Completion of the A and B versions of this course can also be used to fulfill this requirement.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: CIM 227, 251, 252; ET 114

## Computer Science Associate Degree Program

The curriculum in the Computer Science Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering a major in computer science, earning the associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Apply critical thinking skills in the analysis of a variety of programming problems.
- Create a correctly functioning program from a previously designed solution to a given programming problem.
- Complete a programming project with multiple programs, working individually and as part of a group.

Course ID	Title	Units
CS 1A	Introduction to Computer Science	3
CS 1B*	Introduction to Programming	3
CS 1C*	Advanced Programming	3
CS 1D*	Data Structures	3
CS 3A*	Computer Organization and Machine Language	3
CS 3B*	Computer Organization and Assembly Language	3
MATH 3A*	Analytic Geometry and Calculus	5

MATH 3B*	Analytic Geometry and Calculus	5
	Select from Restricted Electives	3-4
<b>Total Units for the Major</b>		<b>31-32</b>

### Restricted Electives:

CS 4A*	Introduction to Java for Computer Science	3
CS 4B*	Advanced Topics in Java for Computer Science	3
ET 114*	Digital Electronic Circuits	4

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of all courses listed above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: MATH 3C, 24, 26.

## Construction Inspection Certificate and Degree Program

This program is designed to provide technical and theoretical knowledge of construction and secure employment as in-house, agency, city, county, or state building safety inspector.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate working knowledge of either the locally adopted International Building Code or the Residential Building Code.
- Apply inspection techniques required in one of the following areas: concrete inspection, plumbing inspection, mechanical inspection, electrical inspection, general building code inspection.
- Demonstrate knowledge of current construction materials and techniques for residential and commercial construction.

Course ID	Title	Units
ARCH 161	Blueprint Plans and Specification Reading	4
ARCH 163	International Building Code Inspection	4
ARCH 164*	Combination Residential Dwelling Inspection	3
ARCH 165	Electrical Code Inspection	3
ARCH 211	Concrete Inspection	3
ARCH 212	Plumbing Codes — Drains, Waste, Vents, Water, and Gas	3
ARCH 213	Mechanical Codes — Heating, Air Conditioning, Refrigeration, and Ductwork	3
<b>Total Units for the Certificate</b>		<b>23</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: MATH 351.

## Consumer Services Certificate and Degree Program

The Consumer Services program prepares students for a wide variety of employment opportunities that link the consumer, business, and government and improve communication among all three groups. This includes acting in a responsible manner to consumer problems and trends and providing information so that the consumer can use the products and services of a company correctly and with maximum benefits.

This program offers coursework for professional improvement and retraining as well as core courses to be utilized as transfer courses for students pursuing a Bachelor's degree in programs involving Family and Consumer Sciences/Home Economics, Business/Credit Counseling, or Consumer Affairs.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify and analyze current research on a consumer topic.
- Identify and demonstrate an awareness and appreciation for different cultures, traditions and their impact on consumer behaviors.
- Demonstrate competence in dealing with consumer complaints.

Course ID	Title	Units
BUS 125	Human Relations in Business	3
BUS 160	Entrepreneurship	3
CIM 112	Microsoft Office	3
FCS 115	Consumer Issues	3
FCS 142	Life Management	3
CWE 180*	Cooperative Work Experience: Consumer Services	2
	Select one Specialty Area	6-7
<b>Total Units for the Certificate</b>		<b>23-24</b>

#### Specialty Area 1— Foods and Nutrition:

FN 50	Fundamentals of Nutrition	3
FN 110*	Food Preparation Essentials	3

#### Specialty Area 2 — Interior Design:

ID 110	Fundamentals of Interior Design	3
ID 116	Interior Materials and Products	4

#### Specialty Area 3 — Fashion:

FASH 31/BUS 31	Textiles	3
FASH 150	Fashion Apparel and Professional Techniques	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 12, 103, 104, 135, 137; FN 64, 160, 171.

## Cosmetology

### Cosmetology Certificate Program

The Cosmetology program consists of sixteen hundred (1600) hours of intensive training and study designed to prepare the student to take the California State Board of Cosmetology ex-amination for licensure. Units include theory and practice in fundamental skills in all phases of beauty culture. Assignment of units is based on hours in attendance. See the Course Description portion of the Catalog for prerequisite requirements for admission to the program.

Transfer students will be accepted on a space-available basis providing they have not achieved more than 500 certified hours of training.

A career in cosmetology offers men and women personal satisfaction in one of the nation's largest service industries. It provides a pleasant environment with year-round employment and full-time and part-time employment opportunities. Licensed graduates may be employed as hair dressers, salon managers or owners, hair coloring specialists, hair stylists, make-up artists, facial specialists, manicurists, nail technicians, wig stylists, manufacturers' field representatives, demonstrators and lecturers, receptionists, laboratory technicians, and cosmetic buyers.

Students enrolling in the Cosmetology Program are required to purchase an equipment kit that will be used during the program.

This program is offered on an open enrollment basis, and a waiting list may be maintained for those students who desire to enroll. Interested students should contact the Advanced Technology and Applied Science division office

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Respect the need to deliver worth service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.
- Perform basic manipulation skills in the areas of hairstyling, hair shaping, hair coloring, texture services, scalp and hair conditioning, skin and makeup, manicures, pedicures and nail extensions.
- Perform basic analytical skills to determine proper makeup, hairstyle and color application for the clients overall image.
- Apply learned theory, technical information and related matter to assure sound judgments, decisions and procedures.

Course ID	Title	Units
COS 410A	Cosmetology Freshman—Level 1 (400 hours)	12
COS 410B*	Cosmetology Intermediate—Level 2 (400 hours)	12
COS 410C*	Cosmetology Advanced—Level 3 (400 hours)	12
COS 410D*	Cosmetology Senior—Level 4 (400 hours)	12
<b>Total Units for the Certificate (1,600 hours)</b>		<b>48</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

The Cosmetology Certificate Program is a nondegree-granting program; the courses in this program may not be used to satisfy Associate degree major elective unit requirements.

## Cosmetician Occupational Skills Award

The Cosmetician Occupational Skills Award is designed to prepare the student for licensure as a Cosmetician/Esthetician. The student will be able to administer skin care to clients at salons, spas, dermatology offices, private clinics, and stores specializing in skin care products.

Course ID	Title	Units
COS 440	Cosmetician	16
<b>Total Units for the Award</b>		<b>16</b>

## Culinary Arts

### (ALSO SEE FOODS)

The Culinary Arts courses are designed to train students for careers in catering, chef training, and restaurant operations, as well as for promotion of foods, equipment, and products. The program offers coursework for professional improvement, and some courses can be utilized as transfer courses for students pursuing a bachelor's degree in Family and Consumer Sciences/Home Economics with a Foods emphasis.

## Advanced Culinary Arts Certificate and Degree Program

The Advanced Culinary Arts program prepares students for many contemporary employment opportunities within the restaurant and hospitality industries.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate preparation for entry level employment in the hospitality industry.
- Demonstrate basic fundamental knowledge and skills related to the culinary arts.
- Demonstrate competence in food production while using safety and sanitation protocol necessary for employment in the culinary arts.

Course ID	Title	Units
CWE 180*†	Cooperative Work Experience: Foods and Nutrition	2
<i>and</i>		
FN 261* †	Internship	1
FN 50	Fundamentals of Nutrition	3
<i>or</i>		
FN 205	Nutrition for Culinary Professionals	3
FN 110*	Food Preparation Essentials	3
FN 120*	Contemporary Meals	3
FN 142*	Classical French Cuisine	2
FN 171	Sanitation and Safety	2
<i>or</i>		
FN 210	Servsafe in Food Production	1
FN 173*	Catering and Banquets	3
FN 240*	Culinary Principles I	3
FN 241*	Culinary Principles II	3
FN 244*	Baking Fundamentals I	3
FN 245	Baking Fundamentals II	2
FN 246*	Pantry	3
FN 275	Food and Beverage Operations	3
	Select from Restricted Electives	6
<b>Total Units for the Certificate</b>		<b>41-42</b>

#### Restricted Electives:

FN 140*	Cultural Cuisine	2
FN 220*	French Bistro Cuisine	2
FN 222*	Chinese Cuisine	2
FN 223*	Asian Cuisine	2
FN 226*	Mexican Cuisine	2
FN 227*	Mediterranean Cuisine	2
FN 228*	Italian Cuisine	2
FN 230*	Vegetarian Cuisine	2
FN 232*	Techniques of Healthy Cooking	2
FN 236*	American Regional Cuisine	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 104\*, 135, 136, 160; FN 64, 160; FCS 115, 142.

## Basic Culinary Arts Certificate and Degree Program

The Basic Culinary Arts program prepares students for many contemporary employment opportunities. These include Chef, Cook, Specialty and Ethnic Restaurant Operations, Food and Beverage Service, Fast Foods Operations, and Food Service in schools and day-care centers for the young and elderly.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate preparation for employment in the food service industry.
- Demonstrate practical skills in a wide variety of applications related to the food service.
- Demonstrate proficient safety and sanitation production practices as related to the food service industry.

Course ID	Title	Units
CWE 180*†	Cooperative Work Experience: Foods and Nutrition	2
<i>and</i>		
FN 261* †	Internship	1
FN 50	Fundamentals of Nutrition	3
<i>or</i>		
FN 205	Nutrition for Culinary Professionals	3
FN 110*	Food Preparation Essentials	3
FN 120*	Contemporary Meals	3
FN 171	Sanitation and Safety	2
<i>or</i>		
FN 210	Servsafe in Food Production	1
FN 240*	Culinary Principles I	3
FN 241*	Culinary Principles II	3
FN 244*	Baking Fundamentals I	3
FN 246*	Pantry	3
	Select from Restricted Electives	4-6
<b>Total Units for the Certificate</b>		<b>29-32</b>

#### Restricted Electives:

FN 220*	French Bistro Cuisine	2
FN 222*	Chinese Cuisine	2
FN 226*	Mexican Cuisine	2
FN 227*	Mediterranean Cuisine	2
FN 230*	Vegetarian Cuisine	2
FN 236*	American Regional Cuisine	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 104\*, 135, 136, 160; FCS 115, 142; FN 64, 140\*, 142\*, 160.



## Catering Certificate and Degree Program

The Catering program is designed to prepare students for a wide variety of employment opportunities within catering operations as well as for developing and owning their own catering business.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate preparation for employment in the catering industry.
- Demonstrate proficient catering skills necessary for business operations.
- Demonstrate competence in the production of catered events.

Course ID	Title	Units
BUS 160	Entrepreneurship	3
CWE 180*†	Cooperative Work Experience: Foods and Nutrition	2
<i>and</i>		
FN 261* †	Internship	1
FN 50	Fundamentals of Nutrition	3
<i>or</i>		
FN 205	Nutrition for Culinary Professionals	3
FN 110*	Food Preparation Essentials	3
FN 120*	Contemporary Meals	3
FN 171	Sanitation and Safety	2
<i>or</i>		
FN 210	Servsafe in Food Production	1
FN 173*	Catering and Banquets	3
FN 240*	Culinary Principles I	3
FN 241*	Culinary Principles II	3
FN 244*	Baking Fundamentals I	3
FN 246*	Pantry	3
FN 275	Food and Beverage Operations Select from Restricted Electives	3 4
<b>Total Units for the Certificate</b>		<b>38-39</b>

### Restricted Electives:

FN 140*	Cultural Cuisine	2
FN 220*	French Bistro Cuisine	2
FN 222*	Chinese Cuisine	2
FN 223*	Asian Cuisine	2
FN 226*	Mexican Cuisine	2
FN 227*	Mediterranean Cuisine	2
FN 228*	Italian Cuisine	2
FN 232*	Techniques of Healthy Cooking	2
FN 236*	American Regional Cuisine	2
FN 241*	Culinary Principles II	3
FN 245*	Baking Fundamentals II	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: FCS 115, 142; FN 64, 160.

## Dance Associate Degree Program

The curriculum in the Dance Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Perform basic positions and qualities with body awareness and alignment specific to the dance technique given in class.
- Demonstrate proficiency by performing movement combinations specific to the technique given in class.
- Successfully demonstrate knowledge of dance terminology through writing and various forms of expression.
- Identify technical support through the staging of choreographic works in a dance performance.
- Create dances using phrasing, variations and other elements of design in choreography.
- Demonstrate knowledge of a particular dance form through a variety of written assignments which may include: critiques, internet research, reading assignments, essays, exams and/or discussions in class.

The following course of study must be completed to fulfill major requirements for the Associate Degree in Dance:

Course ID	Title	Units
DANC 9*	Choreography	3
DANC 10	Dance Production	
<i>or</i>		
DANC 11	Dance Rehearsal and Performance	2
DANC 52*	Ballet Dancing Level I	1-1.5
DANC 53*	Intermediate Ballet	1-1.5
DANC 55*	Modern Dance Level I	1-1.5
DANC 56*	Intermediate Modern Dance	1-1.5
DANC 58*	Jazz Dancing Level I	1-1.5
DANC 64	History of Dance	3
	Select from Restricted Electives	5.5-8
<b>Total Units for the Major</b>		<b>18.5-23.5</b>

### Restricted Electives:

DANC 51, 54, 57, 59\*, 60, 61\*, 62\*, 63, 65, 66, 67, 68; ETT 42; KNES 28.

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Completion of the required courses in the major and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Drafting Technology Certificate and Degree Program

The Drafting Technology program includes courses designed to provide a general background and specialized skills to help the student find employment in government and private enterprise, especially where drafting skills are required.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Communicate designs in 2 languages of mechanical drafting: AutoCAD and Solidworks.
- Demonstrate proficient drafting skills in 2 dimensional and 3 dimensional drawings.
- Demonstrate knowledge of annotation and dimensioning techniques used in producing drawings in the engineering and manufacturing fields.

Course ID	Title	Units
DR 23	Engineering Graphics	3
or		
DR 100	Fundamentals of Industrial and Mechanical Design	3
DR 50*/ARCH 50*	Introduction to Computer-Aided Drafting	3
DR 51*/ARCH 51*	Computer-Aided Drafting	3
DR 101*	Mechanical Design	3
DR 102	Mech Design and Marketing Portfolio	3
DR 120	Engineering Technology	3
DR 152*/ARCH 152*	Advanced Computer-Aided Design	3
DR 200*	3D Parametric Modeling – Solidworks	3
DR 201*	Advanced 3D Parametric Modeling — Solidworks	3
DR 202*	Geometric Dimensioning and Tolerancing	3
DR 203	Green and Sustainable Manufacturing Design	3
	Select from Restricted Electives	3
	<b>Total Units for the Certificate</b>	<b>36</b>
<b>Restricted Electives:</b>		
ET 101	Survey of Electronics	3
MFG 200*	Introduction to Rapid-Prototyping Technology	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Students who have completed one year of high school mechanical drafting, or equivalent, are exempt from taking DR 100.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ARCH 124A; CIM 1; CS 1A; GEOL 23/ENV 23; MATH 124, 251, 253, 255; PHYS 20.

## Ecological Restoration Certificate Program

The certificate in Ecological Restoration trains students for a practical ecological application of appropriate techniques for a variety of ecological restoration projects. The projects may be carried out by industry or government agencies and may have specific legal requirements for implementation and proof of success. Students completing the certificate may be hired by local, county, state, or federal government; private consulting firms; or subcontractors hired by any of these agencies.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the major restoration techniques and identify the benefits and limitations of each approach.
- Develop a restoration plan for a specific site.
- Identify the regulatory and technical requirements for monitoring restoration sites.

Course ID	Title	Units
ECOL 201	Ecological Restoration Techniques	4
ECOL 202	Advanced Ecological Restoration Techniques	4
ENV 1	Introduction to Environmental Studies	3
ENV 18	Introduction to Ecology	4
	Select from Restricted Electives	13
	<b>Total Units for the Certificate</b>	<b>28</b>

### Restricted Electives:

CWE 180	Cooperative Work Experience: Ecological Restoration	1-2
ENV 24	Natural History of California	4
ENV 105*	Environmental Studies Internship	2
ENV 123	Water and Soil Conservation	3
ENV 202	Green Living	2
GEOG/GIS 110*	Introduction to Geographic Information Systems (GIS)	2
HORT 113	Soils and Fertilizers	3
HORT 116	Irrigation Systems	3
HORT 166	Ornamental Native Plants	1.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: ARCH 50/DR 50; ENV 106; GEOL 23/ENV 23.

## Economics

### Economics Associate Degree Program

The curriculum in the Economics Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this major, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Students who complete the Economics Program will be able to:
  - Define scarcity, and show how it relates to the concepts of choice and cost.
  - Outline the role of comparative advantage in exchange.
  - Describe and analyze the economy in quantitative terms using national income and employment data from the standpoint of current and constant dollars.
  - Utilize the demand and supply model and use the model to critically analyze real world examples.
  - Explain the role of prices in allocating goods, services and factors of production.

Course ID	Title	Units
ECON 2*	Principles (Macro)	3
ECON 4*	Principles (Micro)	3
MATH 3A*	Analytic Geometry and Calculus	5
or		
MATH 11*	A Brief Course in Calculus	5
MATH 3B*	Analytical Geometry and Calculus	5
or		
MATH 10*	Introduction to Statistics	3
	Select from Restricted Electives	4-6
<b>Total Units for the Major</b>		<b>18-22</b>

**Restricted Electives:**

ACCT 1A, 1B; BUS 1, 104; CIM 1, 10; CS 1A; HIST 7, 8; MATH 3C, 24, 26; PS 11/ECON 11.

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Associate in Arts Degree in Economics for Transfer

The Associate in Arts in Economics for Transfer program provides a foundation in economics and the mathematics necessary for upper-division economics for students planning to transfer into a baccalaureate program in economics. This background should provide students with the tools to successfully complete a bachelor's degree. Students who complete the Associate in Arts in Economics for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. An associate degree may support attempts to gain entry-level employment or promotion, but a baccalaureate or higher degree, which can be achieved through transfer, is recommended for those considering careers in the discipline.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Students who complete the Economics Program will be able to:
  - Define scarcity, and show how it relates to the concepts of choice and cost.
  - Outline the role of comparative advantage in exchange.
  - Describe and analyze the economy in quantitative terms using national income and employment data from the standpoint of current and constant dollars.
  - Utilize the demand and supply model and use the model to critically analyze real world examples.
  - Explain the role of prices in allocating goods, services and factors of production.

Course ID	Title	Units
<b>Required Courses</b>		
ECON 2*	Principles (Macro)	3
ECON 4*	Principles (Micro)	3
MATH 10*	Introduction to Statistics	3
MATH 11*	A Brief Course in Calculus	5
OR		
MATH 3A*	Analytic Geometry and Calculus	5
OR		
MATH 3AH*	Honors Analytic Geometry and Calculus	5

### GROUP A: Select one of the following courses (3-5 units)

MATH 24*	Elementary Differential Equations	4
CIM 10	Introduction to Information Systems	3
CS 1A	Introduction to Computer Science I	5
MATH 3B*	Analytic Geometry and Calculus	5
ACCT 1A	Financial Accounting	4
ACCT 1B*	Managerial Accounting	4
CIM 1	Computer Information Systems	4
BUS 104*	Business Communication	3

### GROUP B: Select one of the following courses or any course from GROUP A not already used (3-5 units)

PS/ECON 11	International Political Economy	3
MATH 3C*	Analytic Geometry and Calculus	5
MATH 26*	Introduction to Linear Algebra	4
<b>Total Units for the Major</b>		<b>20-24</b>

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Education

(ALSO SEE CHILDHOOD DEVELOPMENT AND EDUCATION)

## Electronic Technology

The Electronic Technology program serves three main purposes: (1) to provide certificate programs to prepare the student for a multitude of careers as an electronic technician, (2) to provide electronics skill upgrading or updating for improved job-related technical competency, and (3) to prepare students for transfer to university Engineering Technology or Industrial Technology programs.

The program curriculum and equipment are reviewed regularly by local electronics companies to ensure that the graduate can work effectively in the current electronics industry and adapt to new electronic products and technologies.

The three certificate programs available are: Analog and Digital Circuit Electronic Technology, Digital Electronic Technology, and General Electronic Technology.

## Analog and Digital Circuit Electronic Technology Certificate and Degree Program

This program prepares the student for entry-level employment as an Electronic Technician in companies involved in the manufacture, testing, troubleshooting, and repair of analog and digital circuit hardware. Courses cover a wide variety of discrete and integrated circuits with many functions, technologies, physical implementations, frequency bands, and complexities to provide maximum flexibility for employment within the electronics industry.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate knowledge of common electronic components: identify, describe, and determine the performance of common analog and digital electronic components.
- Demonstrate knowledge of common electronic circuits: identify, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of electronics test equipment: show proper use of and connection to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- Demonstrate electronics troubleshooting skills: state and show troubleshooting skills and procedures for analog and digital electronics.
- Describe and determine the performance of common analog and digital electronic communication systems.

Course ID	Title	Units
ET 114*	Digital Electronic Circuits	4
ET 118*	Electronic Communication Systems	4
ET 133	D.C. and A.C. Fundamentals	4
ET 135*	Semiconductor Devices and Circuits	4
ET 200*	Digital Signal Processing and Microcontrollers	4
<b>Total Units for the Certificate</b>		<b>20</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: Any Electronic Technology course not taken in certificate program; CMT 220, 225, 230; MATH 7, 124, 251, 253; PHYS 2A, 2B, 20.

## Digital Electronic Technology Certificate and Degree Program

This program prepares the student for entry-level employment as an Electronic Technician in companies involved in the manufacture, testing, installation, and repair of digital computers and related equipment. This certificate covers an introduction to computer software and repair.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate knowledge of common electronic components: identify, describe, and determine the performance of common analog and digital electronic components.
- Demonstrate knowledge of common electronic circuits: identify, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of electronics test equipment: show proper use of and connection to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- Demonstrate electronics troubleshooting skills: state and show troubleshooting skills and procedures for analog and digital electronics.
- Describe the main hardware and software components of a modern Windows based personal computer system.

Course ID	Title	Units
CMT 220*	Computer Maintenance and Repair I	3
CMT 225*	Computer Maintenance and Repair II	3
ET 114*	Digital Electronic Circuits	4
ET 133	D.C. and A.C. Fundamentals	4
ET 135*	Semiconductor Devices and Circuits	4
ET 200*	Digital Signal Processing and Microcontrollers	4
<b>Total Units for the Certificate</b>		<b>22</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: Any Electronic Technology course not taken in certificate; CMT 230; CS 1B, 3A, 3B; MATH 7, 124, 251, 253; PHYS 2A, 2B, 20.

## General Electronic Technology Certificate and Degree Program

This program provides the student an education in the fundamentals of electronics and maximum flexibility to take elective courses of personal interest and complete a certificate in the shortest period of time. This program prepares the student for entry-level employment as an Electronic Technician at many companies.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify, describe, and determine the performance of common analog and digital electronic components.
- Draw, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of and connections to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- State and demonstrate troubleshooting skills and procedures for analog and digital electronics.

Course ID	Title	Units
ET 114*	Digital Electronic Circuits	4
ET 133	D.C. and A.C. Fundamentals	4
ET 135*	Semiconductor Devices and Circuits	4
	Select from Restricted Electives	6-8
<b>Total Units for the Certificate</b>		<b>18-20</b>

### Restricted Electives:

ET 118*	Electronic Communication Systems	4
ET 200*	Digital Signal Processing and Microcontrollers	4
ET 201	Robotic Fundamentals	2
ET 202*	Intermediate Robotics	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: Any Electronic Technology course not taken in certificate; CIM 10; CMT 220, 225, 230; MATH 7, 124, 251, 253, 255; PHYS 2A, 2B, 20.

## Basic Analog and Digital Electronics Occupational Skills Award

The Basic Analog and Digital Electronics Occupational Skills Award documents successful completion of the beginning courses in the Electronic Technology certificates. This award establishes that the student has studied the basics of analog and digital electronics, both in theory and in laboratory testing and troubleshooting.

Course ID	Title	Units
ET 114*	Digital Electronic Circuits	4
ET 133	DC and AC Fundamentals	4
ET 135*	Semiconductor Devices and Circuits	4
<b>Total Units for the Award</b>		<b>12</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Emergency Medical Technician Occupational Skills Award

The Emergency Medical Technology curriculum is designed to prepare the student for licensure as an EMT. The course prepares the student to care for the sick and injured in the hospital, at the scene of an emergency, and/or during transport.

Course ID	Title	Units
EMT 207*	Emergency Medical Technician Procedures	11
EMT 207C*	Emergency Medical Technician Clinical Observation	.75
<b>Total Units for the Award</b>		<b>11.75</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Engineering Associate Degree Program

The curriculum in the Engineering Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate understanding of classical mechanics (Newtonian mechanics).
- Use Newtonian mechanics to solve structural problems in a static environment.
- Demonstrate understanding of material properties when solving static equilibrium problems.

Course ID	Title	Units
<b>First Year</b>		
CHEM 1A*	General Chemistry	5
CHEM 1B*	General Chemistry	5
CS 1A	Introduction to Computer Science	3
MATH 3A*	Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
PHYS 4A*	General Physics	5
<b>Second Year</b>		
MATH 3C*	Analytic Geometry and Calculus	5
MATH 24*	Elementary Differential Equations	4
MATH 26*	Introduction to Linear Algebra	4
PHYS 4B*	General Physics	5
PHYS 4C*	General Physics	5
<b>Total Units for the Major</b>		<b>51</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of all the courses listed above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## English

### Associate in Arts Degree in English for Transfer

The English curriculum provides the transfer student the opportunity to earn an Associate in Arts in English for Transfer degree that will allow completion of both general education requirements and major preparatory course work. In addition, the selection of courses ensures the English major a broad perspective on the history of literature, coupled with the necessary writing, thinking, and research training essential for academic achievement. Students who complete the Associate in Arts Degree in English for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate writing fluency, critical thinking ability, and research skills. These skills will include grammar review as well as expository and persuasive writing instruction.
- Use skill and creativity along with critical judgment of literary forms as they compose their own nonfiction, short stories, novels, poems, plays, and screenplays
- Examine traditional literary themes and genres in courses addressing American, British and World literature, and students will explore contemporary themes and genres in courses such as African-American Literature, Ethnic Voices in Literature, and Women Authors. The broad spectrum of literature courses allows students to focus on a particular area of interest.

Course ID	Title	Units
<b>Required Courses</b>		
ENG 1B*	Principles of Composition II	3
ENG 25*	Introduction to Literature	3
<b>Group A: Select two of the following courses (6 units)</b>		
ENG 15A*	Survey of American Literature: 1620-1860	3
ENG 15B*	Survey of American Literature: 1860-Contemporary	3
ENG 17A*	Survey of English Literature: Beowulf to Romantic Movement	3
ENG 17B*	Survey of English Literature: Romantic Movement to the Present	3
ENG 21A*	World Literature: Ancient to 17th Century	3
ENG 21B*	World Literature: 17th Century to Modern Period	3
<b>Group B: (3 units)</b>		
ENG 3*	Introduction to Creative Writing	3
<b>Group C: Select one of the following courses or any course from List A not already used (3-5 units)</b>		
ENG 1A*	Principles of Composition I	4
SPAN 1*	Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
SPAN 3*	Intermediate Spanish	5
JRN 2*	News Writing	3
BUS 104*	Business Communication	3
SP 30	Introduction to Oral Interpretation	3
TA 20	Theatre Appreciation	3
<b>Total Units for the Major</b>		<b>18-20</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## English Literature Associate Degree Program

The curriculum in the English Literature Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate writing fluency, critical thinking ability, and research skills. These skills will include grammar review as well as expository and persuasive writing instruction.
- Use skill and creativity along with critical judgment of literary forms as they compose their own nonfiction, short stories, novels, poems, plays, and screenplays.
- Examine traditional literary themes and genres in courses addressing American, British and World literature, and students will explore contemporary themes and genres in courses such as African-American Literature, Ethnic Voices in Literature, and Women Authors. The broad spectrum of literature courses allows students to focus on a particular area of interest.

Course ID	Title	Units
ENG 1A*	Principles of Composition I (meets AA Writing Proficiency requirement)	4
ENG 1B*	Principles of Composition II Select from Restricted Electives	3 12
<b>Total Units for the Major</b>		<b>19</b>

### Restricted Electives:

ENG 15A\*, 15B\*, 17A\*, 17B\*, 18\*, 19\*, 20\*, 21A\*, 21B\*, 27A\*.

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ENG 44, 52; HIST 4, 5; PHIL 1, 12. Completion of four college semesters, or the equivalent, of a foreign language is strongly recommended.

## English as a Second Language Completion Certificate

### BEGINNING LEVEL

The beginning level multiskills courses leading to a certificate prepare students for the next level by working on all four language skills, including reading, writing, speaking, and listening. Students acquire a practical communicative vocabulary, rudimentary skills in conversation, composition, and comprehension as well as an introduction to the American sound system.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

Course ID	Title	Hours
ESL 320	Beginning Multiskills I	99.6
ESL 321*	Beginning Multiskills II	99.6
ESL 322	Beginning Conversation	49.8
ESL 323*	Beginning Pronunciation	33.2
ESL 325*	Beginning Reading and Writing	49.8
<b>Total Hours for the Certificate</b>		<b>332</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

### INTERMEDIATE LEVEL-PRE COLLEGE

The intermediate level multiskills courses leading to a certificate prepare students for the next level by working on all four language skills, including reading, writing, speaking, and listening while acquiring a practical communicative vocabulary of approximately 1400-1800 words. Additionally students complete specialized courses designed to further develop skills in conversation, composition and comprehension as well as focus on intonation and sounds of American English.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

### CORE COURSES

Course ID	Title	Hours
ESL 330*	Intermediate Multiskills I	99.6
ESL 331*	Intermediate Multiskills II	99.6
ESL 332*	Intermediate Conversation	49.8
ESL 333*	Intermediate Pronunciation	49.8
ESL 335*	Intermediate Writing I	49.8
or		
ESL 336*	Intermediate Writing II	49.8
and		
ESL 801*	Intermediate Writing II Lab	16.6
<b>Total Hours for the Certificate</b>		<b>348.6- 365.2</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

### ADVANCED LEVEL

The required advanced level multiskills courses leading to a certificate prepare students to mainstream academic or vocational courses by focusing on reading, writing, and grammar while acquiring a more academic vocabulary of an additional 300-500 words. Additionally, students have options within the two remaining required classes. One option is designed to further develop skills in conversation on a variety of topics, vocabulary including affixes, or nuances in pronunciation patterns of American English. The options within the second requirement expose students to American culture through film, literature, or simulated college lectures. These advanced courses transition into mainstream coursework.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

### CORE COURSES

Course ID	Title	Hours
ESL 340*	Advanced Multiskills	99.6
ESL 342*	Advanced Conversation	49.8
ESL 343*	Advanced Pronunciation	49.8
and		
ESL 999*	ESL Laboratory	16.6

**Select one Vocabulary course:**

ESL 344*	Idioms and Expressions in American English	33.2
or		
ESL 354*	Vocabulary Skills for College	49.8

**Select one Academic/Writing course:**

ESL 350*	Essential Academic Skills	99.6
or		
ESL 346*	Advanced Writing for Work	49.8
or		
ESL 345*	Advanced Reading and Writing	49.8
and		
ESL 888*	ESL Skills Lab	16.6

**Select one Grammar course with a lab**

ESL 347*	Advanced Grammar Review	49.8
and		
ESL 999*	ESL Laboratory	16.6
or		
ESL 357*	Grammar Review for College	49.8
and		
ESL 999*	ESL Laboratory	16.6
	Select one Restricted Elective from below	49.8

**Total Hours for the Certificate 348**

**Restricted Electives:**

ESL 355*	ESL Reading for College: American Literature	49.8
ESL 358*	Listening and Notetaking Skills for College	49.8
ESL 359*	American Language and Culture through Film	49.8

\*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

## Environmental Studies Associate Degree Program

Environmental Studies is an interdisciplinary program that provides students with an integrated and critical knowledge of the natural environment and the relationships and interactions humans have with it. The program provides students with the understanding that environmental challenges face every aspect of society, and it provides them with the skills needed to help solve these complex problems through cooperation and negotiation with the different and often competing stakeholders. The program combines classroom, laboratory, and field study instruction giving students a well-rounded preparation in the field of environmental studies.

The curriculum in the Environmental Studies Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate social responsibility by using critical thinking skills.
- Demonstrate scientific literacy and ability to engage in scientific inquiry concerning environmental issues through the evaluation and analysis of scientific literature, and presentation of results in written and oral form.
- Evaluate environmental impact of personal decisions on the local, regional, national, and global environment.

Course ID	Title	Units
ENV 1	Introduction to Environmental Studies	3
ENV 18	Introduction to Ecology	4
	Select from Restricted Electives	13
<b>Total Units for the Major</b>		<b>20</b>

**Restricted Electives:**

ENV 6*	Scarcity and Environment	3
ENV 23/GEOL 23	Environmental Geology	4
ENV 24	Natural History of California	4
ENV 25	Environmental Hazards to Health	3
ENV 30	Alternative Energy Technologies	3
ENV 37	Environmental Ethics	3
ENV 40	Environmental Law and Policy	3
ENV 105*	Environmental Studies Internship	2
CWE 180*	Cooperative Work Experience: Environmental Studies	1-2
ENV 106	Natural Resource Conservation	3
ENV 123/HORT 123	Water and Soil Conservation	3
GEOG/GIS 110*	Introduction to Geographic Information Systems (GIS)	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ANTH 2; ARCH 12; BIO 3A, 3B; CHEM 1A, 1B; CIM 1; CS 1A, 1B or higher programming course; GEOG 1; GEOL 1; HORT 166; PHYS 2A, 2B.

## Sustainability Studies Occupational Skills Award

The goal of Sustainability Studies is to create ecologically and socially appropriate solutions to manage our human needs, impacts with the built environment, and the emerging green economy within the capacity of nature without compromising future generations. The goal is to educate students on the importance of sustainability and then train them how to become sustainable not only in their everyday lives, but in their careers as well. Students will be prepared to transfer to sustainability related programs at the university level, be at an advantage for jobs in the coming green economy, be positioned to develop new businesses and other employment opportunities, and become more engaged citizens.

Course ID	Title	Units
ENV 1	Introduction to Environmental Studies	3
ENV 6*	Scarcity and Environment	3
or		
ENV 37	Environmental Ethics	3
ENV 202	Green Living	2
	Select from Restricted Electives	6
<b>Total Units for the Award</b>		<b>14</b>

**Restricted Electives:**

ENV 30	Alternative Energy Technologies	3
ENV 106	Natural Resource Conservation	3
ENV 123	Water and Soil Conservation	3

\*Course has a prerequisite, corequisite, limitation, or recommendation preparation; see course description.

## Ethnic Studies Associate Degree Program

The curriculum in the Ethnic Studies Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

The Ethnic Studies program is interdisciplinary in scope and will begin with a focus on the history, literature, and cultures of African Americans, Asian Americans, Chicanas(os)/Latinas(os), Middle Eastern Americans, and Native Americans. Courses also explore the relations of these cultures to each other and their relations to the dominant American culture in order to foster understanding about such topics as ethnicity, race, gender, sexuality/sexual orientation, class, and religion. Other groups which have been isolated in a similar manner from the dominant culture in the United States may be included in the Ethnic Studies Program.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the ethnic and cultural landscape of the United States.
- Articulate the historical, social, and cultural contexts of specific racial and ethnic groups within the United States.
- Describe the processes of racialization and social differentiation in historical and geographical context.
- Demonstrate an understanding of the various factors that play a role in the formation of cultural identity.
- Compare representations of borderlands, hybridity, migration, and diaspora from different cultures.
- Critically analyze power and inequality in a multiethnic and multicultural context.
- Analyze the major factors that influence cross-cultural understandings and interactions between ethnic and racial groups in the United States.

Select a minimum of 21 units from the following list of required Ethnic Studies classes. Many of these courses also fulfill general education course requirements.

#### Core Requirements

(Both courses are required for a major)

Course ID	Title	Units
CCS 1	Multicultural Experiences in the United States	3
CCS 2	Multicultural Identities in the United States	3

#### Breadth Requirements

Social and Behavioral Sciences	6
Humanities/Arts Perspective	6
Restricted Electives	3

**Total Units for the Major** 21

#### Social and Behavioral Sciences

Select six units from the following courses:

Course ID	Title	Units
ANTH 4	Native American Indian Cultures	3
ANTH 7	Indians of Southern California	3
CCS 10	Margins and Border Crossings	3
CD 117*	Teaching in a Diverse Society	3
HIST 21	Women in United States History: A Multicultural Perspective	3
HIST 33	The Political/Social History of the Chicanas(os)	3
HIST 81	African American History	3
HS 131	Multicultural and Diverse Population in the United States	3
PSYC 16*	Introduction to Cross-Cultural Psychology	3
SOC 6	Introduction to Asian Cultures in the United States	3
SOC 20/HIST 20	Ethnic Cultures of the United States	3

#### Humanities/Arts Perspective

Select six units from the following courses:

Course ID	Title	Units
ART 24	Indigenous Arts of the Americas	3
CTVR 7	Cross Cultural Cinema	3
ENG 24*	Ethnic Voices in Literature: The American Experience	3
MUS 27	History of Jazz	3
SL 101	Deaf Culture and Its History	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3
TA 110	Chicana(o)/Latina(o) Theatre	3

#### Restricted Electives

Select one course from the following:

ANTH 5, 21; ARAB 21\*; ART 22, 23, 29; CHI 21\*; DANC 64; HIST 27, 28, 30, 70, 71, 72, 74, 75, HIST/PS 80; JA 21\*; KOR 21\*; MUS 23; PHIL 10\*; PSYC 16\*; SPAN 21A\*, 21B\*.

\*Course has a prerequisite, corequisite, limitation, or recommendation preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: FASH 144; KNES 28, 29.

## Family and Consumer Sciences Certificate and Degree Program

The Family and Consumer Sciences program is designed to develop those skills necessary for gainful employment in the field of Home Economics. Combined with courses such as business, journalism, television, or advertising, the Family and Consumer Sciences curriculum can also fulfill the vocational objectives of those who want to use their background in business or communications. Those wishing to transfer to a four-year college and receive a Bachelor's degree in Family and Consumer Sciences/Home Economics should refer to the transfer program in the catalog and in the catalog of the intended college of transfer.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify and analyze current research on a consumer science topic.
- Use the psychology of advertising and the marketplace and identify motivations and trends.
- Develop a personal and/or family budget.

Course ID	Title	Units
FASH 31/BUS 31	Textiles	3
FASH 110*	Contemporary Clothing Construction	3
FCS 115	Consumer Issues	3
FN 50	Fundamentals of Nutrition	3
FN 110*	Food Preparation Essentials	3
ID 110	Fundamentals of Interior Design	3
ID 121*	Space Planning	3
	Select from Restricted Electives	6
<b>Total Units for the Certificate</b>		<u>27</u>



**Restricted Electives:**

FASH 112*	Fashion Sewing — Advanced	3
FASH 141	Apparel Selection	3
FASH 144	Fashion Trends and Cultural Costumes	3
FCS 142	Life Management	3
FN 64	Nutrition Issues	3
FN 120*	Contemporary Meals	3
FN 160	Nutrition, Weight Management, and Eating Disorders	3
FN 171	Sanitation and Safety	2
FN 210	Servsafe in Food Production	1
ID 122	History of Interior Architecture and Furnishings I	3
ID 125	History of Interior Architecture and Furnishings II	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: FASH 120, 130, 140; FN 140, 142, 171.

## Fashion Design

The Fashion Design program prepares students with the necessary skills to obtain positions in the design, apparel manufacturing, tailoring, pattern making, custom dressmaking, and related fields. Students may focus on one of the following certificate programs: Fashion Design and Advanced Fashion Design and Apparel Manufacturing. Many of the clothing courses can be utilized as transfer courses for those pursuing a Bachelor's degree in Family and Consumer Science (Home Economics) with a Clothing and Textiles emphasis. Refer also to the Transfer Patterns section of this catalog or of the intended college of transfer.

## Advanced Fashion Design and Apparel Manufacturing Certificate Program

The Advanced Fashion Design and Apparel Manufacturing certificate prepares the Fashion design student to enter the apparel manufacturing field. It explores the fashion industry, studying the many career options available beyond design. It then goes deeply into pattern and clothing manufacturing. The student who completes the Fashion Design program and then completes this advanced program will not only be able to design clothing but will be able to participate in many of the manufacturing processes.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Produce a professional portfolio showcasing their advanced design skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their advanced design skills. This will increase job opportunities in the field as well as promotion for those already employed.

Course ID	Title	Units
FASH 31/BUS 31	Textiles	3
FASH 101	Introduction to Fashion Careers	3
FASH 111*	Sewing for Fashion Design II	3
FASH 112*	Fashion Sewing — Advanced	3
or		
FASH 211*	Advanced Dressmaking & Custom Sewing	3
or		
FASH 120	Tailoring	3
FASH 113*	Couture Sewing	2
FASH 124*	Wearable Art	3
or		
FASH 240	Dye Processes on Fabrics	3
or		
FASH 205*	Corset Construction	3
FASH 130*	Flat Pattern Design	4
FASH 132*	Draping Fashion Designs	3
FASH 136*	Apparel Design	3
or		
FASH 251*	Designing for a Cause and Sustainable Fashion	3
or		
FASH 224	Accessory Design	3
FASH 141	Apparel Selection	3
FASH 144	Fashion Trends and Cultural Costumes	3
FASH 145*§/BUS 145*§	Internship	1
and		
CWE 180*†	Cooperative Work Experience: Fashion	1
FASH 150	Fashion Apparel and Professional Techniques	3
FASH 154	Fashion Illustration	3
FASH 247	Special Events Participation	1
or		
FASH 254	Fashion in Southern California	1
FASH 234*	Advanced Pattern and Design Techniques	2
or		
FASH 238*	Advanced Draping and Fashion Design	2
or		
FASH 131*	CAD Patternmaking with Tukatech	3
FASH 235*	Designing for the Fashion Industry	2
FASH 260*«	The Digital Fashion Image	2
or		
FASH 204«	Understanding Apparel Principals — AIMS Certification	1
and		
FASH 225«	Apparel Cart: Fashion Retailing Online with Easy Cart Shop	1
	<b>Total Units for the Certificate</b>	<b>48-49</b>
<b>Optional Lab/Studio</b>		
FASH 212*	Construction Lab	1
FASH 213*	Designer's Lab	1
FASH 214*	Couture Lab	1
FASH 216*	Costumer's Lab	1
FASH 219*	Dressmaking Lab	1
FASH 220*	Tailor's Lab	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180

«Take FASH 260 OR both FASH 204 and 225

Suggested coursework not required for the major: ART 42\*; CIM 1; FASH 120\*, 143, 147/BUS 147, 209\*; GC 101; ETT 42.

## Fashion Design Certificate and Degree Program

The Fashion Design program prepares the student for entry-level positions in the field of Fashion Design. They will be able to design clothing using the three major design procedures: flat pattern-making, draping on a dress form, and designing by sketching.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their skills. This will increase job opportunities in the field as well as promotion for those already employed.

Course ID	Title	Units
FASH 31/BUS 31	Textiles	3
FASH 101	Introduction to Fashion Careers	3
FASH 111*	Sewing for Fashion Design II	3
FASH 112*	Fashion Sewing — Advanced	3
or		
FASH 124*	Wearable Art	3
or		
FASH 211*	Advanced Dressmaking & Custom Sewing	3
FASH 130*	Flat Pattern Design	4
FASH 132*	Draping Fashion Designs	3
FASH 141	Apparel Selection	3
FASH 144	Fashion Trends and Cultural Costumes	3
FASH 145*§/BUS 145*§	Internship	1
and		
CWE 180*†	Cooperative Work Experience: Fashion	1
FASH 150	Fashion Apparel and Professional Techniques	3
FASH 154	Fashion Illustration	3
FASH 247	Special Events Participation	1
or		
FASH 254	Fashion in Southern California	1
FASH 260*«	The Digital Fashion Image	2
or		
FASH 204 «	Understanding Apparel Principals — AIMS Certification	1
and		
FASH 225«	Apparel Cart: Fashion Retailing Online with Easy Cart Shop	1
<b>Total Units for the Certificate</b>		<b>36</b>

#### Optional Lab/Studio

FASH 212*	Construction Lab	1
FASH 213*	Designer's Lab	1
FASH 214*	Couture Lab	1
FASH 216*	Costumer's Lab	1
FASH 219*	Dressmaking Lab	1
FASH 220*	Tailor's Lab	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180.

«Take FASH 260 OR both FASH 204 and 225.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 136, 138, 160; ETT 42; FCS 115; FASH 120\*, 147, 209\*, 221\*, 230\*, 235\*.

## Accessory Design Occupational Skills Award

The Accessory Design Occupational Skills Award prepares students with the skills necessary to become a successful designer of shoes, bags, millinery, jewelry, small leather goods, shawls, ties, pocket squares and other accessories. The curriculum prepares students with design skills, product development, technical skills, sourcing materials, and manufacturing the final goods. Students will experience designing a line of accessories and complete an internship/CVE related to the accessory design industry.

After completion of the skills award, students will be eligible for a position in the following areas: assistant accessory designer, accessory designer, shoe designer, high performance shoe designer, eye wear designer, milliner, handbag designer, small leather goods designer, technical designer for accessories, accessory product development, sourcing and manufacturing of accessories.

Course ID	Title	Units
FASH 100	Sewing for Fashion Design I	3
or		
FASH 217	Footwear Design and Construction	2
FASH 240	Dye Processes on Fabrics	3
FASH 260*«	The Digital Fashion Image	2
or		
FASH 204«	Understanding Apparel Principals — AIMS Certification	1
and		
FASH 225«	Apparel Cart: Fashion Retailing Online with Easy Cart Shop	1
CWE 180†	Cooperative Work Experience: Fashion	1
FASH 254	Fashion in Southern California	1
or		
FASH 207	Eco Friendly Fashion Tour	1
FASH 223	Millinery Design	3
FASH 224	Accessory Design	3
<b>Total Units for the Award</b>		<b>15-16</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

«Take FASH 260 OR both FASH 204 and 225

## Basic Costume Construction and Sourcing Occupational Skills Award

The Basic Costume Construction and Sourcing Occupational Skills Award prepares the student with the basic skills necessary to source and construct costumes for a costume designer working in the areas of: film, television, dance, theater/opera, theme parks, special events, cultural/ethnic costumes, costume shops, e-commerce, uniform/sports, and advertisement/promotion. Coursework covers material sourcing, costume, and underpinning construction for different audiences, costume history, textiles and dyeing, draping, pattern making, drafting, and an internship in the field.

Course ID	Title	Units
CWE 180*†	Cooperative Work Experience: Fashion	1
FASH 31	Textiles	3

FASH 111*	Sewing for Fashion Design II	3
or		
FASH 221	Contemporary Tailoring	2
or		
FASH 206*	Designing/Constructing Knitwear, Activewear, Swimwear	3
FASH 132*	Draping Fashion Design	3
FASH 144	Fashion Trends	3
or		
ETT 42	Costume Design	3
FASH 205*	Corset Construction	3
or		
FASH 240	Dye Processes on Fabrics	3
or		
FASH 208*	Sewing Vintage Fashion	3
or		
FASH 223	Millinery Design	3
FASH 145*/BUS 145*Internship		1
<b>Total Units for the Award</b>		<b>16-17</b>

**Optional Lab/Studio**

FASH 216*	Costumer's Lab	1
FASH 220*	Tailor's Lab	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

### Fashion Technology Occupational Skills Award

The Fashion Technology Occupational Skills Award prepares students with skills and experience in the latest fashion technologies. This award is focused both on students entering into the fashion industry for the first time and students who are already fashion professionals who need to upgrade skills for career advancement and retention. Upon completion of this skills award students may acquire positions as: Fashion Designer or assistant designer, technical designer, textile surface designer, fashion web store designer, fashion entrepreneur, product development, apparel information manager, pattern maker, pattern grader, pattern marker maker, fashion CAD designer, fashion buyer, technology trainer for fashion industry and fashion merchandiser.

Course ID	Title	Units
FASH 131*	CAD Patternmaking with Tukatech	3
FASH 204	Understanding Apparel Principals — AIMS Certification	1
FASH 225	Apparel Cart: Fashion Retailing Online with Easy Shop	1
FASH 260*	The Digital Fashion Image	2
FASH 254	Fashion in Southern California	1
or		
FASH 207	Eco Friendly Fashion Tour	1
FASH 145*§/BUS 145*§ Internship		1
and		
CWE 180*†	Cooperative Work Experience: Fashion	1
<b>Total Units for the Award</b>		<b>10</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180

### Sustainable Fashion and Social Entrepreneurship Occupational Skills Award

The Sustainable Fashion and Social Entrepreneurship Occupational Skills Award prepares the student with basic skills necessary to develop, design, source, and manufacture a socially and environmentally friendly line of clothing or accessories. Course work covers developing a line and designing for a cause, ethics of fashion, sourcing and manufacturing in an eco friendly way and marketing your line. Students will complete an internship and tour other eco friendly fashion industry leaders.

Course ID	Title	Units
FASH 31/BUS 31	Textiles	3
FASH 130	Flat Pattern Design	4
or		
FASH 132	Draping Fashion Designs	3
FASH 136	Apparel Design	3
or		
FASH 251*	Designing for a Cause and Sustainable Fashion	3
or		
FASH 235	Designing for the Fashion Industry	2
FASH 145*§/BUS 145*§ Internship		1
and		
CWE 180†	Cooperative Work Experience: Fashion	1
FASH 240	Dye Processes on Fabrics	3
FASH 207	Eco Friendly Fashion	1
FASH 247	Special Events Participation	1
or		
FASH 254	Fashion in Southern California	1
<b>Total Units for the Award</b>		<b>15-17</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180

### Fashion Merchandising

The Fashion Merchandising program is designed to prepare professionally-trained individuals for the fashion industry. The program places emphasis on developing the fashion sense and the unique creativity of each student. The curriculum offers a comprehensive analysis of such subject areas as the manufacture, distribution, buying, and merchandising of fashion apparel.

The Fashion Merchandising program includes two certificates: Fashion Merchandising and Visual Fashion Merchandising.

### Fashion Merchandising Certificate and Degree Program

The Fashion Merchandising certificate emphasizes all aspects of fashion merchandising including techniques of buying and selling, distributing and marketing, and promoting fashion goods. It combines a general merchandising background with training in specialized skills in order for students to find employment in today's fashion industry.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.

- Create a professional resume showcasing their skills. This will increase job opportunities in the field as well as promotion for those already employed.

Course ID	Title	Units
FASH 31/BUS 31	Textiles	3
FASH 101	Introduction to Fashion Careers	3
FASH 143/BUS 143	Fashion Buying and Merchandising	3
FASH 140	Fashion Image	3
<i>or</i>		
FASH 141	Apparel Selection	3
FASH 144	Fashion Trends and Cultural Costumes	3
FASH 147/BUS 147	Special Events Coordination and Promotion	3
FASH 148/BUS 148	Visual Merchandising	3
FASH 150	Fashion Apparel and Professional Techniques	3
FASH 154	Fashion Illustration	3
FASH 254	Fashion in Southern California	1
FASH 145*§/BUS 145*§	Internship	1
<i>and</i>		
CWE 180*†	Cooperative Work Experience: Fashion	1
	Select one course from each Group	8
<b>Total Units for the Certificate</b>		<b>38</b>

**Group 1**

BUS 136	Principles of Retailing	3
BUS 137	Professional Selling Fundamentals	3
BUS 160	Entrepreneurship	3

**Group 2**

FASH 260*«	The Digital Fashion Image	2
<i>or</i>		
FASH 204«	Understanding Apparel Principals — AIMS Certification	1
<i>and</i>		
FASH 225«	Apparel Cart: Fashion Retailing Online with Easy Cart Shop	1

**Group 3**

FASH 100	Sewing for Fashion Design I	3
FASH 110*	Contemporary Clothing Construction	3

**Optional Lab/Studio**

FASH 212	Construction Lab	1
FASH 219*	Dressmaking Lab	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180.

«Take FASH 260 OR both FASH 204 and 225.

Suggested coursework not required for the major: BUS 12, 103, 125, 135, 138, 150; CIMA 104; FCS 115; GD 140/ART 140, 147.

## Associate in Science Degree

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their skills. This will increase job opportunities in the field as well as promotion for those already employed.

Course ID	Title	Units
FASH 31/BUS 31	Textiles	3
FASH 101	Introduction to Fashion Careers	3
FASH 143/BUS 143	Fashion Buying and Merchandising	3
FASH 140	Fashion Image	3
<i>or</i>		
FASH 141	Apparel Selection	3
FASH 144	Fashion Trends and Cultural Costumes	3
FASH 147/BUS 147	Special Events Coordination and Promotion	3
FASH 148/BUS 148	Visual Merchandising	3
FASH 150	Fashion Apparel and Professional	

**Group 1**

BUS 136	Principles of Retailing	3
BUS 137	Professional Selling Fundamentals	3
BUS 160	Entrepreneurship	3

**Group 2**

FASH 260*«	The Digital Fashion Image	2
<i>or</i>		
FASH 204«	Understanding Apparel Principals — AIMS Certification	1
<i>and</i>		
FASH 225«	Apparel Cart: Fashion Retailing Online with Easy Cart Shop	1

**Group 3**

FASH 100	Fashion Sewing-Beginning	3
FASH 110*	Contemporary Clothing Construction	3

**Optional Lab/Studio**

FASH 212	Construction Lab	1
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\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180.

«Take FASH 260 OR both FASH 204 and 225.

Completion of the above courses and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 12, 103, 125, 136, 137, 138; FCS 115; GC 101.

## Visual Fashion Merchandising Certificate and Degree Program

The Visual Fashion Merchandising program explores interior and exterior displays with an emphasis on presentation of the products and on lighting and window design. Techniques and utilization of specialized materials in a diverse range of retail options are examined, as are the development of major presentations and overall store design.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the

completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.

- Create a professional resume showcasing their skills in Visual Fashion Merchandising. This will increase job opportunities in the field as well as promotion for those already employed.

Course ID	Title	Units
FASH 31/BUS 31	Textiles	3
FASH 101	Introduction to Fashion Careers	3
FASH 143/BUS 143	Fashion Buying and Merchandising	3
FASH 144	Fashion Trends	3
FASH 145*§/BUS 145*§	Internship	1
<i>and</i>		
CWE 180*†	Cooperative Work Experience: Fashion	1
FASH 147/BUS 147	Special Events Coordination and Promotion	3
FASH 148/BUS 148	Visual Merchandising	3
FASH 150	Fashion Apparel and Professional Techniques	3
FASH 154	Fashion Illustration	3
	Select one course from each Group	5
<b>Total Units for the Certificate</b>		<b>31</b>

**Group 1**

ART 42*	Color Theory and Practice	3
ART 100	Art Gallery/Display and Exhibition	3
FASH 140	Fashion Image	3

**Group 2**

FASH 260*«	The Digital Fashion Image	2
<i>or</i>		
FASH 204«	Understanding Apparel Principals — AIMS Certification	1
<i>and</i>		
FASH 225«	Apparel Cart: Fashion Retailing Online with Easy Cart Shop	1

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180.

«Take FASH 260 OR both FASH 204 and 225.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ART 40, 41\*, 50\*, 80, 142/GD 142; BUS 138/CTVR 138; ETT 40; FASH 100, 254; GC 101; GD 141/ART 141; ID 110, 127\*.

### Event Planner Occupational Skills Award

The Event Planner Occupational Skills Award prepares the student with skills that are necessary to become a successful planner within the industry. The focus will be on details, vision, organization and the means to pull off both big and small events. Event Planners may work on a freelance basis, for an event planning company and/or nonprofit organization and for profit corporations. Coursework covers planning and directing an event from start to finish. This will include: promotions, music, hospitality, merchandise and/or vendors, stage, rentals, culinary, lighting, selecting a venue, budget, and an internship in the field.

Course ID	Title	Units
BUS 160	Entrepreneurship	3
FASH 145*§/BUS 145*§	Internship	1
<i>and</i>		
CWE 180*†	Cooperative Work Experience: Fashion	1
FASH 147/BUS 147	Special Events Coordination and Promotion (Spring & Fall)	3, 3
FASH 148/BUS 148	Visual Merchandising	3
<b>Total Units for the Award</b>		<b>14</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180.

### Fashion Stylist Occupational Skills Award

The Fashion Stylist Occupational Skills Award prepares the student with skills that are necessary to develop knowledge of fabrics, fit and trends to create a look that a client will display to the world. The student will use art, science, and psychology of dress to enhance their subjects and project an image. Coursework covers color, line, texture, principles of design, clothing quality and care, wardrobe planning and purchasing, dress codes, body types, face shapes, hair styles, and an internship in the field.

Course ID	Title	Units
BUS 160	Entrepreneurship	3
FASH 145*§/BUS 145*§	Internship	1
<i>and</i>		
CWE 180*†	Cooperative Work Experience: Fashion	1
FASH 140	Fashion Image	3
FASH 141	Apparel Selection	3
FASH 147/BUS 147	Special Events Coordination and Promotion	3
<b>Total Units for the Award</b>		<b>14</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180

### Fine and Applied Arts Associate Degree

The curriculum in the Fine and Applied Arts Associate Degree program provides the student the opportunity to design an interdisciplinary degree by selecting appropriate courses in the Fine or Applied Arts which may support attempts to gain entry-level employment in such areas as architectural drafting, graphics design, horticulture, interior design, photography and performing arts.

**Select a minimum of 18 units from the following including a minimum of 12 units in one discipline:**

Architecture	ARCH 10, 12, 34*, 42*, 44*, 124A/B*/C*, 136*
Art/ Graphic Design	ART 4, 9*, 10*, 11*, 12*, 13*, 20, 21, 22, 23, 24, 25, 26, 28, 29, 40, 41*, 42*, 50*, 51*, 52, 53*, 54*, 57*, 58*, 59*, 60*, 61*, 62*, 63, 70, 71*, 72*, 78, 79*, 80, 81*, 82*, 85*, 86*, 87*, 100, 120, 133*, 134*, 140, 141, 142, 145, GD 148*, 149*, 150*, 151, GC 63, 101
Cinema/Television/Radio	CTVR 3, 9, 31*, 32*, 40*, 42*, 100, 101, 110, 113, 124, 125, 128, 140, 191
Dance	DANC 9*, 51, 52*, 53*, 54, 55*, 56*, 57, 58*, 59*, 60, 61*, 62*, 64, 66

Entertainment & Theatre	ETT 40, 41*, 42, 45*, 100, 101, 102, 104, 130, 142, 144*, 201
Fashion	FASH 124*, 136*, 144, 154
Horticulture	HORT 7, 10, 11, 20, 106, 109, 115, 116, 130
Interior Design	ID 110, 111*, 112, 114, 122, 123*, 125, 126*, 127*, 133*
Music	MUS 1, 10*, 11*, 12*, 14*, 15*, 20, 23, 24, 25, 26, 27, 28, 29, 31*, 32*, 33*, 34*, 35*, 40*, 41*, 42*, 43*, 44, 46*, 47*, 50*, 51*, 52*, 54A/B, 55A/B*, 56*, 58*, 60, 61*, 62*, 63, 64*, 65*, 66*, 67, 75*, 80, 81*, 82*, 92*, 93*, 117*, 118, 148, 178*, 179*
Photography	PHOT 25, 50, 51*, 55*, 152*, 156*, 160*, 190*
Theatre Arts	TA 1, 2*, 3*, 4*, 5*, 10, 11, 12*, 15, 16, 17, 18, 19, 20, 22, 25, 26, 30, 32*, 35, 110, 113, 290
<b>Total Units for the Major</b> <u>18</u>	

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Foods Certificate and Degree Program

(ALSO SEE CULINARY ARTS)

The Foods program is designed to train students for career applications in the food and hospitality industries such as with food companies, food-related businesses and industries, and restaurants. The program offers coursework for professional improvement, and some courses can be utilized as transfer courses for students pursuing a Bachelor's degree in Family and Consumer Sciences/Home Economics with a Foods emphasis.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Complete an assessment of an individual nutritional status.
- Identify and analyze current research on a foods & nutrition topic.
- Identify and demonstrate an awareness and appreciation for different cultures, traditions and food & nutrition habits impact on nutrition.
- Demonstrate competence in food production.

Course ID	Title	Units
FN 50	Fundamentals of Nutrition	3
<i>or</i>		
FN 205	Nutrition for Culinary Professionals	3
FN 110*	Food Preparation Essentials	3
FN 120*	Contemporary Meals	3

FN 171	Sanitation and Safety	2
<i>or</i>		
FN 210	Servsafe in Food Production	1
FN 232*	Techniques of Healthy Cooking	2
FN 240*	Culinary Principles I	3
FN 244*	Baking Fundamentals I	3
FN 246*	Pantry	3
FN 261*+§	Internship	1
<i>and</i>		
CWE 180*†	Cooperative Work Experience: Foods and Nutrition	2
FN 275	Food and Beverage Operations	3
	Select from Restricted Electives	6-7
<b>Total Units for the Certificate</b>		<b>33-35</b>

#### Restricted Electives:

FN 142*	Classical French Cuisine	2
FN 173*	Catering and Banquets	3
FN 220*	French Bistro Cuisine	2
FN 222*	Chinese Cuisine	2
FN 223*	Asian Cuisine	2
FN 226*	Mexican Cuisine	2
FN 227*	Mediterranean Cuisine	2
FN 228*	Italian Cuisine	2
FN 236*	American Regional Cuisine	2
FN 241*	Culinary Principles II	3
FN 245*	Baking Fundamentals II	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180 during the last semester of the program.

### Associate in Science Degree

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Complete an assessment of an individual nutritional status.
- Identify and analyze current research on a foods & nutrition topic.
- Identify and demonstrate an awareness and appreciation for different cultures, traditions and food & nutrition habits impact on nutrition.
- Demonstrate competence in food production.

Course ID	Title	Units
FN 50	Fundamentals of Nutrition	3
<i>or</i>		
FN 205	Nutrition for Culinary Professionals	3
FN 110*	Food Preparation Essentials	3
FN 120*	Contemporary Meals	3
FN 171	Sanitation and Safety	2
<i>or</i>		
FN 210	Servsafe in Food Production	1
FN 232*	Techniques of Healthy Cooking	2
FN 240*	Culinary Principles I	3
FN 244*	Baking Fundamentals I	3
FN 246*	Pantry	3
FN 261*+§	Internship	1
<i>and</i>		
CWE 180*†	Cooperative Work Experience: Foods and Nutrition	2
FN 275	Food and Beverage Operations	3
	Select from Specialty Courses	6-7
<b>Total Units for the Major</b>		<b>33-35</b>

**Specialty Courses:**

FN 142*	Classical French Cuisine	2
FN 173*	Catering and Banquets	3
FN 220*	French Bistro Cuisine	2
FN 222*	Chinese Cuisine	2
FN 223*	Asian Cuisine	2
FN 226*	Mexican Cuisine	2
FN 227*	Mediterranean Cuisine	2
FN 228*	Italian Cuisine	2
FN 232*	Techniques of Healthy Cooking	2
FN 236*	American Regional Cuisine	2
FN 241*	Culinary Principles II	3
FN 245*	Baking Fundamentals II	2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

§Must be taken concurrently with CWE 180 during the last semester of the program.

Completion of the courses above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## French Associate Degree Program

The French Program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in French. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution, as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate comprehensive knowledge of French vocabulary.
- Use proficient conversational skills in French.
- Read and write in French.
- Demonstrate introductory cultural and historic knowledge of French speaking people.

Course ID	Title	Units
FR 1*	Elementary French	5
FR 2*	Elementary French	5
FR 3*	Intermediate French	5
FR 4*	Intermediate French	5
FR 901*	French Language Lab	.25
FR 902*	French Language Lab	.25
FR 903*	French Language Lab	.25
FR 904*	French Language Lab	.25
	Select one course from Restricted Electives:	3
<b>Total Units for the Major</b>		<b>24</b>

**Restricted Electives**

ARAB 21*	Introduction to Arabic Culture	3
CHI 21*	Introduction to Chinese Culture and Influence in the United States	3
FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3
GER 10*	Intermediate Conversational German	3

ITA 21*	Introduction to Italian Culture	3
JA 21*	Introduction to Japanese Culture	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America Through 1900	3
SPAN 21B*	Civilization of Latin American 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## General Education (IGETC or CSU-GE) Certificate of Achievement

Students may earn a certificate of achievement in general education upon completion of a pattern of approved courses intended for transfer.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Evaluate new and accepted ideas about the natural universe using testable methodology.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.

**Intersegmental General Education Transfer Curriculum (IGETC)**

Completion of a minimum of 37 units including all requirements of the Intersegmental General Education Transfer Curriculum.

**California State University General Education Certification (CSU-GE)**

Completion of a minimum of 39 units including all of the requirements of the California State University General Education certification.

SEE THE ARTICULATION/TRANSFER PATTERN SECTION OF THE CATALOG FOR A LIST OF SPECIFIC COURSE REQUIREMENTS

## General Studies Associate Degree

The General Studies Associate degree provides an opportunity for students to earn a comprehensive Associate of Arts (AA) and is intended for the student who may not be planning to transfer to a university in the near future. Completion of an associate degree may support efforts to gain entry-level employment or promotion.

The General Studies Associate degree provides an opportunity for students to earn a comprehensive Associate of Arts (AA) and is intended for the student who may not be planning to transfer to a university in the near future. Completion of an associate degree may support efforts to gain entry-level employment or promotion.

Students planning to transfer to California State University (CSU), the University of California (UC) or an institution which accepts certification should complete general education requirements for the associate degree by completing CSU General Education (CSU-GE) certification requirements or the Intersegmental General Education Transfer Curriculum (IGETC) (37-39 units).

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Evaluate new and accepted ideas about the natural universe using testable methodology.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.

Select 18 units from one of the following areas of emphasis:

#### FINE ARTS AND HUMANITIES

Students develop aesthetic understanding including an appreciation of philosophical, historical, and cultural importance and an awareness of the ways in which people responded to themselves and the world around them. Included are artistic and cultural creations and the development of aesthetic understanding and an ability to make value judgements.

ARAB 1\*, 2\*, 21\*  
 ARCH 12  
 ART 4, 20, 21\*, 22\*, 23\*, 24\*, 25, 26, 28, 29\*  
 CHI 1\*, 2\*, 21\*  
 CTVR 3, 9\*  
 DANC 64  
 ENG 3\*, 4\*, 15A\*, 15B\*, 17A\*, 17B\*, 18\*, 19\*, 20\*, 21A\*, 21B\*, 24\*, 25\*, 27A\*, 44\*, 52\*, 142\*  
 FASH 144\*  
 FA 27  
 FR 1\*, 2\*, 3\*, 4\*  
 GER 1\*, 2\*, 3\*, 4\*  
 HIST 4, 5  
 HORT 115  
 HUM 1\*, 3\*, 10A\*, 10B\*, 21, 22\*, 25\*  
 ID 110, 122, 125  
 ITA 1\*, 2\*, 3\*, 4\*, 21\*  
 JA 1\*, 2\*, 21\*  
 KOR 21\*  
 MUS 1, 20, 23\*, 24, 25, 26, 27, 28, 29\*  
 PHIL 1\*, 10\*, 15\*  
 PHOT 25  
 PRSN 1\*, 2\*, 3\*, 4\*  
 SL 1\*, 2\*, 3\*, 4\*  
 SP 30/TA 30, SP 32\*/TA 32\*  
 SPAN 1\*, 2\*, 3\*, 4\*, 6\*  
 TA 20, 22, 25, 26, 110\*

Total Units for the Major **18**

#### NATURAL SCIENCES

Students will develop an appreciation and understanding of the scientific method and an understanding of the relationships between science and other human activities.

ANTH 1 and 1L\*(ANTH 1L must be taken concurrently with ANTH 1 or within one year after completing ANTH 1)  
 ASTR 20 and 25 combined  
 BIO 3A\*, 3B\*, 11\*, 15\*, 19\*, 20, 113  
 CHEM 1A\*, 3\*, 108\*  
 ENV 18, 24  
 GEOG 1 and 1L\* (GEOG 1L must be taken concurrently with GEOG 1 or after completing GEOG1)

GEOG 1, 20, 23/ENV 23  
 HORT 20  
 MS 4, 20  
 PHYS 2A\*, 4A\*, 20

Total Units for the Major **18**

#### SOCIAL AND BEHAVIORAL SCIENCES

Courses will stimulate critical skills about the ways people act and have acted in response to their societies and will promote appreciation of how societies and social subgroups operate.

ANTH 2\*, 3\*, 4\*, 5, 8, 9, 10, 17, 21\*  
 BUS 1  
 CD 105\*, 107\*  
 CCS 1\*, 2\*, 10\*  
 ECON 2\*, 4\*, 20  
 ENV 1  
 GEOG 2\*, 3  
 HIST 12\*, 19, 20\*/SOC 20\*, 21\*, 27\*, 28\*, 30\*, 33\*, 61\*, 62, 63, 70\*, 71\*, 72\*, 74\*, 75\*, 80\*/PS 80\*, 81\*  
 HS 100, 120  
 JRN 1/CTVR 1  
 PS 4, 11/ECON 11; PS 12\*, 14\*  
 PSYC 1, 7\*, 16\*, 21\*  
 SOC 1, 2, 6\*, 10, 15\*, 21\*, 25\*  
 SP 20\*  
 WS 10\*

Total Units for the Major **18**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Geography

### Associate in Arts Degree in Geography for Transfer

The curriculum in the Geography program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Geography for Transfer by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework along with courses required for general education. Students who complete the Associate in Arts Degree in Geography for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Please refer to page 49 for more information on transfer degree requirements

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate map literacy.
- Identify and describe a location (place) based on characteristics that distinguish them from other places on earth.
- Identify and describe movement of geographic phenomena.



Course ID	Title	Units
<b>Required Courses (6-7 units)</b>		
GEOG 1	Physical Geography	3
or		
GEOG 1	Physical Geography	3
and		
GEOG 1L*	Physical Geography Laboratory	1
GEOG 2	Cultural Geography	3
<b>Group A: Select two to three of the following courses (6-8 units)</b>		
GEOG 1L*±	Physical Geography Laboratory	1
GEOG 3	World Regional Geography	3
GEOG 38	California Geography	3
GEOG 110*	Introduction to Geographic Information Systems	2
GEOG 102	Geography Field Studies	1
GEOG 106	Field Studies of Desert Regions	1
GEOG 107	Field Studies of Mountain Areas	1
GEOG 108	Field Studies of Western North America	2
<b>Group B: Select two of the following courses or any course from Group A not already used (6-10 units)</b>		
CS 1B*	Introduction to Computer Science II	5
MATH 3A*	Analytic Geometry and Calculus	5
GEOL 20	Introduction to Earth Science	4
PS 1	American Government	3
CHEM 1A*	General Chemistry	5
ANTH 2	Cultural Anthropology	3
GEOL 1	Introduction to Physical Geography	4
<b>Total Units for the Major</b>		<b>18-25</b>

±Course must be taken if not taken in the required core.

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Geography Associate Degree Program

The curriculum in the Geography Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate map literacy.
- Identify and describe a location (place) based on characteristics that distinguish them from other places on earth.
- Identify and describe movement of geographic phenomena.

Course ID	Title	Units
GEOG 1	Physical Geography	3
GEOG 1L*	Physical Geography Laboratory	1
GEOG 2	Cultural Geography	3
GEOG 3	World Regional Geography	3
	Select from Restricted Electives	9-13
<b>Total Units for the Major</b>		<b>19-23</b>

### Restricted Electives:

ANTH 1, 2; GEOG 38; GEOL 1; HIST 4, 5, 32; PS 11/ECON 11, PS 14.

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Geology Associate in Science Degree in Geology for Transfer

The curriculum in the Geology program is designed to provide the transfer student the opportunity to achieve an Associate in Science in Geology for Transfer degree by providing the necessary background in quantitative reasoning as well as physical and earth sciences. This background should provide students with the tools to successfully complete a bachelor's degree in Earth Science, Geology, or Geophysics. Students who complete the Associate in Science Degree in Geology for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Recognize and explain the role of fundamental geologic principles, such as plate tectonic theory and deep time, in the interpretation of observed geologic phenomena.
- Research, evaluate, and cite scientific information in order to formulate coherent summaries of earth processes.
- Define the scientific method and apply it to observed geologic phenomena.
- Interpret geologic processes using underlying chemical properties and physical laws.

Course ID	Title	Units
<b>Required Courses</b>		
GEOL 1	Introduction to Physical Geology	4
GEOL 2	Historical Geology	4
CHEM 1A*	General Chemistry	5
CHEM 1B*	General Chemistry	5
MATH 3A*	Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
<b>Total Units for the Major</b>		<b>28</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Geology Associate Degree Program

The curriculum in the Geology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Recognize and explain the role of fundamental geologic principles, such as plate tectonic theory and deep time, in the interpretation of observed geologic phenomena.
- Research, evaluate, and cite scientific information in order to formulate coherent summaries of earth processes.

- Define the scientific method and apply it to observed geologic phenomena.
- Interpret geologic processes using underlying chemical properties and physical laws.

Course ID	Title	Units
<b>First Year — Fall Semester</b>		
CHEM 1A*	General Chemistry	5
GEOL 1	Introduction to Physical Geology	
or		4
GEOL 20	Introduction to Earth Science	
MATH 2*	Pre-Calculus (required of students unprepared for MATH 3A*)	5
<b>Spring Semester</b>		
CHEM 1B*	General Chemistry	5
GEOL 2*	Historical Geology	4
MATH 3A*	Analytic Geometry and Calculus	5
<b>Second Year — Fall Semester</b>		
BIO 3A*	General Biology I	5
MATH 3B*	Analytic Geometry and Calculus	5
PHYS 2A*	Introduction to Physics	
or		5
PHYS 4A*	General Physics	
<b>Spring Semester</b>		
PHYS 2B*	Introduction to Physics	
or		5
PHYS 4B*	General Physics	
<b>Total Units for the Major</b>		<b>43-48</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of all the courses listed above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: GEOL 3, 4, 7, 23; DR 100 (if mechanical drafting not taken in high school).

## German Associate Degree Program

The German Program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in German. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution, as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate comprehensive knowledge of German vocabulary.
- Use proficient conversational skills in their language of study.
- Read and write in German.
- Demonstrate introductory cultural and historic knowledge of German speaking people.

Course ID	Title	Units
GER 1*	Elementary German	5
GER 2*	Elementary German	5
GER 3*	Intermediate German	5
GER 4*	Intermediate German	5
GER 901*	German Language Lab	.25
GER 902*	German Language Lab	.25
GER 903*	German Language Lab	.25
GER 904*	German Language Lab	.25
Select one course from Restricted Electives:		3
<b>Total Units for the Major</b>		<b>24</b>

### Restricted Electives

ARAB 21*	Introduction to Arabic Culture	3
CHI 21*	Introduction to Chinese Culture and Influence in the United States	3
FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3
GER 10*	Intermediate Conversational German	3
ITA 21*	Introduction to Italian Culture	3
JA 21*	Introduction to Japanese Culture	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America Through 1900	3
SPAN 21B*	Civilization of Latin American 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Gerontology Certificate Program

A multidisciplinary approach to the study of aging, the aging population, the aging process, and society's response to the increasing population of older individuals. Biological, sociological, and psychological aspects of aging are explored. The coursework provides students with information as well as training to work in services and agencies that interact and assist older individuals.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Define and explain the key concepts associated with the study of aging and the study of Gerontology.
- Identify and explain the physical, social, familial, and community support networks for aging individuals.
- Explain the changes in the roles and activities of the elderly historically and in contemporary society.
- Compare and contrast the three main sociological theories as they apply to the study of Gerontology.
- Apply social theories to analyze current and historical topics associated with the study of aging and gerontology.
- Evaluate current social research on the study of aging and gerontology.

- Describe the role that culture plays in aging.
- Explain how various social locations such as class, race, gender, age, and sexuality are vital to the study of aging and gerontology and may result in social inequality.
- Identify specific social problems aging adults experience and explain their cause-effect patterns.
- Explain the demographics trends of aging.
- Identify the life cycle transitions.
- Explain the role that politics, voting, and activism have on the older population.
- Identify and evaluate community support services and agencies focused on the aging community.
- Explain and analyze the various social policies that affect the elderly.
- Explain end-of-life issues and decisions, the current death system, and the challenges of the death system.
- Explain and analyze issues of bereavement, grief, and mourning.
- Research and critically analyze specific topics on death and dying.

Course ID	Title	Units
<b>Core/Required Courses</b>		
PSYC 125*	Psychology of Aging	3
SOC 125*	Sociology of Aging	3
SOC 126*	Death and Dying	3
SOC 180	Introduction to Gerontology	3
	Select from Restricted Electives	6-9
<b>Total Units for the Certificate</b>		<b>18-21</b>

**Restricted Electives**

APSY 151	Human Relationships	3
ANTH 2	Cultural Anthropology	3
CCS 2	Multicultural Identities in the United States	3
FN 50	Fundamentals of Nutrition	3
FN 64	Nutrition Issues and Controversies	3
FN 161	Nutrition for Health Occupations	2
FN 171	Sanitation and Safety	3
GEOG 3	World Regional Geography	3
HLTH 1	Contemporary Health Issues	3
HS 100	Human Services in a Changing Society	3
HS 140	Group Leadership and Group Process	3
HS 285	Ethical Issues/Clients' Rights	3
KNES 28	Yoga	1, 1.5
KNES 29	Tai Chi Ch'uan	1, 1.5
SE 101	Introduction to Therapy and Rehabilitation	3
SOC 2	Social Problems	3
or		
SOC 25	Social Stratification	3
SOC 10	Marriage and Family	3
SOC/HIST 20	Ethnic Cultures in the United States	3

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: HLTH 2; SE 102

## Graphics

The Graphics program is designed to prepare students for certificates in the Computer Graphics, Graphic Communications, Graphic Design, and Illustration fields. Training is provided in both theory and practical skills. Directed skill development is stressed in the following areas of study: Computer Graphics (computer art and layout), Graphic Communications (printing), Graphic Design (design and art production), and Illustration/Animation (advertising and editorial art).

This program will provide students with the opportunity to acquire knowledge and skills that are required for employment, Associate degree, or transfer in the related areas of design, illustration, printing, and computer graphics.

## Computer Graphics Certificate and Degree Program

This program is designed to prepare students for employment in the computer graphics fields. This program relies heavily on a basic understanding of graphic design and/or graphic communications principles as they relate to industry standards. Students are encouraged to adhere to electives noted for a rounded educational experience. Some of the careers that are found in the computer graphics field are: computer graphics artist, prepress technician, computer animator and multimedia producer.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Apply fundamental graphic design and production skills
- Select and use appropriate graphic design and production software
- Demonstrate skills typically found in the graphic design and production field

Course ID	Title	Units
GD 144	Typography	3
GD 147	Introduction to Computer Graphics	3
GD 148*	Digital Graphic Design	3
GD 149*	Digital Illustration	3
GD 150*	Digital Animation	3
GD 151	Digital Layout and Design	3
GD 154*	Digital Pre-Press	3
<b>Total Units for the Certificate</b>		<b>21</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: GC 101, ART 140/GD 140, 141, 145.

## Graphic Communications Certificate and Degree Program

Graphic Communications Certificate Program includes electronic and traditional printing, computer graphics, screen printing, letterpress and related areas. The discipline focuses on the creation, production, and reproduction in printed and digital form. Students are encouraged to adhere to electives noted for a rounded educational experience.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Use fundamental traditional and digital pre-press and reproduction skills for commercial print production
- Select and use appropriate pre-press and production software and hardware
- Demonstrate skills typically found in the commercial pre-press and print production field

Course ID	Title	Units
GC 63/ART 63	Introduction to Screen Printing	3
GC 101	Introduction to Graphic Communications	3
GC 106*	Advanced Screen Printing	3
GC 195*	Graphics Studio	3
GC 210	Letterpress	3
GD 144	Typography	3
GD 147	Introduction to Computer Graphics	3
GD 151	Digital Layout and Design	3
GD 154*	Digital Pre-Press	3
<b>Total Units for the Certificate</b>		<b>27</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: GD 140/ART 140, 141, 142.

## Graphic Design Certificate and Degree Program

This program option prepares students for careers typically found in the graphic design field, such as art director, graphic designer, production artist, package designer, or product designer. The study encompasses all phases of the design processes from origination of the idea (design, layout, and typography) through reproduction, finishing and distribution. Students are encouraged to adhere to electives noted for a rounded educational experience.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Use fundamental design skills
- Select and use appropriate graphic design software
- Demonstrate skills typically found in the graphic design field

Course ID	Title	Units
GD 140/ART 140	Beginning Graphic Design	3
GD 142/ART 142	Package Design	3
GD 144	Typography	3
GD 145/ART 145	Graphic Illustration	3
GD 147	Introduction to Computer Graphics	3
GD 149*	Digital Illustration	3
GD 154*	Digital Pre-Press	3
GD 200	Photoshop Skills for Graphic Designers	3
GD 240/ART 240*	Intermediate Graphic Design	3
CWE 180*	Cooperative Work Experience: Graphics	1
<b>Total Units for the Certificate</b>		<b>28</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ART 40, 41, 80, 85; GC 101.

## Illustration/Animation Certificate and Degree Program

The Illustration/Animation Certificate Program prepares students for careers in animation and in editorial illustration such as magazine, book illustration, medical illustration, and marine illustration or in advertising illustration such as product illustration, poster art, T-shirt and decal art. Students are encouraged to adhere to electives noted for a rounded educational experience.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Use fundamental illustration and animation skills
- Select and use appropriate illustration and animation software and hardware
- Demonstrate skills typically found in the illustration and animation field

Course ID	Title	Units
ART 80	Drawing I	3
GD 141/ART 141	Graphic Rendering Techniques	3
GD 144	Typography	3
GD 145/ART 145	Graphic Illustration	3
GD 147	Introduction to Computer Graphics	3
GD 149*	Digital Illustration	3
GD 150*	Digital Animation	3
GD 155	History of Animation	3
GD 210	Motion Graphics	3
<b>Total Units for the Certificate</b>		<b>27</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ART 40, 85\*.

## Health Information Technology Certificate Program

The Health Information Technician (H.I.T.) program is a two-year certificate and associate degree program that prepares the student for employment as a health information professional with the knowledge and skills to accurately code diagnoses and procedures for healthcare services provided to patients, and to collect, maintain, and analyze clinical data in electronic health records that physicians, nurses, and other healthcare staff rely on to deliver quality healthcare. The curriculum is designed to facilitate articulation from the Medical Assistant program and provides training through didactic instruction and directed practice externships. Facilities employing health infor-

mation technology professionals include hospitals, ambulatory care centers, physician offices, long-term care facilities, dialysis centers, public health agencies, pharmaceutical companies, medical supply companies, rehabilitation centers, managed care organizations, behavioral and mental health facilities, law firms, and insurance firms.

Students are required to hold a valid basic life support CPR card for healthcare providers and carry professional liability insurance prior to commencing their directed practice.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Collect, use, analyze, validate, store, and retrieve health care data.
- Manage related data, personnel management, and release of information.
- Demonstrate skill in clinical coding – converting diagnoses and procedure's to numeric codes.
- Demonstrate skills in quality assessment, financial management, and computer science.
- Apply knowledge through clinical experiences in various professional practice health care facilities.
- Demonstrate the knowledge and skills needed to successfully pass entry level HIM certification examinations and the Registered Health Information Technician examination. (RHIT)

A minimum grade of "C" in all courses is required to receive the certificate.

Course ID	Title	Units
HSC 201	Medical Terminology	3
CIM 112	Microsoft Office	3
HIT 200	Health Information Science	3
BIO 113	Human Anatomy and Physiology	4
HSC 233	Legal and Ethical Aspects of Health Information	3
HIT 203	Alternative Healthcare Delivery Systems	2
HIT 207*	Information Technology/EHR in Healthcare	3
HIT 202	Reimbursement Methodologies	2
HSC 244*	Disease Processes for the Health Sciences	3
HIT 221*	ICD-10-CM	3
HIT 220*	ICD-10-PCS	3
HIT 212*	Reporting Healthcare Data	2
HIT 209*	Management of Resources in Healthcare	3
HIT 204	Performance Improvement in Healthcare	3
HIT 215*	CPT/Ambulatory Care Coding	3
HIT 219*	Directed Practice	3
<b>Total Units for the Certificate</b>		<b>46</b>

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Health Information Technology Associate in Science Degree Program

The Health Information Technician (H.I.T.) program grants a certificate upon the successful completion of the 4-semester or 2 year coursework. The HIT associate degree program comprises of the 4-semester coursework certificate plus the general education courses needed to get the associate's degree. Since the associate degree in HIT is a high unit degree (more than 60 units), it typically takes longer than 2 years to complete. The HIT certificate and degree prepare the student for employment as a health information professional with the knowledge and skills to accurately code diagnoses and procedures for healthcare services provided to patients, and to collect, maintain, and analyze clinical data in electronic health records that physicians, nurses, and other healthcare staff rely on to deliver quality healthcare. Provide training through didactic instruction and directed practice. Facilities employing health information technology professionals include hospitals, ambulatory care centers, physician offices, long-term care facilities, dialysis centers, public health agencies, pharmaceutical companies, medical supply companies, rehabilitation centers, managed care organizations, behavioral and mental health facilities, law firms, and insurance firms.

Students are required to hold a valid basic life support CPR card for healthcare providers and carry professional liability insurance prior to commencing their directed practice.

## Program Student Learning Outcomes

Students who complete this program will be able to:

- Collect, use, analyze, validate, store, and retrieve health care data.
- Manage related data, personnel management, and release of information.
- Demonstrate skill in clinical coding – converting diagnoses and procedure's to numeric codes.
- Demonstrate skills in quality assessment, financial management, and computer science.
- Apply knowledge through clinical experiences in various professional practice health care facilities.
- Demonstrate the knowledge and skills needed to successfully pass entry level HIM certification examinations and the Registered Health Information Technician examination. (RHIT)

A minimum grade of "C" in all courses is required to receive the certificate.

Course ID	Title	Units
HSC 201	Medical Terminology	3
CIM 112	Microsoft Office	3
HIT 200	Health Information Science	3
BIO 113	Human Anatomy and Physiology	4
HSC 233	Legal and Ethical Aspects of Health Information	3
HIT 203	Alternative Healthcare Delivery Systems	2
HIT 207*	Information Technology/EHR in Healthcare	3
HIT 202	Reimbursement Methodologies	2
HSC 244*	Disease Processes for the Health Sciences	3
HIT 221*	ICD-10-CM	3
HIT 220*	ICD-10-PCS	3
HIT 212*	Reporting Healthcare Data	2
HIT 209*	Management of Resources in Healthcare	3
HIT 204	Performance Improvement in Healthcare	3
HIT 215*	CPT/Ambulatory Care Coding	3
HIT 219*	Directed Practice	3
<b>Total Units for the Major</b>		<b>46</b>

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Health Sciences Associate Degree

The Health Sciences Associate Degree program is designed to provide students the opportunity to achieve an associate degree in health sciences which may include courses required for preparation for transfer to a CSU or for employment in areas such as emergency medical technician, medical assistant, medical insurance billing and coding, nursing assistant, paramedic or phlebotomist.

Transfer Health Sciences majors should complete the general education certificate to meet general education requirements (37-39 units), either the California State University General Education (CSU-GE) requirements or the Intersegmental General Education Curriculum (IGETC).

Refer to ASSIST.org or to the catalog of the intended college of transfer. Courses selected to fulfill requirements for this area of emphasis should reflect requirements of the college or university to which the student plans to transfer. Consult with a counselor for assistance in planning a transfer program in Health Sciences.

This program is not the associate degree in nursing and does not meet the State Board of Registered Nursing requirements for licensure in the state of California. Students interested in achieving a degree in Nursing should see the Nursing Associate Degree.

### Program Student Learning Outcomes

Students who complete this program will be able to:

Recognize and define the terminology of various health sciences.

Differentiate between various health science jobs and job

Demonstrate scientific and critical thinking skills related to

#### Select 18 units from the following related disciplines

BIO 11\*, 12\*, 15\*, 112\*, 113

CHEM 1A\*, 108

EMT 207\* & 207C\*, 210\*, 219\*

HIT 200, 204\*, 207\*, 209\*, 216\*, 219\*, 221\*

HLTH 1, 2, 3

HSC 201, 217\*, 222, 223\*, 226\*, 227\*, 228, 291

MA 211A/B, 212A/B, 213A/B, 214B, 217A\*/B\*/C\*, 218B

N 160\*, 161, 162\*, 165, 170\*, 171\*, 172\*, 173\*, 174\*, 176\*, 202\*, 238\*, 245\*, 263, 264\*, 265\*

PHLB 240\*

PM 220\*, 230\*, 240\*

**Total Units for the Major** **18**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## History

### Associate in Arts Degree in History for Transfer

The curriculum in the History program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in History for Transfer degree by providing the necessary breadth in the field and an introduction to the methods used. Students who complete the Associate in Arts Degree in History for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Discuss the diversity of the human experience as influenced by geographical location, race, ethnicity, cultural traditions, gender and class
- Analyze historical processes that shape individuals and communities, drawing on detailed knowledge about the history of the area under study
- Apply critical thinking skills to examine the varieties of experience found in the historical record of the United States, exploring diversity as a critical component of history

- Distinguish between primary and secondary sources, and understand how each are used to make historical arguments
- Assess, use, and synthesize different kinds of evidence from a variety of historical sources to make a coherent argument about the past
- Effectively conduct research and write a coherent historical essay or research paper that articulates a clear argument, effectively interprets multiple forms of evidence, identifies arguments in secondary historical texts, and uses appropriate citations

Course ID	Title	Units
<b>Required Courses</b>		
HIST 16	History of the United States to 1876	3
HIST 17	History of the United States Since 1876	3
<b>Group A: (6 units)</b>		
HIST 4	World History to 1750	3
HIST 5	World History From 1750	3
<b>Group B: Select one course from each area (6 units)</b>		
<b>Area 1:</b>		
HIST 70	History of Asia to 1800	3
HIST 71	History of Asia Since 1800	3
HIST 72	History of China	3
HIST 74	History of the Middle East to 1800	3
HIST 80	Introduction to Contemporary Africa	3
HIST 21	Women in United States History: A Multicultural Perspective	3
HIST 33	The Political/Social History of the Chicanas/os	3
HIST 81	African American History	3
<b>Area 2:</b>		
HIST 62	European History to 1650	3
HIST 63	European History Since 1650	3
HIST 75	Introduction to the Contemporary Middle East	3
HIST 30	History of Mexico	3
<b>Total Units for the Major</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## History Associate Degree Program

The curriculum in the History Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Discuss the diversity of the human experience as influenced by geographical location, race, ethnicity, cultural traditions, gender and class
- Analyze historical processes that shape individuals and communities, drawing on detailed knowledge about the history of the area under study
- Apply critical thinking skills to examine the varieties of experience found in the historical record of the United States, exploring diversity as a critical component of history
- Distinguish between primary and secondary sources, and understand how each are used to make historical arguments
- Assess, use, and synthesize different kinds of evidence from a variety of historical sources to make a coherent argument about the past
- Effectively conduct research and write a coherent historical essay or research paper that articulates a clear argument, effectively interprets multiple forms of evidence, identifies arguments in secondary historical texts, and uses appropriate citations

Course ID	Title	Units
HIST 4	World History to 1750	3
HIST 5	World History from 1750	3
HIST 16	History of the United States to 1876	3
HIST 17	History of the United States Since 1876	3
	Select from Restricted Electives	6
<b>Total Units for the Major</b>		<b>18</b>

**Restricted Electives:**

ECON 2\*, 20; HIST 7, 8, 11, 12, 15, 19, 20/SOC 20, HIST 21, 30, 32, 33, 40, 41, 61, 62, 63, 70, 71, 72, 75, 80, 135; PS 4, 11, 12, 14, 80.

**Associate in Arts Degree**

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

**Horticulture****Horticulture Certificate and Degree Program**

The Horticulture program is soundly based on horticultural science and technology and prepares students for careers related to production and care of plants, trees, and shrubs commonly used in landscape design, retail and wholesale nurseries, and park departments. The certificate offered within the Horticulture program is outlined below.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Grow and maintain ornamental plant materials.
- Identify local plant materials, including herbaceous and trees, shrubs, and California natives.
- Identify plants contributing to local ecologies and habitats.

Course ID	Title	Units
HORT 10	Plant Materials — Herbaceous Plants	3
HORT 11	Plant Materials — Trees and Shrubs	3
HORT 20	Introduction to Horticulture Science	4
HORT 112	Plant Propagation	3
HORT 113	Soils and Fertilizers	3
HORT 120	Integrated Pest Management	4
	Select one course from each Group	4-6
<b>Total Units for the Certificate</b>		<b>24-26</b>

**Group I:**

HORT 7	Introduction to Landscape Design	3
HORT 115	History of Landscape Design: Ancient through 19th Century	3
HORT 145	Planting Design with Native Plants	3

**Group II:**

CWE 180*†	Cooperative Work Experience: Horticulture and Landscape	1
HORT 116	Irrigation Design Fundamentals	3
HORT 166	Ornamental Native Plants Identification	3
HORT 216*	Irrigation Plans and Details with CAD	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Horticulture Certificate.

Suggested coursework not required for the major: BUS 1, 120, 137; CIM 1; HORT 208, 209\*; SPAN 1\*.

**Associate in Science Degree****Program Student Learning Outcomes**

Students who complete this program will be able to:

- Grow and maintain ornamental plant materials.
- Identify local plant materials, including herbaceous and trees, shrubs, and California natives.
- Identify plants contributing to local ecologies and habitats.

Course ID	Title	Units
HORT 10	Plant Materials – Herbaceous Plants	3
HORT 11	Plant Materials – Trees and Shrubs	3
HORT 20	Introduction to Horticulture Science	4
HORT 112	Plant Propagation	3
HORT 113	Soils and Fertilizers	3
HORT 120	Integrated Pest Management	4
	Select one course from each Group	4-6
<b>Total Units for the Major</b>		<b>24-26</b>

**Group I:**

HORT 7	Introduction to Landscape Design	3
HORT 115	History of Landscape Design	3

**Group II:**

CWE 180*†	Cooperative Work Experience: Horticulture	1
HORT 116	Irrigation Systems	3
HORT 166	Ornamental Native Plants	1.5
HORT 216*	Advanced Irrigation Design	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Horticulture Certificate.

Completion of the courses above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 1, 120, 137; CIM 1; HORT 208, 209; SPAN 1.

**General Horticulture Occupational Skills Award**

The General Horticulture Occupational Skills Award encourages students to master skills required to propagate and maintain healthy plants, including the use of soils and fertilizers.

Course ID	Title	Units
HORT 20	Introduction to Horticultural Science	4
HORT 112	Plant Propagation	3
HORT 113	Soils and Fertilizers	3
<b>Total Units for the Award</b>		<b>10</b>

**Plant Identification Occupational Skills Award**

The Plant Identification Occupational Skills Award encourages students to master skills required to identify all of the important annuals, groundcovers, vines, trees, shrubs, and native plants used in Southern California landscapes. Award holders will be able to make recommendations for the incorporation of these species into the landscape based on flower color, time of flowering, height, spread, fruit production, and known problems.

Course ID	Title	Units
HORT 10	Plant Materials — Herbaceous Plants	3
HORT 11	Plant Materials — Trees and Shrubs	3
HORT 166	Ornamental Native Plants Identification	3
<b>Total Units for the Award</b>		<b>9</b>

## Human Development Associate Degree Program

The curriculum in the Human Development Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Discuss diverse human experiences
- Identify influences on human development
- Locate and analyze significant works focused on the study of human development

Course ID	Title	Units
ANTH 2	Cultural Anthropology	3
MATH 10*	Introduction to Statistics	3
PSYC 1	Introduction to Psychology	3
PSYC 7*	Developmental Psychology: Childhood through Adolescence	3
SOC 1	Introduction to Sociology	3
SOC 15*	Socialization of the Child	3
<b>Total Units for the Major</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BIO 20; CD 120, 121\*.

## Human Services

The Human Services department offers the following programs of study for people who want to work with people. The curricula meet the needs of career-oriented students who wish career preparation at the Associate degree or vocational certificate levels. They will also serve as an introduction to social work, social welfare, criminal justice, counseling, mental health, and other helping professions for students planning advanced degrees in these fields. Coursework includes participation in internships and Cooperative Work Experiences at various facilities.

Saddleback College is an academic member of the International Association of Eating Disorders Professionals (IAEDP). Saddleback College does not offer a certificate for the Eating Disorders Program, however, the course is certified by IAEDP.

The Human Services department offers the four programs listed below.

## Alcohol and Drug Studies Certificate and Degree Program

The Alcohol and Drug Studies program integrates theory and practical experience in developing skills necessary to work with the alcohol and drug abuse population, as well as with families and employers of chemically dependent persons. This program option combines the Human Services behavioral core, skills training, and experiential learning in the field work settings.

The completion of the Core Courses is required for eligibility of enrollment in HS 110 and is required for the completion of the Certificate Programs. It is recommended that these courses be taken as early as possible.

A minimum grade of "C" in all courses is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to

- Demonstrate multiple approaches in their work with the alcohol and drug abuse population.
- Apply various communication and collaborative techniques to use with families and employers of chemically dependent individuals.
- Use Human Services behavioral core, skills training and experiential learning in field work settings.

### CORE COURSES

Course ID	Title	Units
HS 100*	Human Services in a Changing Society	3
HS 120	Human Development in the Social Environment	3
HS 140	Group Leadership and Group Process	3
HS 170	Alcohol and Other Drugs in Our Society	3
HS 285	Ethical Issues/Clients' Rights	3
<b>Total Core Units for the Certificate</b>		<b>15</b>
HS 110*	Field Instruction and Seminar I	3.5
HS 150*	Field Instruction and Seminar II	3.5
HS 171	Substance Abuse: Intervention, Treatment and Recovery	3
HS 172*	Physiological Effects and Pharmacology of Alcohol and Drugs	3
HS 174	Case Administration, Crisis Intervention and Referral	3
HS 176*	Co-occurring Disorders	3
	Select from Restricted Electives	3
<b>Total Units for the Certificate</b>		<b>37</b>

### Restricted Electives:

HS 128	Community-Based Corrections	3
HS 131	Multicultural and Diverse Populations in the United States	3
HS 175	Substance Abuse Education, Prevention and Intervention	3
HS 177	Family Dynamics of Addiction and Abuse	3
HS 182*	Substance Abuse Treatment in Children and Adolescence	3
HS 220	Benefits and Entitlement	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.



## Community-Based Corrections Certificate and Degree Program

The program in Community-Based Corrections provides the student with an introduction to the Human Services behavioral core and skills with a specialized area of study in areas of various community-based corrections. Students completing the program may find employment in probation, juvenile counseling settings, California Youth Authority, and half-way houses.

The completion of the Core Courses is required for eligibility of enrollment in HS 110 and is required for the completion of the Certificate Programs. It is recommended that these courses be taken as early as possible.

A minimum grade of "C" in all courses is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to

- Expound upon knowledge of multiple and diverse criminological theories.
- Exhibit an understanding of how the history of the criminal justice system relates to contemporary community-based corrections regulations and environments.
- Use Human Services behavioral core, skills training and experiential learning in field work settings.

#### CORE COURSES

Course ID	Title	Units
HS 100*	Human Services in a Changing Society	3
HS 120	Human Development in the Social Environment	3
HS 140	Group Leadership and Group Process	3
HS 170	Alcohol and Other Drugs in Our Society	3
HS 285	Ethical Issues/Clients' Rights	3

**Total Core Units for the Certificate 15**

HS 37	Introduction to Criminology	3
HS 110*	Field Instruction and Seminar I	3.5
HS 119	Introduction to the Criminal Justice System	3
HS 128	Community-Based Corrections	3
HS 150*	Field Instruction and Seminar II	3.5
HS 187	Juvenile Violence, Gangs, and Victimization Select from Restricted Electives	3

**Total Units for the Certificate 37**

#### Restricted Electives:

HS 131	Multicultural and Diverse Populations in the United States	3
HS 174	Case Administration, Crisis Intervention and Referral	3
HS 175	Substance Abuse Education, Prevention and Intervention	3
HS 176*	Co-occurring Disorders	3
HS 177	Family Dynamics of Addiction and Abuse	3
HS 182*	Substance Abuse Treatment in Children and Adolescence	3
HS 220	Benefits and Entitlement	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Human Services Generalist Certificate and Degree Program

The Human Services Generalist program is designed to provide persons with both a historical and a current perspective of the basic issues within the human services field. It will introduce students to the growing career options within the field, provide an opportunity to explore several of the program options, and generally provide the kind of information that will enable students to make informed decisions in regard to career directions.

The completion of the Core Courses is required for eligibility of enrollment in HS 110 and is required for the completion of the Certificate Programs. It is recommended that these courses be taken as early as possible.

A minimum grade of "C" in all courses is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to

- Exemplify knowledge of the breadth of the Human Services profession.
- Engage human services intervention skills on a micro and macro level.
- Use Human Services behavioral core, skills training and experiential learning in field work settings.

#### CORE COURSES

Course ID	Title	Units
HS 100*	Human Services in a Changing Society	3
HS 120	Human Development in the Social Environment	3
HS 140	Group Leadership and Group Process	3
HS 170	Alcohol and Other Drugs in Our Society	3
HS 285	Ethical Issues/Clients' Rights	3

**Total Core Units for the Certificate 15**

HS 110*	Field Instruction and Seminar I	3.5
HS 131	Multicultural and Diverse Populations in the United States	3
HS 150*	Field Instruction and Seminar II	3.5
HS 174	Case Administration, Crisis Intervention and Referral	3
HS 176*	Co-occurring Disorders	3
HS 177	Family Dynamics of Addiction and Abuse Select from Restricted Electives	3

**Total Units for the Certificate 37**

#### Restricted Electives:

APSY 150	Helping Relationships	3
HS 171	Substance Abuse: Intervention, Treatment, and Recovery	3
HS 172	Physiological Effects and Pharmacology of Alcohol and Drugs	3
HS 175	Substance Abuse Education, Prevention and Intervention	3
HS 187	Juvenile Violence, Gangs, and Victimization	3
HS 220	Benefits and Entitlement	3
PSYC 125	Psychology of Aging	3
SOC 1	Introduction to Sociology	3
SOC 2	Social Problems	3
SOC 10	Introduction to Marriage and the Family	3
SOC 20	Ethnic Cultures of the United States	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Mental Health Worker Certificate and Degree Program

The Human Service department has designed the Mental Health Worker program to educate students to understand cultural competency skills needed for clients and family members to enter the public mental health labor force. It will introduce students to benefits acquisitions, the recovery model, co-occurring disorders and integrated services, early identification of mental illness and evidence-based practices.

A minimum grade of "C" in all courses is required to receive the certificate.

### Program Student Learning Outcomes

Students who complete this program will be able to

- Demonstrate multiple approaches in their work with the mental health and co-occurring populations.
- Impart appropriate intervention practices to use with individuals and families impacted by mental health and/or co-occurring disorders.
- Use Human Services behavioral core, skills training and experiential learning in field work settings.

Course ID	Title	Units
CWE 180*†	Cooperative Work Experience: Mental Health	2
HS 100*	Human Services in a Changing Society	3
HS 120	Human Development in the Social Environment	3
HS 131	Multicultural and Diverse Populations in the United States	3
HS 140	Group Leadership and Group Process	3
HS 174	Case Administration, Crisis Intervention and Referral	3
HS 176*	Co-occurring Disorders	3
HS 177	Family Dynamics of Addiction and Abuse	3
HS 220*	Benefits and Entitlement	3
HS 285	Ethical Issues/Clients' Rights	3
<b>Total Units for the Certificate</b>		<b>29</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualify the student for an Associate in Science degree. A minimum of 12 units must be taken at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Humanities Associate Degree Program

The curriculum in the Humanities Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors in the humanities such as language, history, literature or philosophy, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify and evaluate the origin, growth, varieties, and cultural manifestations of individuality in different cultural traditions.
- Identify and evaluate nature (e.g. our conceptions of nature, our relation to nature, etc.) in different cultural traditions.
- Identify and evaluate economic, social, religious and artistic conflict between different cultural traditions.

Course ID	Title	Units
<b>A minimum of 18 units from the following:</b>		
	International Language level 3 or 4	5
HIST 4	World History to 1750	3
HIST 5	World History from 1750	3
HUM 1*	Introduction to Humanities	3
HUM 2*	Origins of Western Culture in Literature	3
HUM 3*	The Culture of Medieval and Renaissance Europe	3
HUM 10A*	Culture, Science, and Society I	3
HUM 10B*	Culture, Science, and Society II	3
HUM 21*	The Search for Meaning: Ideas of Self Across Cultures	3
HUM 22*	Gods, Clocks, and Visions	3
HUM 25*	Planet Earth: Contemporary Issues and Controversies	3
PHIL 1*	Introduction to Philosophy	3
<b>Total Units for the Major</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Interior Design

Saddleback College offers an interdisciplinary Interior Design curriculum providing multi-level, accredited courses that prepare students with the competencies required to enter the Interior Design profession. The Associate degree will be awarded after completion of Level III.

## Level I — Interiors Merchandising Certificate Program

The Interiors Merchandising level provides the student with a short-term certificate program leading to employment in merchandising or sales.

## Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate fundamental drafting skills, knowledge of color theory, career paths, and product knowledge related to merchandising.
- Use professional skills and effective communication techniques.
- Demonstrate beginning CAD skills required for merchandising and sales positions in the Interior Design field.

Course ID	Title	Units
BUS 137	Professional Selling Fundamentals	3
ID 110	Fundamentals of Interior Design	3
ID 111*	Interior Design Studio I	3
ID 112	Beginning Drafting for Interiors	3
ID 113	Interior Design Careers	2
ID 114	Applied Color and Design Theory for Interior Design	4
ID 115*	Computer-Aided Design/Drafting for Interior Design	3
ID 116	Interior Materials and Products	3
<b>Total Units for the Certificate</b>		<b>24</b>

Associate Degree will be awarded for Level III only.

## Level II — Interior Design Assistant Certificate Program

The Interior Design Assistant level meets the standards that can lead to a minimum preparation for design certification and employment as a design assistant.

## Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate advancing skills in fundamental drafting, color theory, and product knowledge.
- Use professional skills and effective communication techniques.
- Demonstrate space planning, historical, graphic, business, advancing computer technique, and work experience skills required for Interior Design Assistant positions in the Interior Design field.

Course ID	Title	Units
<b>Level I Courses</b>		<b>24</b>
ARCH 124A	Architectural Drawing I	4
ID 121*	Space Planning	3
ID 122	History of Interior Architecture and Furnishings I	3
ID 123*	Interior Design Illustration	3
ID 125	History of Interior Architecture and Furnishings II	3
ID 126*	Interior Design Studio II	3
ID 127*	Fundamentals of Lighting	3
ID 128*	Business and Professional Practice for Interior Design	3
ID 129*	Interior Design Internship	1
<i>and</i>		
CWE 180*	Cooperative Work Experience: Interior Design	1
ID 216*	Digital Visualization for Interior Design	3
<b>Total Units for the Certificate</b>		<b>54</b>

Associate Degree will be awarded for Level III only.

## Level III — Interior Design Professional Certificate and Degree Program

The Interior Design Professional level meets the educational standards leading to employment and certification as a professional interior designer.

## Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate advanced knowledge of drafting, color theory, and product knowledge.
- Use advanced professional skills and effective communication techniques.
- Demonstrate advanced graphic, specialized design, code and CAD skills required for certification, professional affiliation &/or employment as a Professional Interior Designer.

Course ID	Title	Units
<b>Level I and II Courses</b>		<b>51</b>
ID 133*	Rendering and Rapid Visualization for Interior Design	3
ID 211	Codes and Specifications for Interior Design	3
ID 212*	Advanced Computer-Aided Design/Drafting for Interior Design	3
	Restricted Electives	6
<b>Total Units for the Certificate</b>		<b>66</b>
<b>Restricted Electives:</b>		
ID 210*	Hospitality Design	3
ID 214*	Bath Design	3
ID 215*	Kitchen Design	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## International Language Associate Degree Program (See Arabic, Chinese, French, German, Italian, Japanese, and Spanish)

## Italian Associate Degree Program

The Italian Program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in Italian. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution, as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university.

## Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate comprehensive knowledge of Italian vocabulary.
- Use proficient conversational skills in Italian.
- Read and write in Italian.
- Demonstrate introductory cultural and historic knowledge of Italian speaking people.

Course ID	Title	Units
ITA 1*	Elementary Italian	5
ITA 2*	Elementary Italian	5
ITA 3*	Intermediate Italian	5
ITA 4*	Intermediate Italian	5
ITA 999A*	Italian Language Lab	.25, .25
ITA 999B*	Italian Language Lab	.25, .25
Select one course from Restricted Electives:		3
<b>Total Units for the Major</b>		<b>24</b>

#### Restricted Electives

ARAB 21*	Introduction to Arabic Culture	3
CHI 21*	Introduction to Chinese Culture and Influence in the United States	3
FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3
GER 10*	Intermediate Conversational German	3
ITA 21*	Introduction to Italian Culture	3
JA 21*	Introduction to Japanese Culture	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America Through 1900	3
SPAN 21B*	Civilization of Latin American 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Japanese Associate Degree Program

The Japanese Program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in Japanese. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution, as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a comprehensive knowledge of Japanese vocabulary.
- Use proficient conversational skills in Japanese.
- Read and write in Japanese.
- Demonstrate introductory cultural and historic knowledge of Japanese speaking people.

Course ID	Title	Units
JA 1*	Elementary Japanese	5
JA 2*	Elementary Japanese	5
JA 3*	Intermediate Japanese	5
JA 4*	Intermediate Japanese	5
JA 999A*	Japanese Language Lab	.25, .25
JA 999B*	Japanese Language Lab	.25, .25
Select one course from Restricted Electives:		3
<b>Total Units for the Major</b>		<b>24</b>

#### Restricted Electives

ARAB 21*	Introduction to Arabic Culture	3
CHI 21*	Introduction to Chinese Culture and Influence in the United States	3
FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3
GER 10*	Intermediate Conversational German	3
ITA 21*	Introduction to Italian Culture	3
JA 21*	Introduction to Japanese Culture	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America Through 1900	3
SPAN 21B*	Civilization of Latin American 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Journalism

### Associate in Arts Degree in Journalism for Transfer

Upon completion of the Associate in Arts in Journalism for Transfer, students will have a strong foundation in reporting and producing news content, as well as an understanding of the media industry, First Amendment and professional standards. Students will also have the opportunity to gain practical experience producing multi-dimensional content for student news publications and emerging platforms.

Students who complete the Associate in Arts in Journalism for Transfer degree will receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a range of skills necessary for work as photographers, video journalists, designers, etc. in editorial departments of news organizations, magazines, industrial in-house publications, emerging businesses in media and related industries.
- Demonstrate an understanding of the First Amendment, media history and current trends in the industry.
- Demonstrate an understanding of professional standards, ethics and media law.
- Demonstrate practical skills and understanding of convergence, multimedia, emerging technology and innovation in journalism and the media industry.

**Required Core (10 units)**

JRN 1	Mass Media and Society	3
JRN 2*	News Writing	3
JRN 111*	News Media Production and Editing	4
or		
JRN 112*	News Media Production, Blogging and Social Media	4
or		
JRN 107*	News Media Production and Investigative Reporting	4

**Group A: Select one of the following courses (3-4 units)**

JRN 106*	Video Journalism	3
JRN 109*	News Media Production and Data Reporting	4

**Group B: Select two of the following courses (6-10 units)**

MATH 10*	Introduction to Statistics	3
ECON 4*	Principles (Micro)	3
or		
ECON 2*	Principles (Macro)	3
PS 1	American Government	3
PS 12	Comparative Politics and Government	3
ENG 1B*	Principles of Composition	3
SP 3*	Argumentation and Debate	3

**Note: If selecting courses from the list below to fulfill Group B requirements the courses must come from two different CSU Breadth areas within A through D or IGETC areas 1A through 5C**

SP 1	Communication Fundamentals	3
ENG 1A*	Principles of Composition I	4
MATH 2*	Pre-Calculus Mathematics	5
ENV 24	Natural History of California	4
CTVR 3	The History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3
MUS 27	History of Jazz	3
MUS 28	History of Rock	3
PHOT 25	History of Photography	3
CHI 1*	Elementary Chinese	5
FR 1*	Elementary French	5
SL 1*	American Sign Language I	4
SPAN 1*	Elementary Spanish	5
ANTH 2	Cultural Anthropology	3
ES 1	Multicultural Experiences in the United States	3
ES 2	Multicultural Identities in the United States	3
ES 10	Margins and Border Crossings	3
WS 10	Introduction to Women's Studies	3

**Total Units for the Major** 19-24

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

**Journalism Certificate and Degree Program**

The curriculum in the Journalism program provides the range of skills necessary for work in editorial departments of news organizations, magazines, industrial in-house publications, public relations, and emerging businesses in media and related industries. This program provides background and experience needed by persons who may be employed as photographers, video journalists, designers, and others.

The journalism program at Saddleback College seeks to give students an understanding of the media industry and First Amendment. Students develop their writing and reporting skills for a variety of news platforms, public relations and new and emerging businesses in the media and related industries.

In production courses, students receive hands-on training producing multi-dimensional content for student news publications on a variety of platforms. In skills classes, students learn the fundamentals of producing news content, interviewing, reporting, writing stories, news judgment, visual journalism, social media and are introduced to media law, ethics and professional standards. An emphasis is placed on emerging technology and journalism.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate a range of skills necessary for work in editorial departments of news organizations, magazines, and industrial in-house publications.
- Demonstrate a range of skills necessary for work in public relations, media and communications organizations, and startups.
- Successfully complete practical experiences needed by persons who may be employed as journalists, editors, photographers, video journalists, designers, and media professionals and related occupations.

Course ID	Title	Units
JRN 1/CTVR 1	Mass Media and Society	3
JRN 2*	News Writing	3
JRN 105	Feature Writing	3
JRN 125*	Magazine Journalism	3
and		
JRN 113*	Magazine Production for Digital Platforms	3
	Select two News Media Production courses	8
<b>Total Units for the Certificate</b>		<b>23</b>

**News Media Production**

JRN 107*	News Media Production and Investigative Reporting	4
JRN 109*	News Media Production and Data Reporting	4
JRN 111*	News Media Production and Editing	4
JRN 112*	News Media Production, Blogging and Social Media	4

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

**Associate in Science Degree**

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: PHOT 50, 55\*.

**Kinesiology****Associate in Arts Degree in Kinesiology for Transfer**

The Kinesiology major consists of courses appropriate for an Associate in Arts in Kinesiology for Transfer degree, which provides a foundational understanding of the discipline, a breadth of coursework in the discipline, and preparation for transfer to any CSU that accepts the AA-T. Students who complete the Associate in Arts in Kinesiology for Transfer degree receive priority admission with junior status to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate a beginning level of knowledge, skill, theory and strategy in at least one sport or physical activity.
- Explain and apply basic physiological principles of human movement in exercise and sports settings.
- Demonstrate an understanding of the structure and function of the body in human performance.

- Recognize the principles of physical fitness development and maintenance as well as the body's responses to physical activity.
- Acquire an understanding of those factors instrumental in the development and performance of motor skills.
- Demonstrate an understanding of the value and significance of physical activity for human interactions, and quality of life.
- Analyze the history, research, and current information in Kinesiology and their current applications.
- Use campus and/or community resources to participate actively in their own education.
- Display leadership, cooperation, sportsmanship and integrity through active participation in fitness and sports.
- Encourage and promote the value of lifelong learning and quality of life through health, sport, fitness and physical activity.

**Required Core**

KNES 51	Introduction to Kinesiology	3
BIO 11*	Human Anatomy	4
BIO 12*	Human Physiology	4
<i>and</i>		

**Select a maximum of one course each from any three of the following movement-based course areas (3 units):****Aquatics**

KNES 41	Swimming for Nonswimmers	1-1.5
KNES 42*	Intermediate Swimming	1-1.5
KNES 44*	Aquatic Conditioning	1-1.5

**Combatives**

KNES 90	Beginning Self Defense	1-1.5
KNES 93	Beginning Karate	1-1.5
KNES 94	Beginning Akido	1-1.5

**Fitness**

KNES 1	Cardiovascular Conditioning	1-1.5
KNES 50	Aerobic Dancing	1-1.5

**Individual Sports**

KNES 20	Beginning Golf I	1-1.5
KNES 24	Beginning Tennis I	1-1.5
KNES 25*	Beginning Tennis II	1-1.5
KNES 26*	Intermediate Tennis	1-1.5

**Team Sports**

KNES 70	Basketball	1-1.5
KNES 71*	Advanced Basketball	1-1.5
KNES 72	Beginning Soccer	1-1.5
KNES 76	Beginning Volleyball	1-1.5
KNES 77*	Intermediate Volleyball	1-1.5
KNES 81	Beginning Beach Volleyball	1

**List A: Select two courses (7-9 units) from the following**

MATH 10*	Introduction to Statistics	3
BIO 20	Introduction to Biology	4
CHEM 108	Introduction to General, Organic, and Biochemistry	4
<i>or</i>		
CHEM 1A*	General Chemistry	5
PHYS 2A*	Introduction to Physics	5
<i>or</i>		
PHYS 4A*	General Physics	5
<b>Total Units for the Major</b>		<b>21-24</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

**Kinesiology Associate Degree Program**

The curriculum in the Kinesiology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate cognitive knowledge of fitness terminology and training in a specific subject area.
- Correctly perform the skills or strategy for a particular fitness activity or sport.
- Display effective gains through social interactions, teamwork, and sportsmanship in Kinesiology courses.
- Distinguish and articulate fundamental concepts or skills of a specific activity or sport.

Course ID	Title	Units
HLTH 1	Contemporary Health Issues	3
<i>or</i>		
HLTH 3	Women's Health Issues	1.5
HLTH 2	Responding to Emergencies/First Aid and CPR	3
KNES 51	Introduction to Kinesiology and Athletics	3
KNES 52	Fundamentals of Human Movement	3
<i>and</i>		
A minimum of 3 units in Training and Theory selected from the following: KNES 53, 54*, 105		
<i>and</i>		
A minimum of 6 units in Kinesiology activity skills courses from at least 4 of the following areas:		
(1) Fitness		
(2) Individual Sports		
(3) Aquatics		
(4) Dance		
(5) Team Sports		
(6) Combative Skills		
NOTE: Intercollegiate Athletics may be applied in appropriate areas.		
<b>Total Units for the Major</b>		<b>19.5</b>

**Associate in Arts Degree**

Complete units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BIO 11, 20; KNES 107; PSYC 1; SP 1 or 5.

**Athletic Training Occupational Skills Award**

The Athletic Training Occupational Skills Award prepares the student for careers in Athletic Training and Physical Therapy for skills necessary for entry level positions in Physical Therapy Clinic or acceptance to an Athletic Training program at a four-year college or university.

Course ID	Title	Units
BIO 11*	Human Anatomy	4
BIO 20	Introduction to Biology	4
HLTH 2	First Aid, CPR, & Automated External Defibrillator	1.5
KNES 52	Fundamentals of Human Movement	3
KNES 53	Introduction to Athletic Training	3
KNES 56	Practicum in Athletic Training – Fall Sports	2
<i>or</i>		
KNES 59	Practicum in Athletic Training – Spring Sports	2
<b>Total Units for the Award</b>		<b>17.5</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Coaching Occupational Skills Award

This Occupational Skills Award is designed to prepare students for gaining employment in coaching in a scholastic setting or Sports management in youth sports at community centers, after school programs, and/or city and state sports activities. The students will gain a variety of experiences, skills and knowledge that will cover a multitude of sports.

Course ID	Title	Units
FN 164	Sports Nutrition	2
HLTH 2	First Aid, CPR, & Automated External Defibrillator	1.5
KNES 51	Introduction to Kinesiology	3
KNES 53	Introduction to Athletic Training	3
KNES 54	Principles and Fundamentals of Coaching	3
KNES 105	Mental Skills for Sports Performance	3
	Select from Restricted Electives	2
<b>Total Units for the Award</b>		<b>17.5</b>

### Restricted Electives:

IA 1*	Men's Football	2
IA 2*	Men's Basketball	1 or 2
IA 3*	Men's Baseball	2
IA 4*	Men's Track and Field	2
IA 5*	Men's Cross Country	2
IA 6*	Men's Golf	2
IA 7*	Men's Water Polo	2
IA 8*	Men's Swimming and Diving	2
IA 9*	Men's Tennis	2
IA 10*	Women's Volleyball	2
IA 11*	Women's Softball	2
IA 12*	Women's Basketball	1 or 2
IA 13*	Women's Tennis	2
IA 14*	Women's Swimming and Diving	2
IA 16*	Women's Track and Field	2
IA 17*	Women's Cross Country	2
IA 18*	Women's Water Polo	2
IA 19*	Women's Golf	2
IA 20*	Women's Sports Off Season Training	1 or 2
IA 21*	Women's Soccer	2
IA 30*	Men's Sports Off Season Training	1 or 2

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Yoga Teacher Training Occupational Skills Award

Yoga Teacher Training is designed to deepen students' understanding of yoga by investigating the biomechanics of yoga postures, learning to use anatomical cueing for proper alignment in poses, examining effective teaching techniques for a variety of settings, and exploring the history and philosophy of yoga. Upon successful completion of the Yoga Teacher Training Occupational Skills Award, students will be eligible to apply for their Yoga Alliance 200-hour instructor certification and will be prepared for employment as a trained yoga teacher in public and private settings. Yoga Alliance is the largest and most influential governing body in the yoga field, thus providing our Yoga Teacher Training students with a prestigious certification. A minimum grade of "C" in all courses is required to receive this award, and 10 additional hours of practice teaching hours and feedback forms are mandated for those students applying for the Yoga Alliance credential.

Course ID	Title	Units
KNES 160*	Anatomy and Fundamentals of Yoga	3
KNES 161*	Teaching of Yoga	3
KNES 162	Philosophy of Yoga	3
	Select 2 courses from Restricted Electives	2
<b>Total Units for the Award</b>		<b>11-11.5</b>

### Restricted Electives:

KNES 28	Beginning Yoga	1
KNES 39*	Intermediate Yoga	1
KNES 40*	Advanced Yoga	1
DANC 128	Yoga for Dancers	1.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Landscape Design

### Landscape Design Certificate and Degree Program

This program is designed to train students for careers in landscape design and maintenance with municipal and county parks departments, industrial and commercial firms, and residential construction companies.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate fundamental skills in landscape design elements, process and techniques.
- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate basic landscape construction and maintenance skills.
- Use a variety of computer applications relevant to landscape design, construction, and ornamental horticulture.
- Demonstrate the skills necessary for employment as a landscape designer, landscape construction and maintenance professionals, or related field.

Course ID	Title	Units
HORT 7	Introduction to Landscape Design	3
HORT 10	Plant Materials — Herbaceous Plants	3
HORT 11	Plant Materials — Trees and Shrubs	3
HORT 106	Landscape CAD: AutoCAD Fundamentals	3
HORT 109	Introduction to Planting Design	3
HORT 116	Irrigation Design Fundamentals	3
HORT 130	Hardscape and Construction Materials Fundamentals	1.5
	Select one course from each Group	2.5-7
<b>Total Units for the Certificate</b>		<b>21.5-26.5</b>

### Group I:

HORT 20	Introduction to Horticultural Science	4
HORT 113	Soils and Fertilizers	3
HORT 138	The Sustainable Landscape	3
HORT 140	Landscape Management and Construction	3
HORT 141*	Hardscape and Construction Details with CAD	2
HORT 145	Planting Design with Native Plants	3
HORT 166	Ornamental Native Plants Identification	3
CWE 180*†	Cooperative Work Experience: Horticulture and Landscape	1

### Group II:

HORT 115	History of Landscape Design: Ancient through 19 <sup>th</sup> Century	3
HORT 201*	Professional Practices in Design Professions	3
HORT 216*	Irrigation Plans and Details with CAD	3
HORT 139	Contemporary Landscape Design Trends	3
HORT 142	Introduction to Design Technology	1
HORT 143*	Landscape CAD Management with Design Projects	3
HORT 144	Licensure for the Landscape Contractor	1.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Landscape Design Certificate Program.

Suggested coursework not required for the major: BUS 1, 120, 137; HORT 113, 115; SPAN 1\*.

## Associate in Science Degree

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate fundamental skills in landscape design elements, process and techniques.
- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate basic landscape construction and maintenance skills.
- Use a variety of computer applications relevant to landscape design, construction, and ornamental horticulture.
- Demonstrate the skills necessary for employment as a landscape designer, landscape construction and maintenance professionals, or related field.

Course ID	Title	Units
HORT 7	Introduction to Landscape Design	3
HORT 10	Plant Materials – Herbaceous Plants	3
HORT 11	Plant Materials – Trees and Shrubs	3
HORT 106	Landscape CADD	3
HORT 109	Introduction to Planting Design	3
HORT 116	Irrigation Systems	3
HORT 130	Hardscape and Construction Materials	3
	Select one course from each Group	2.5-7
<b>Total Units for the Major</b>		<b>23.5-28</b>

#### Group I:

CWE 180*†	Cooperative Work Experience: Horticulture	1
HORT 20	Introduction to Horticulture	4
HORT 113	Soils and Fertilizers	3
HORT 166	Ornamental Native Plants	1.5

#### Group II:

HORT 115	History of Landscape Design	3
HORT 201*	Professional Practices of Residential Landscape Design	3
HORT 216*	Advanced Irrigation Design	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†CWE 180\* should be taken after completing at least 9 units of the Landscape Design Certificate Program.

Completion of the above courses and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGEC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 1, 120, 137; HORT 113, 115; SPAN 1\*.

## General Landscape Design Occupational Skills Award

The General Landscape Design OSA encourages students to acquire a comprehensive overview of the drawing, design, and construction materials used by the landscape designer. The skills acquired will enhance the ability to provide landscaping assistance to customers of retail and wholesale nurseries as well as residential landscape design industries.

Course ID	Title	Units
HORT 7	Introduction to Landscape Design	3
HORT 109	Introduction to Planting Design	3
HORT 130	Hardscape and Construction Materials Fundamentals	1.5
<b>Total Units for the Award</b>		<b>7.5</b>

## Liberal Studies Associate Degree

The curriculum in the Liberal Studies Associate Degree program is designed for students transferring to a four-year college or university intending to pursue a Liberal Studies Major.

Students planning to transfer to California State University (CSU), the University of California (UC), or an institution which accepts certification should complete general education requirements for the associate degree by completing CSU General Education (CSU-GE) certification requirements or the Intersegmental General Education Transfer Curriculum (IGETC) (37-39 units).

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Evaluate new and accepted ideas about the natural universe using testable methodology.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.

Please consult with a counselor to ensure that the courses you select from the options listed below are appropriate for your particular school of transfer.

#### Complete 18 units as described below:

ENG 1A*	4
SP 1 or 5	3
PS 1	3

#### Select one of the following:

ENG 1B*, 170; PHIL 12*; SP 2*, 3*	3
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#### Select one of the following:

HIST 7, 8, 16, 17, 22	3
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#### Select one of the following:

MATH 2*, 3A*, 3B*, 3C* 7*, 8*, 10*, 11*, 24*, 26*, 124*	3-5
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\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGEC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.



## Marine Science Technology

The Marine Science Technology program is designed to provide technician training for several ocean-related careers. Two program options are outlined below to orient students to the different emphases necessary for individual interest and career goals.

### Marine Science Technician Certificate and Degree Program

Rapid growth of the field of marine environmental management in Southern California brings demand for marine science technicians having the practical seamanship skills of navigation, vessel operation, marine systems and equipment maintenance, as well as scientific expertise. Flexibility in study areas of concentration allows for tailoring coursework to specific employment opportunities.

Classroom work in oceanographic disciplines is combined with seagoing laboratory experience aboard marine research vessels, both sail and power. The program is designed to develop a solid educational foundation so that graduates will be prepared to work closely with scientists, researchers, engineers, and marine survey and operations personnel as they endeavor to manage this enormous resource for the good of mankind.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Develop piloting and navigational skills required to properly navigate vessels in harbors, near shore, and open waters.
- Perform advanced seamanship techniques using current technology and electronic navigational instruments.
- Demonstrate spatial analysis of data and identify problems with acquisition and accuracy of data in marine ecological surveys.

Course ID	Title	Units
ENV 18	Intro to Ecology	4
or BIO 19*	Marine Biology	
MS 4	Southern California Coastal Ecology	4
MS 20	Introduction to Oceanography	
	Select from Restricted Electives	
<b>Total Units for the Certificate</b>		<b>23</b>

#### Restricted Electives:

MST 201	Marlinspike Seamanship	2
MST 202	Marine Weather	3
MST 210	Coastal Navigation	3
MST 211	Celestial Navigation	3
MST 212	Sailing, Seamanship, and Boating Safety	3
MST 214A*	Intermediate Ocean Sailing	3
MST 214B*	Advanced Cruising Under Sail	3
MST 215*	Vessel Command and Organization	3
MST 216	USCG Master License and Examination Preparation Course	3
MST 218*	Electronic Aids to Navigation	3
MST 219*	Marine Ecological Survey/GIS	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: CHEM 1A, 106; CIM 1; DR 100; PHYS 2A.

### Seamanship Certificate and Degree Program

This program is designed to prepare individuals as boat operators and to take Coast Guard licensing examinations, as well as train marine technicians in the seagoing disciplines. Fieldwork is conducted throughout Southern California and the Channel Islands from Dana Point and Newport harbors. Boats include 28 to 48-foot sailing and power vessels, as well as safety sail training and introductory boating experience on Saddleback's fleet of 14-foot Capri sailboats.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate intermediate sailing skills, including basic maneuvers, navigational strategies, marlinspike seamanship techniques, anchoring techniques, and line handling.
- Demonstrate understanding of nautical terms, marine weather, points of sail and maneuvers, and demonstrate proficiency in their practical use.
- Demonstrate understanding of basic emergency and proper boating safety techniques and procedures.

Course ID	Title	Units
MST 201	Marlinspike Seamanship	2
MST 202	Marine Weather	3
MST 210	Coastal Navigation	3
MST 214B*	Advanced Cruising Under Sail	3
MST 215*	Vessel Command and Organization	3
	Select from Restricted Electives	9
<b>Total Units for the Certificate</b>		<b>23</b>

#### Restricted Electives:

MST 211	Celestial Navigation	3
MST 212	Sailing, Seamanship, and Boating Safety	3
MST 214A*	Intermediate Ocean Sailing	3
MST 216	USCG Master License and Examination Preparation Course	3
MST 218*	Electronic Aids to Navigation	3
MST 219*	Marine Ecological Survey/GIS	3
MST 224	Channel Islands	1.5

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ET 101; DR 100, PHYS 2A.

## Mathematics

### Associate in Science Degree in Mathematics for Transfer

The curriculum in the Mathematics program is designed to provide the transfer student the opportunity to achieve an Associate in Science in Mathematics for Transfer degree by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework along with courses required for general education. Students who complete the Associate in Science Degree in Mathematics for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate computational skills at a variety of levels.
- Apply critical thinking skills.
- Demonstrate proficiency in graphing.

Course ID	Title	Units
<b>Required Courses</b>		
MATH 3A*	Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
MATH 3C*	Analytic Geometry and Calculus	5
<b>List A: Select one of the following courses (4 units)</b>		
MATH 24*	Elementary Differential Equations	4
MATH 26*	Introduction to Linear Algebra	4
<b>List B: Select one of the following courses (3-5 units)</b>		
PHYS 4A*	General Physics	5
MATH 10*	Introduction to Statistics	3
<b>Total Units for the Major</b>		<b>22-24</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Mathematics Associate Degree Program

The curriculum in the Mathematics Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate computational skills at a variety of levels.
- Apply critical thinking skills.
- Demonstrate proficiency in graphing.

Course ID	Title	Units
<b>First Year</b>		
CS 1B*	Introduction to Programming	3
or		
CS 4A*	Introduction to Java for Computer Science	
MATH 3A*	Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5

#### Second Year

MATH 3C*	Analytic Geometry and Calculus	5
MATH 24*	Elementary Differential Equations	4
MATH 26*	Introduction to Linear Algebra	4
<b>Total Units for the Major</b>		<b>26</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Medical Assistant

This program prepares students for employment as a medical assistant in a physician's office or clinic. The curriculum is designed to provide training in administrative (front office) and clinical (back office) medical assisting skills. Instruction is given in basic medical office procedures (including appointment scheduling, billing, and insurance), assisting with examinations, surgical and laboratory procedures (including venipuncture, pharmacology, and injections), electrocardiography, electronic health records, public relations, supervision, and practice-building techniques. An externship experience helps provide the student with the skills necessary to enter this field.

Successful completion of courses will require that a grade of "C" or better be achieved. When a student fails to achieve a "C" or better in any course, the student will be given the opportunity to repeat the failed course once on a space available basis. If a student receives a second grade of less than a "C" in any Medical Assistant course, that student will be dropped from the Medical Assistant Program and will not be eligible for re-entry into the Saddleback College Medical Assistant program. A student may not enter Clinical Experience (MA 217) until all courses are completed with a grade of "C" or better.

### Administrative Medical Assistant Certificate Program

This program prepares the student for employment as an administrative (front office) medical assistant in a physician's office or clinic. The Administrative Medical Assistant program prepares the student to schedule appointments, perform medical reception duties, handle financial matters (including medical collection), manage electronic health records and other medical records, and do insurance billing. The externship in the front office of a physician's office will help provide the student with the administrative experience necessary to enter the workforce. Students are required to hold a valid basic life support CPR card for healthcare providers and carry malpractice insurance while in MA 217\*.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate administrative medical skills
- Describe legal and ethical practices related to medical care
- Demonstrate medical office employability skills

A minimum grade of "C" in all courses is required to receive the certificate.

Course ID	Title	Units
HSC 201	Medical Terminology	3
INSR 260	Computer Applications/EHR in Health Care	3
INSR 224A	Reimbursement Methodologies	3
INSR 226A	CPT/Ambulatory Care Coding	3
INSR 228A	Fundamentals of ICD Coding	3
MA 206	Introduction to Healthcare Systems and Delivery	3
MA 211A	Medical Reception Techniques	2.5
MA 212A	Medical Office Financial Procedures	2.5
MA 213A	Medical Records Management	2.5
MA 217A*	Medical Assisting Clinical Experience Administrative	3
MA 222	Legal and Ethical Aspects of Health Information	3
<b>Total Units for the Certificate</b>		<b>31.5</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: EMT 207, 207C; PHLB 240; MA 211B, 212B, 213B, 214B, 218B.

## Clinical Medical Assistant Certificate Program

This program prepares the student for employment as a clinical (back office) medical assistant in a physician's office or clinic. The program is designed to prepare the student to aid the physician by assisting with examinations and treatments, performing venipunctures and collecting other routine laboratory procedures, assisting with office surgery, giving medications including by injection, performing electrocardiograms, practicing medical and surgical asepsis, and working with electronic health records and other medical records. An externship in the back office of a physician's office will help provide the student with the clinical experience necessary to enter the workforce. Students are required to hold a valid basic life support CPR card for healthcare providers and carry malpractice insurance while in MA 217B\*.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate clinical patient skills
- Describe legal and ethical practices related to medical care
- Demonstrate medical office employability skills

A minimum grade of "C" in all courses is required to receive the certificate.

Course ID	Title	Units
HSC 201	Medical Terminology	3
MA 206	Introduction to Medical Assisting	3
MA 211B	Physical – Examination Procedures	3
MA 212B	Medical Office Laboratory Procedures	3
MA 213B	Medical Asepsis and Surgical Procedures	3
MA 214B	Medication Administration for Medical Assistants	3
MA 218B	Electrocardiography for the Medical Assistant	2
MA 260	Computer Applications/EHR in Health Care	3
HSC 233	Legal and Ethical Aspects of Health Information	3
MA 217B*	Medical Assisting Clinical Experience Clinical	3
<b>Total Units for the Certificate</b>		<b>29</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: BIO 113; EMT 207\*, 207C\*; INSR 200; MA 211A, 212A, 213A, 224A, 226A\*, 228A\*

## Comprehensive Medical Assistant Certificate Program

This program prepares the student for employment as a medical assistant in a physician's office or clinic. The curriculum is designed to provide training in both administrative and clinical procedures and practices. Instruction is given in basic medical office procedures, including appointment scheduling, billing, insurance, medical reception, medical records management, surgical and laboratory procedures, electronic health records and other medical records management, surgical and laboratory procedures, venipuncture, pharmacology, injections, electrocardiography, public relations, and practice-building techniques. An externship in a physician's office combining administrative and clinical experience helps provide the student with the clinical experience necessary to enter the workforce. Students are required to hold a valid basic life support CPR card for healthcare providers and carry malpractice insurance while in MA 217C\*.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe legal and ethical practices related to medical care
- Demonstrate clinical patient skills
- Demonstrate medical office employability skills
- Demonstrate administrative medical skills

A minimum grade of "C" in all courses is required to receive the certificate.

Course ID	Title	Units
HSC 201	Medical Terminology	3
MA 206	Introduction to Medical Assisting	3
MA 224A	Basic Medical Insurance	3
MA 211A	Medical Reception Techniques	2.5
MA 213A	Medical Records Management	2.5
MA 226A	Fundamentals of CPT/Ambulatory Care Coding for Medical Assistants	3
MA 212A	Medical Office Financial Procedures	2.5
MA 212B	Medical Office Laboratory Procedures	3
MA 214B	Medication Administration for Medical Assistants	3
MA 218B	Electrocardiography for the Medical Assistant	2
MA 260	Computer Applications/EHR in Health Care	3
HSC 233	Legal and Ethical Aspects of Health Information	3
MA 228A*	Fundamentals of ICD Coding	3
MA 211B	Physical – Examination Procedures	3
MA 213B	Medical Asepsis and Surgical Procedures	3
MA 217C*	Medical – Assisting Clinical Experience Comprehensive	3
<b>Total Units for the Certificate</b>		<b>45.5</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Suggested coursework not required for the major: BIO 113; EMT 207\*, 207C\*; INSR 200.

## Medical Insurance Billing Occupational Skills Award

Completion of the occupational skills award in Medical Insurance Billing provides entry level skills for employment in a medical office or as an independent consultant/contractor in medical insurance billing.

Course ID	Title	Units
HSC 201	Medical Terminology	3
MA 260	Computer Applications/EHR in Health Care	3
MA 224A	Basic Medical Insurance	3
MA 226A	Fundamentals of CPT/Ambulatory Coding for Medical Assistants	3
MA 228A*	Fundamentals of ICD Coding	3
<b>Total Units for the Award</b>		<b>15</b>

## Medical Lab Technology Certificate and Degree Program

The Medical Laboratory Technician program prepares students for employment as an MLT working in a clinical medical laboratory. Medical laboratory technicians (MLTs) perform a wide variety of routine laboratory procedures and work in both public and private laboratories serving the health care sector.

The MLT program is a two-year curriculum leading to the Associate in Science degree in Medical Laboratory Technology. Completion of prerequisite courses will be required prior to entering the program. The program course of study is a combination of instruction in principles of laboratory theory and techniques as well as clinical experience at affiliated medical laboratories. Students learn to perform routine laboratory procedures in phlebotomy, microbiology, clinical chemistry, hematology, coagulation, immunology, and urinalysis. They also will learn to operate and maintain clinical laboratory equipment.

Graduates of the program qualify for national certification examinations sponsored by the American Society of Clinical Pathologists (ASCP) Board of Registry or by the American Association of Bioanalysts (ABB) Board of Registry to become state licensed medical laboratory technicians.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Perform analytical testing in various areas of the clinical laboratory including clinical chemistry, microbiology, hematology, immunology, coagulation, and urinalysis, and related areas.
- Practice established safety procedures and communicate effectively and professionally with patients, laboratory personnel, and other members of the health care team.
- Participate in continuing education activities to maintain and improve professional competencies within the community as defined by the California Laboratory Field Services.
- Demonstrate preparation for applicable State of California approved certification exam.

Successful completion of courses will require that a grade of "C" or better be achieved. When a student fails to achieve a "C" or better in any course, the student will be given the opportunity to repeat the failed course once on a space available basis. If a student receives a second grade of less than a "C" in any Medical Laboratory Technology course, that student will be dropped from the Medical Laboratory Technology Program and will not be eligible for re-entry into the Saddleback College Medical Laboratory Technology program. A student may not enter Clinical Experience until all courses are completed with a grade of "C" or better.

### Required pre-requisites prior to Medical Lab Technician Sequence:

Course ID	Title	Units
BIO 15*	General Microbiology	5
BIO 113	Human Anatomy and Physiology	4
CHEM 108	Introduction to General, Organic, and Biochemistry	4
MATH 253*	Intermediate Algebra	5
MLT 210	Introduction to the Clinical Lab Profession	1
MLT 211*	Basic Laboratory Procedures	1
PHLB 240*	Phlebotomy	4
and		
CWE 180*	Cooperative Work Experience: Phlebotomy	2

### Required Courses:

MLT 230*	Clinical Chemistry	5
MLT 232*	Clinical Microbiology	3
MLT 235*	Clinical Urinalysis	1
MLT 236*	Clinical Hematology and Coagulation	3
MLT 242*	Clinical Chemistry Practicum	4
MLT 243*	Clinical Immunology/Immunohematology	3
MLT 244*	Clinical Hematology, Coagulation, Urinalysis Practicum	4

MLT 252*	Clinical Microbiology Practicum	4
MLT 253*	Clinical Immunology/Immunohematology Practicum	3
<b>Total Units for the Certificate</b>		<b>56</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Music

### Music Associate Degree Program

The curriculum in Music is designed to provide the student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree will demonstrate commitment to the major, and attainment of a degree which can support attempts to gain entry-level employment.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- analyze musical scores and compositions
- critique personal music performances and those of other musicians
- analyze and perform the elements of music (rhythm, melody, harmony, and form)
- create derivative or original music at a level appropriate to the area of specialization
- compare and contrast the characteristics of various musical cultures and historical periods from the origin of music history to the present

The following course of study must be completed to fulfill major requirements for the Associate Degree in Music:

Course ID	Title	Units
MUS 10*	Harmony I	3
MUS 11*	Harmony II	3
MUS 50*	Applied Music: Instrumental	2.5, 2.5
or		
MUS 51*	Applied Music: Keyboard	2.5, 2.5
or		
MUS 52*	Applied Music: Voice	2.5, 2.5
	Select from: MUS 31*, 32*, 33*, 34*, 35*, 40*, 41*, 42*, 47*, 62*, 63, 64*, 66*, 75*, 148 or 297*	3-6
MUS 54A	Beginning Piano I (or proficiency exam)	(2)
MUS 54B*	Beginning Piano II (or proficiency exam)	(2)
MUS 55A*	Intermediate Piano I (or proficiency exam)	(2)
MUS 55B*	Intermediate Piano II (or proficiency exam)	(2)
MUS 92*	Musicianship I	2
MUS 93*	Musicianship II	2
	Select two courses from: MUS 20, 23, 24, 25, 26, 27, 28, 29	6
<b>Total Units for the Major</b>		<b>24-27</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Refer to Graduation Requirements for specific information regarding unit, scholarship, residence, and general education requirements.

## Associate in Arts Degree

Completion of the required courses in the major and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Associate in Arts Degree in Music for Transfer

The curriculum in the Music program is designed to provide the transfer student an opportunity to achieve the Associate in Arts in Music for Transfer. Students who complete the Associate in Arts in Music for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. The courses required in this program provide students with a minimum foundation of knowledge to pursue advanced study in vocal, instrumental or jazz music performance. Most transfer institutions require that applicants pass a competitive audition before being accepted into the program. Transfer students should consult their transfer institutions of choice for further information on specific lower-division music major requirements.

While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer. The following is a list of possible career paths for the music major, some requiring additional education and experience: performer, choral director, instrumental conductor, music teacher, music director, music therapist, music librarian, composer/arranger, copyist, music repair technician, music instrument sales representative, music critic, music editor, performing arts manager.

Please refer to page 49 for more information on transfer degree requirements

### Program Student Learning Outcomes

Students who complete this program will be able to:

- analyze musical scores and compositions
- critique personal music performances and those of other musicians
- analyze and perform the elements of music (rhythm, melody, harmony, and form)
- create derivative or original music at a level appropriate to the area of specialization
- compare and contrast the characteristics of various musical cultures and historical periods from the origin of music history to the present

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - (A) The California State University General Education – Breadth Requirements.
  - (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a C or better in all courses required in the major or area of emphasis.

Course ID	Title	Units
<b>Required Core (15 units)</b>		
MUS 1♦	The Basics of Music	3
MUS 10*	Harmony I	3
MUS 11*	Harmony II	3
MUS 12*	Harmony III	3
MUS 92*	Musicianship I	1
MUS 93*	Musicianship II	1
MUS 94*	Musicianship III	1

### Applied Music: Four semesters required (4 units)

MUS 50*	Applied Music	1
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### Large Ensemble: Four semesters required (8 units) Two semesters must be selected from either of the following courses (4 units):

MUS 35* ♦	Contemporary Choir	2
or		

MUS 47*♦	Saddleback College Big Band	2
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### Two additional semesters may be selected from any of the following courses (4 units):

MUS 35*	Contemporary Choir	2
MUS 41*	Symphonic Wind Ensemble	2
MUS 42*	Symphonic Orchestra	2
MUS 47*	Saddleback College Big Band	2

**Total Units for the Major** **27**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

♦ Students must complete the California State University General Education – Breadth Requirements for this degree. Six units from the following courses must be applied towards the student's general education requirements in order to complete this degree within the prescribed 60 unit requirement for Associate Degrees for Transfer: MUS 1, MUS 35 and/or MUS 47.

## Music Production Occupational Skills Award

Provides students with entry-level skills for employment in the fields of music production, film/tv/game composition, live performance, sound design, music editing, and music recording. Students will use industry-recognized software to create, edit and perform music. The OSA also provides students with the music business knowledge necessary to promote their work.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Operate a digital audio workstation and setup software and hardware.
- Use midi and virtual instruments.
- Create music using Ableton Live.
- Edit music using Ableton Live.
- Perform music using Ableton Live and a midi controller.
- Describe various roles in the music industry.
- Explain how to publish, market and promote musical compositions.

Course ID	Title	Units
MUS 130	Music Production I	2.5
MUS 132	Introduction to Music Technology	2
MUS 120	Introduction to the Music Industry	3
Total Units for the Award		7.5

## Natural Sciences Associate Degree Programs

(SEE ASTRONOMY, BIOLOGY, CHEMISTRY, GEOLOGY, OCEANOGRAPHY, PHYSICAL SCIENCE, and PHYSICS)

## Nursing

The purposes of this program in Nursing are to provide the education necessary to develop competent practitioners in nursing and to provide a base for the continuing development of the student as an individual.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate sufficient preparation to pass the NCLEX upon first attempt.

- Promote and maintain a safe environment by integrating current evidence-based practice, the nursing process, and skill competency to deliver quality health care.
- Demonstrate the knowledge, skills, and attitudes required of the professional nurse as defined by the California Nurse Practice Act and standards of nursing practice.

## Registered Nurse Certificate and Associate Degree Program

Every required prerequisite and core class must be completed with a "C" or better.

Course ID	Title	Units
<b>Required prerequisites prior to Nursing Clinical Sequence:</b>		
BIO 11*	Human Anatomy	4
BIO 12*	Human Physiology	4
BIO 15*	General Microbiology	5
ENG 1A*	Principles of Composition I	4
<b>Total Prerequisite Units</b>		<b>17</b>

### Eligible for Entry into Nursing Clinical Sequence

#### Semester I

N 165	Lifecycle I: Fundamentals of Aging	1.5
N 160*	Pharmacology for Nursing	2.5
N 170*#	Nursing Process	3.25
N 170*#	Nursing Process Lab	4.50
N 171*#	Mental Health Nursing	2
N 171*#	Mental Health Nursing Lab	1
<b>Total Units for the Semester</b>		<b>14.75</b>

#### Semester II:

N 161	Lifecycle 2: Growth and Development	1.5
N 172*#	Medical-Surgical Nursing	3.5
N 172*#	Medical-Surgical Nursing Lab	5.25
PSYC 1	Introduction to Psychology	3
<b>Total Units for the Semester</b>		<b>13.25</b>

#### Semester III:

N 173*#	Nursing Care of Children and Families	1.5
N 173*#	Nursing Care of Children and Families Lab	2
N 174*#	Women's Health Nursing	1.5
N 174*#	Women's Health Nursing Lab	2
<b>Total Units for the Semester</b>		<b>7</b>

#### Semester IV:

N 176*#	Advanced Nursing	3
N 176*#	Advanced Nursing Lab	5
SP 1	Communication Fundamentals	3
or		
SP 5	Interpersonal Communication	3
<b>Total Units for the Semester</b>		<b>11</b>

**Total Units for the Certificate 63**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

#Clinical course.

Selected clinical experiences in various hospitals, clinics, and community agencies are provided throughout the Nursing Program.

**Upon completion of the Registered Nurse Certificate Students are eligible for RN Licensure Exam**

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

### ENROLLMENT PROCEDURES

Procedures for applying to the Nursing program and application packets are available in the Health Sciences and Human Services division office and on the division website. Prospective nursing students are encouraged to attend an RN Information Session. (See the Nursing website).

In order to apply, a student must complete BIO 11\* (Anatomy), BIO 12\* (Physiology), BIO 15\* (Microbiology), and ENG 1A\* (Principles of Composition 1) or their equivalents with a grade of "C" or better. BIO 12\* (Physiology) must have been completed within the past seven years.

**Note: Students will be admitted based on the total number of points they receive on the admission criteria. See the Nursing website for details about the point distribution. The admission criteria includes: previous academic degrees, work experience/certificates, GPA in the science prerequisites, completion of relevant course work towards the ADN degree, life experience, proficiency/course work in a second language, ATI-TEAS testing scores.**

Applications will be taken each semester for approximately a two week period at the end of June (for Spring admission) and a two week period at the end of February (for Fall admission).

Students qualified for application will be ranked according to their total points achieved on all of the admission criteria. Those with the highest scores will be admitted.

The Nursing Program at Saddleback College is an impacted program, therefore students who hold F-1 (student visas) will not be considered for admission to the Nursing Program.

Students may use the following resources to obtain information or to seek clarification regarding nursing issues:

California Board of Registered Nursing  
P. O. Box 944210  
Sacramento, CA 94244  
916-322-3350

Accrediting Commission for Education in Nursing, Inc.  
3343 Peachtree Road, NE, Suite 850  
Atlanta, Georgia 30326  
404-975-5000

## Licensed Vocational Nurse (LVN) to Registered Nurse (RN) Advanced Placement Option

The Nursing program is designed to provide a system by which vocational nurses can continue their education and become eligible to write the State Board Exam. Procedures for application and admission packets are available in the offices of the Division of Health Sciences and Human Services. Students are admitted from a wait list.

Admission of LVNs to the Nursing program is on a space-available basis. To be placed on the wait list requires:

1. Proof of satisfactory completion of an accredited VN program or a current California VN license.
2. Completion of all the core science courses: BIO 11\*, 12\*, 15\*, and ENG 1A\* or equivalent, with a grade of "C" or better.
3. Completion of N 162\* (lecture), N 162\* (lab), and N 164\* with a grade of "C" or better within a maximum of two years of program entry.

4. Completion of matriculation testing.
5. Attendance at "LVN to RN" guidance session.
6. Overall GPA of 2.5 in prerequisite courses.
7. Application submitted with Director/Assistant Director of Nursing.
8. Completion of standardized Pre Admission test validates by CCCCO at or above designated cut scores.
9. Proof of completion of a minimum of one (1) year of direct patient care.

Consideration will be given to each applicant's prior education in determining placement into the program. All classes are challengeable. Every required prerequisite and core class must be completed with a "C" or better.

Students admitted under the Advanced Placement Option are eligible for either the Registered Nurse Certificate or Associate in Science Degree upon completion of program requirements.

## Licensed Vocational Nurse (LVN) to Registered Nurse (RN) 30-Unit Option Certificate

BRN Rules and Regulations

Section 1429 — Preparation Required for Licensed Vocational Nurses

- (a) An applicant who is licensed in California as a vocational nurse is eligible to apply for licensure as a registered nurse if such applicant has successfully completed the courses prescribed below and meets all the other requirements set forth in Section 2736 of the code. Such applicant shall submit evidence to the board, including a transcript, of successful completion of the requirements set forth in subsection (c) and of successful completion or challenge of courses in physiology and microbiology comparable to such courses required for licensure as a registered nurse.
- (b) The school shall offer objective counseling of this option and evaluate each licensed vocational nurse applicant for admission to its registered nursing program on an individual basis. A school's determination of the prerequisite courses required of a licensed vocational nurse applicant shall be based on an analysis of each applicant's academic deficiencies, irrespective of the time such courses were taken.
- (c) The additional education required of licensed vocational nurse applicants shall not exceed a maximum of thirty (30) semester or forty-five (45) quarter units. Courses required for vocational nurse licensure do not count toward fulfillment of the additional education requirement. However, other courses comparable to those required for licensure as a registered nurse, as specified in Section 1426, may be counted toward fulfillment of the additional education requirement.

Nursing courses shall be taken in an accredited school and shall be beyond courses equivalent to the first year of professional nursing courses. The nursing content shall include nursing intervention in acute, preventive, remedial, supportive, rehabilitative, and teaching aspects of nursing. Theory and courses with concurrent clinical practice shall include advanced medical-surgical, mental health, psychiatric nursing, and geriatric nursing. The nursing content shall include the basic standards for competent performance prescribed in Section 1443.5 of these regulations.

Admission of LVNs to the Nursing program is on a space-available basis. To be placed on the wait list requires:

1. Proof of satisfactory completion of an accredited VN program or a current California VN license.
2. Completion of BIO 12\*, BIO 15\*, and N 162\* with grades of "C" or better and with a GPA of 2.5 or greater.

3. Attendance at "LVN to RN" guidance session.
4. Completion of N 162\*(lecture) and N162\* (lab) with a grade of "C" or better within a maximum of 3 semesters of program entry.
5. Applicant must commit, in writing, to the 30-unit status prior to or during application.
6. Application submitted with the Director/Assistant Director of Nursing.
7. Completion of standardized Assessment Technology Institute (ATI) tests at or above designated cut scores.
8. Proof of completion of a minimum of one (1) year of direct patient care as an LVN.

Consideration will be given to each applicant's prior education in determining placement into the program. All classes are challengeable. Every required prerequisite and core class must be completed with a "C" or better.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate sufficient preparation to pass the NCLEX upon first attempt.
- Promote and maintain a safe environment by integrating current evidence-based practice, the nursing process, and skill competency to deliver quality health care.
- Demonstrate the knowledge, skills, and attitudes required of the professional nurse as defined by the California Nurse Practice Act and standards of nursing practice.

Courses Required for the 30-Unit Option:

#### Required Prerequisites:

Course ID	Title	Units
BIO 12*	Human Physiology	4
BIO 15*	General Microbiology	5
N 162*	Successful Transition to Professional Nursing	1.5
N 162*	Successful Transition to Professional Nursing Lab	.5

#### Required Core Classes:

N 165	Lifecycle I: Fundamentals of Aging	1.5
N 171*	Mental Health Nursing	2
N 171*	Mental Health Nursing Lab	1
N 173*#	Nursing Care of Children and Families	1.5
N 173*#	Nursing Care of Children and Families Lab	2
N 174*#	Women's Health Nursing	1.5
N 174*#	Women's Health Nursing Lab	2
N 176*#¥	Advanced Nursing	3
N 176*#¥	Advanced Nursing Lab	5
<b>Total Units for the Certificate</b>		<b>30</b>

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

#Clinical course.

¥Fulfills the Management & Leadership and Advanced Medical-Surgical requirement.

## Nutrition Certificate and Degree Program

The Nutrition program prepares students for a wide variety of employment opportunities involving the applications of fundamentals of normal nutrition. Employment possibilities include public agencies, day-care centers for the young and the elderly, food co-ops, recreation work, pregnancy clinics, education (such as preschool and elementary school), health clubs, gym and figure salons, health food stores and nutritional supplement sales, and drug abuse clinics. The program offers coursework for professional improvement, and some courses can be utilized as transfer courses for students pursuing a Bachelor's degree. Refer to the Family and Consumer Sciences/Home Economics transfer section of the Saddleback College Catalog, as well as the catalog of the intended college of transfer.

### Program Student Learning Outcomes

Students who complete this program will be able to

- Determine and translate nutrient needs into menus for individuals and groups across the lifespan, in diverse cultures and religions, and for different income levels.
- Demonstrate skills in basic food safety and preparation.
- Differentiate between various requirements for careers in nutrition.

Please see a counselor for assistance in planning a transfer program.

Course ID	Title	Units
FCS 115	Consumer Issues	3
or		
FCS 142	Life Management	
CWE 180*†	Cooperative Work Experience: Foods and Nutrition	2
FN 50†	Fundamentals of Nutrition	3
FN 64	Nutrition Issues and Controversies	3
FN 110*	Food Preparation Essentials Contemporary	3
FN 120*	Meals	3
FN 160	Nutrition, Weight Management, and Eating Disorders	3
FN 164	Sports Nutrition	2
FN 171	Sanitation and Safety	2
or		
FN 210	Servsafe in Food Production	1
FN 230*	Vegetarian Cuisine	2
or		
FN 232*	Techniques of Healthy Cooking	
<b>Total Units for the Certificate</b>		<b>25-26</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

† FN 50 recommended prior to CWE 180\*.

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 125, 137; FN 140, 171; HLTH 1; KNES 107; PSYC 33; SP 1.

### Oceanography Associate Degree Program

The curriculum in the Oceanography Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering majors such as marine biology, environmental science or geological sciences, the Associate degree may support attempts to gain entry-level employment or promotion.

#### Program Student Learning Outcomes

Students who complete this program will be able to

- Explain the origins and history of oceanography and current developments and trends in the discipline
- Discuss how plate tectonics shapes the continental margin, the oceanic basin and its sediments; explain the distribution of pelagic and benthic communities in the oceanic environment
- Explain the directions and causes of atmospheric and oceanic

circulation patterns and assess their impact on marine life and productivity; relate these to waves, tides and coastal characteristics

- Discuss various types of marine resources and assess the various environmental concerns related to the use and abuse of marine resources

Course ID	Title	Units
<b>First Year</b>		
CHEM 1A*	General Chemistry	5
CHEM 1B*	General Chemistry	5
GEOL 1	Introduction to Physical Geology	4
MATH 3A*	Analytic Geometry and Calculus	5
MS 20	Introduction to Oceanography	4
<b>Second Year</b>		
MATH 3B*	Analytic Geometry and Calculus	5
MATH 3C*	Analytic Geometry and Calculus	5
MATH 10*	Introduction to Statistics	3
PHYS 4A*	General Physics	5
PHYS 4B*	General Physics	5
<b>Total Units for the Major</b>		<b>46</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Science Degree

Completion of all courses listed above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BIO 3A or 20, 19; GEOL 2, 7, 20; PHYS 4C.

### Paramedic Certificate and Degree Program

The Paramedic program is designed to prepare the student for licensure as a Paramedic. It is an intense, full-time program consisting of lecture, skills lab, clinical practice, and field internship. Students must possess a current CPR-Health Care Provider Card and are also required to have a current EMT license and one-year recent work experience. Students must have or purchase malpractice insurance prior to taking PM 230\*.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate entry level skills for a variety of roles at the entry-level as a Paramedic.
- Demonstrate sufficient preparation to pass the NREMT-P.
- Apply skills in didactic, psycho-motor, and affective domains needed to perform the duties as a Paramedic in the community.
- Complete the FSDAP Paramedic National Registry of Emergency Medical Technicians Advanced Level Paramedic Exam preparation.

Course ID	Title	Units
PM 220*†	Paramedicine Theory	14
PM 230*†	Paramedic Clinical Experience	7.5
PM 240*†	Paramedic Field Internship	12
<b>Total Units for the Certificate</b>		<b>33.5</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†A minimum grade of "B" is required.



## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: EMT 219\*; HSC 217\*, 226\*.

## Philosophy

### Philosophy Associate Degree Program

The curriculum in the Philosophy Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the associate degree would support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify and evaluate the main philosophical theories in metaphysics, epistemology, and ethics in the Western tradition.
- Use logical principles (i.e. formal and/or informal logic) and apply them to everyday examples.
- Recognize and understand the universalizing, structuring, and metaphorical power of language as it affects thinking and theorizing.

Course ID	Title	Units
<b>Required courses:</b>		
PHIL 1*	Introduction to Philosophy	3
PHIL 10*	World Religions	3
PHIL 12*	Introduction to Logic	3
<b>Select a minimum of 9 units from the following:</b>		
ENG 15A*	Survey of American Literature: 1620-1860	3
ENG 15B*	Survey of American Literature: 1860-Contemporary	3
<i>or</i>		
ENG 17A*	Survey of English Literature: Beowulf to Romantic Movement	3
ENG 17B*	Survey of English Literature: Romantic Movement to the Present	3
<i>or</i>		
ENG 21A*	World Literature: Ancient to the 17th Century	3
ENG 21B*	World Literature: 17th Century to Modern	3
HIST 4	World History to 1750	3
HIST 5	World History from 1750	3
HUM 1*	Introduction to Humanities	3
PHIL 15*	Introduction to Ethics	3
<b>Total Units for the Major</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: Four college semesters, or the equivalent, of a foreign language are strongly recommended. Art history, English literature, history, interdisciplinary studies courses, and psychology or other social sciences are also recommended.

## Associate in Arts Degree in Philosophy for Transfer

The curriculum in the Philosophy program is designed to provide the transfer student an Associate in Arts in Philosophy for Transfer degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for philosophy along with courses required for general education. Students who complete the Associate in Arts in Philosophy for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer. Majoring in Philosophy is an excellent way of preparing for law school or preparing careers that involve facility in writing skills, reasoning, analysis, and information processing.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify and evaluate the main philosophical theories in metaphysics, epistemology, and ethics in the Western tradition.
- Use logical principles (i.e. formal and/or informal logic) and apply them to everyday examples.
- Recognize and understand the universalizing, structuring, and metaphorical power of language as it affects thinking and theorizing.

Course ID	Title	Units
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### REQUIRED CORE: Select two (6 units)

PHIL 12*	Introduction to Logic AND	3
PHIL 1*	Introduction to Philosophy	3
<i>OR</i>		
PHIL 15*	Introduction to Ethics	3

### GROUP A: Select one of the following courses or any course from the REQUIRED CORE not already used (3 units)

PHIL 103*	History of Ancient Philosophy	3
PHIL 104*	History of Modern Philosophy	3

### GROUP B: Select two of the following courses or any course from GROUP A not already used (6 units)

HIST 62	European History to 1650	3
HIST 63	European History since 1650	3
PHIL 14*	Philosophy of Religion	3
PHIL 10*	World Religions	3

### GROUP C: Select the following course or any one course from GROUP A or B not already used (3 units)

HUM 1*	Introduction to Humanities	3
<b>Total Units for the Major</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

## Phlebotomist/Laboratory Assistant Occupational Skills Award

This curriculum prepares the student for employment as a Phlebotomist/Laboratory Assistant in a hospital, laboratory, or clinic. The training is designed to prepare students to collect specimens, do venipunctures, and clean and maintain medical laboratory equipment. Enrollment in CWE 180\* (two units) will provide the necessary 120 hours of clinical experience required to complete this program. Successful completion of PHLB 240\* and CWE 180\* will lead to certification as a Phlebotomist/Laboratory Assistant.

Course ID	Title	Units
PHLB 240*	Phlebotomist/Laboratory Assistant Procedures	4
CWE 180*	Cooperative Work Experience: Phlebotomist	2
<b>Total Units for the Award</b>		<b>6</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Photography Associate Degree Program

The curriculum in the Photography Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate skills in using camera controls to create an intended image.
- Produce imagery that exhibits an understanding of the principles of design and composition.
- Demonstrate an understanding of new photographic techniques and processes.

Course ID	Title	Units
<b>Required Courses</b>		
PHOT 25	History of Photography	3
PHOT 50	Digital Photography I	3
PHOT 51*	Introduction to Photoshop and Digital Imaging	3
PHOT 55*	Digital Photography II	3
PHOT 156*	Digital Photography III	3
PHOT 152*	Intermediate Photoshop and Digital Imaging	3
or		3
PHOT 190*	Special Problems in Photography	3
	Select one course from Restricted Electives	3
<b>Total Units for the Major</b>		<b>21</b>

### Restricted Electives

PHOT 154*	Alternative Digital Processes	3
PHOT 157*	Studio Lighting	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ART 80; JRN 1/CTVR 1.

## Physical Education Associate Degree Program

SEE KINESIOLOGY

## Physical Science Associate Degree

The associate degree in Physical Science may be appropriate for transfer students who are planning to major in one of the physical sciences such as astronomy, biochemistry, chemistry, environmental sciences, geological sciences, or physics or a pre-professional program requiring completion of physical science courses such as prechiropractic, pre dental, premedicine, preoptometry, and prepharmacy.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Analyze and interpret data, charts and graphs using quantitative and qualitative methods.
- Recognize and construct valid arguments using deductive and inductive reasoning.
- Evaluate new and accepted ideas about the natural universe using testable methodology.

Students planning to transfer to California State University (CSU), the University of California (UC), or an institution which accepts certification should complete general education requirements for the associate degree by completing CSU General Education (CSU-GE) certification requirements or the Intersegmental General Education Transfer Curriculum (IGETC) (37-39 units).

Please consult with a counselor for assistance in selecting courses appropriate for transfer majors and/or preprofessional programs.

### Select 18 units from the following courses:

ASTR 20, 21, 25\*  
 CHEM 1A\*, 1B\*, 3\*, 12A\*, 12B\*, 108  
 ENV 23, 25, 30, 105\*, 106  
 GEOG 1, 1L\*, 2, 3, 38, 102, 110\*  
 GEOL 1, 2\*, 3, 4, 7, 20, 21, 23  
 MATH 3A\*, 3B\*  
 MS 4, 20  
 PHYS 2A\*, 2B\*, 4A\*, 4B\*, 4C\*, 20

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Physics

### Associate in Science Degree in Physics for Transfer

The Associate in Science in Physics for Transfer degree provides a foundation in physics and mathematics for students planning to transfer into a baccalaureate program in physics or physics education. This background should provide students with the tools to successfully complete a bachelor's degree.

Students who complete the Associate in Science in Physics for Transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate understanding of classical (or Newtonian) and fluid dynamics.
- Demonstrate understanding of classical electricity and magnetism.
- Demonstrate understanding of quantum mechanics, nuclear physics, optics and the special theory of relativity.

Course ID	Title	Units
<b>Required Courses</b>		
PHYS 4A*	General Physics	5
PHYS 4B*	General Physics	5
PHYS 4C*	General Physics	5
MATH 3A*	Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
MATH 3C*	Analytic Geometry and Calculus	5
<b>Total Units for the Major</b>		<b>30</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Physics Associate Degree Program

The curriculum in the Physics Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors in engineering, biological sciences, or physics, earning the associate degree may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate understanding of classical (or Newtonian) and fluid dynamics.
- Demonstrate understanding of classical electricity and magnetism.
- Demonstrate understanding of quantum mechanics, nuclear physics, optics and the special theory of relativity.

Course ID	Title	Units
<b>First Year</b>		
CS 1A	Introduction to Computer Science	3
MATH 3A*	Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
PHYS 4A*	General Physics	5
<b>Second Year</b>		
MATH 3C*	Analytic Geometry and Calculus	5
MATH 24*	Elementary Differential Equations	4
MATH 26*	Introduction to Linear Algebra	4
PHYS 4B*	General Physics	5
PHYS 4C*	General Physics	5
<b>Total Units for the Major</b>		<b>41</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Science Degree

Completion of all the courses listed and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: CHEM 1A, 1B.

## Political Science

### Associate in Arts Degree in Political Science for Transfer

The curriculum in the Political Science program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Political Science for Transfer degree by providing the necessary breadth in the field and, an introduction to the methods used. Students who complete the Associate in Arts in Political Science for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate an understanding of the principles and problems of politics in the United States and globally.
- Demonstrate an understanding of the basic systems, theories, ideologies, and models of political analysis.
- Explore specialized fields of study, including international relations, comparative politics, and political philosophy and theory.

### Required Core

PS 1	American Government	3
<b>Group A: Select three of the following courses (9 units)</b>		
PS 10	Introduction to Political Theory	3
PS 12	Comparative Politics and Government	3
PS 14	International Relations	3
MATH 10*	Introduction to Statistics	3

### Group B: Select two of the following courses or any course from Group A not already used (6 units)

ECON 2*	Principles (Macro)	3
ECON 4*	Principles (Micro)	3
ES 1	Multicultural Experiences in the United States	3
ES 2	Multicultural Identities in the United States	3
ES 3	Introduction to Chicana/o and Latina/o Cultures	3
HIST 75	Introduction to the Contemporary Middle East	3
HIST 80	Introduction to Contemporary Africa	3
HIST 81	African American History	3
SOC 1	Introduction to Sociology	3
WS 10	Introduction to Women's Studies	3
ANTH 2	Cultural Anthropology	3

**Total Units for the Major 18**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Political Science Associate Degree Program

The curriculum in the Political Science Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recom-

mended for those considering majors related to this field, earning the associate degree may support attempts to gain entry-level employment in public administration or social services.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate an understanding of the principles and problems of politics in the United States and globally.
- Demonstrate an understanding of the basic systems, theories, ideologies, and models of political analysis.
- Explore specialized fields of study, including international relations, comparative politics, and political philosophy and theory.

It is recommended that PS 1 be taken prior to or concurrently with a combination of courses to be selected from those listed below.

Course ID	Title	Units
PS 1	American Government	3
PS 4	Introduction to Political Science	3
PS 12	Comparative Politics and Government	3
PS 14	International Relations	3
	Select from Restricted Electives	6
<b>Total Units for the Major</b>		<b>18</b>

#### Restricted Electives:

ECON 2\*, 4\*, 11; HIST 16, 17; MATH 10\*, PS 10, 11, 80, SOC 1.

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

### Associate of Arts Degree in Psychology for Transfer

The curriculum in the Psychology program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Psychology for Transfer by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework for psychology along with courses required for general education. Students who complete the Associate in Arts in Psychology for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Compare and contrast the major theoretical perspectives in psychology.
- Differentiate psychology from pseudoscience.
- Demonstrate knowledge of basic research methods for gathering and evaluating data.
- Apply the principles of psychology to the diverse world in which they live.

Course ID	Title	Units
<b>Required Courses:</b>		
PSYC 44*	Statistics for the Behavioral Sciences	3
<i>or</i>		
MATH 10*	Introduction to Statistics	3
PSYC 1	Introduction to Psychology	3
PSYC 2*	Research Methods in Psychology	3
<b>Group A: Select one of the following courses (4 Units)</b>		
BIO 20	Introduction to Biology	4
PSYC 3*	Biological Psychology	4
<b>Group B: Select one of the following courses or any course from Group A not already used (3-4 Units)</b>		
PSYC 7*	Developmental Psychology: Childhood through Adolescence	3
PSYC 30*	Social Psychology	3
SOC 1	Introduction to Sociology	3
ENG 1A*	Principles of Composition I	4
ENG 1B*	Principles of Composition II	3
PHIL 12	Introduction to Logic	3
<b>Group C: Select one of the following courses or any course from Group A or B not already used (3-4 Units)</b>		
PSYC 5*	Psychological Aspects of Human Sexuality	3
PSYC 16*	Introduction to Cross-Cultural Psychology	3
PSYC 21	The Psychology of Women	3
PSYC 33	Psychology of Adjustment	3
PSYC 37*	Abnormal Behavior	3
PSYC 125*	Psychology of Aging	3
ANTH 1	Biological Anthropology	3
ANTH 2	Cultural Anthropology	3
ANTH 3*	Culture and Language	3
ECON 2*	Principles (Macro)	3
ECON 4*	Principles (Micro)	3
GEOG 1	Physical Geography	3
GEOG 2	Cultural Geography	3
GEOG 3	World Regional Geography	3
PHIL 1*	Introduction to Philosophy	3
PHIL 15*	Introduction to Ethics	3
<b>Total Units for the Major</b>		<b>19-21</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Radio/Television/Film

See Cinema/Television/Radio

### Rapid Digital Manufacturing Certificate and Degree Program

Rapid Digital Manufacturing addresses the competencies required by technical, engineering, and management professionals working in industry where products are designed and developed, with specific emphasis on mechanical/manufacturing, art/animation, medical imagery, geographic information systems, and architecture.

The program is designed to develop a solid educational foundation for graduates to work closely with engineers, designers, and professionals in multiple industries, using additive processes for product development, 3D visualization, art, entertainment, architecture, medical modeling, and geographic information systems.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Communicate designs in at least one of the languages of mechanical drafting used in manufacturing design: AutoCAD and/or Solidworks.
- Use machines commonly found in manufacturing and in rapid prototyping.
- Demonstrate a working knowledge of model making, mold making, and casting processes used in manufacturing.

Course ID	Title	Units
CIM 221	Managing Projects with Microsoft Project	3
DR 51*/ARCH 51*	Computer-Aided Drafting	3
DR 152*/ARCH 152*	Advanced Computer-Aided Design	3
MFG 200*	Introduction to Rapid Prototyping Technology	3
MFG 201*	Advanced CAD Model Making and Tooling	2
MFG 202*	Industrial Materials	2
MFG 203	Introduction to Manufacturing Processes	2
MFG 204*	3D Computer-aided Design - Solidworks	3
MFG 205	Silicone and Urethane Mold Making	3
MFG 206*	Resin and Foam Casting	3
<b>Total Units for the Certificate</b>		<b>27</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Real Estate

The Real Estate programs are designed to educate the student to become an effective real estate professional. The three programs are: Real Estate Appraisal, Real Estate Escrow, and Real Estate Sales/Broker.

### Real Estate Appraisal Certificate and Degree Program

The Real Estate Appraisal program is designed to prepare students with educational courses needed for positions within the real estate appraisal profession and to meet the California State requirements under the Department of Business, Transportation and Housing Agency for the real estate licenses of State Licensed Real Estate Property Appraiser.

REAL ESTATE APPRAISAL LICENSE and/or CERTIFICATE: Please contact the California Office of Real Estate Appraisers.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Meet their career preparation goals as well as qualify for a state licensing exam for State Real Estate Appraiser.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Demonstrate mastery of the skills necessary to become a State Real Estate Appraiser.

Course ID	Title	Units
RE 170	Real Estate Principles	3
RE 176A*	Real Estate Appraisal I	3
RE 176B	Real Estate Appraisal II	3
RE 176C*	Real Estate Appraisal III	3
RE 200	Uniform Standards of Professional Appraisal Practice (USPAP)	1.5
	Select from Specialty Courses	6
<b>Total Units for the Certificate</b>		<b>19.5</b>

### Specialty Courses:

RE 174*	Legal Aspects of Real Estate	3
RE 175*	Real Estate Finance	3
RE 178*	Real Estate Economics	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 1, 135, 137.

## Real Estate Escrow Certificate and Degree Program

The Escrow program is designed to educate the student to become an effective escrow professional. Activities related to this field are escrow principles, practice, and professionalism. Associated courses in real estate, management, and office procedures are provided.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Meet their career preparation goals as well as qualify for a state licensing exam to become an Escrow Agent.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Mastery of the skills necessary to become an Escrow Agent.

Course ID	Title	Units
CIM 120	Computer Literacy	1.5
CIM 121A	Keyboarding for Computers: Beginning	1.5
RE 170	Real Estate Principles	3
RE 172*	Real Estate Practice	3
RE 174*	Legal Aspects of Real Estate	3
RE 175*	Real Estate Finance	3
RE 190	Escrow	3
<b>Total Units for the Certificate</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: (Select two courses to meet the Educational Achievement Award requirements of the California Escrow Association): ACCT 1A, 214; BUS 12, 104, 125, 160; RE 176A, 178.

## Real Estate Sales/Broker Certificate and Degree Program

This Real Estate program is designed to educate the student to become an effective Real Estate professional. Activities related to the program are real estate practice, law, appraisal, finance, computations, escrow, investment, exchanging, and taxation.

REAL ESTATE SALESPERSON LICENSE: RE 170, 172, and one additional elective must be completed before enrolling for the State exam. Electives list: BUS 12, RE 174\*, 175\*, 176A\* 178\*, 190, 195, 280. Please check with the California Department of Real Estate for any changes.

REAL ESTATE BROKER LICENSE: Five courses are required: RE 172\*, 174\*, 175\*, 176A\*, and 178\*. In addition, three more courses must be taken from the following list: BUS 12, RE 170, 176B, 190, 195\*, 280. Please check with the California Department of Real Estate for any changes. The 30-unit Certificate meets the Broker License examination course requirements.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Meet their career preparation goals as well as qualify for a state licensing exam to become a Real Estate Salesman or Broker.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Demonstrate mastery of the skills necessary to become a Real Estate Salesman or Broker.

Course ID	Title	Units
RE 170	Real Estate Principles	3
RE 172*	Real Estate Practice	3
RE 174*	Legal Aspects of Real Estate	3
RE 175*	Real Estate Finance	3
RE 176A*	Real Estate Appraisal I	3
RE 178*	Real Estate Economics	3
	Select from Restricted Electives	9
	Select from Specialty Courses	3
<b>Total Units for the Certificate</b>		<b>30</b>

#### Restricted Electives:

RE 176B	Real Estate Appraisal II	3
RE 190	Escrow	3
RE 195*	Property Management	3
RE 280	Mortgage Loan Brokering and Lending	3

#### Specialty Courses:

BUS 137	Professional Selling Fundamentals	3
RE 202*	Computer Applications in Real Estate	3
RE 250*	Real Estate License Preparation	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: ACCT 214; BUS 12, 120, 125, 135; CIM 121A; ECON 2, 4; RE 176B, 195.

## Social Sciences Associate Degree

The curriculum in the Social Sciences Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the associate degree may support attempts to gain entry-level employment or promotion.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify and apply methods, such as observation, hypothesis development, experimentation, evaluation of evidence, or measurement and data collection, used by social scientists to study human behavior.
- Identify and analyze theories explaining the individual, social, historical, political, or economic activities of men and women research and analyze topics from an interdisciplinary perspective.
- Integrate various social-scientific perspectives into the understanding of the subject matter.
- Develop a personal interpretation about issues and matters under study.

Select twelve units within a single area of emphasis which include only courses applicable to the major as noted below. 12

#### Areas of Emphasis:

ECON 2\*, 4\*  
GEOG 1, 2, 3  
HIST 4, 5, 16, 17  
PS 1, 4, 12, 14  
PSYC 1, 2\*, 3\*, 7\*, 30\*  
SOC 1, 2, 15\*, 30\*

Select 6 additional units in a second area of emphasis as listed above

<b>Total Units for the Major</b>	<u>6</u>
	<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete 18 units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Associate of Arts Degree in Sociology for Transfer

The curriculum in the Associate in Arts in Sociology for Transfer is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree may support attempts to gain entry-level employment in social services or promotion.

**Please refer to page 49 for more information on transfer degree requirements**

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify the current goals of sociology.

- Compare and contrast the three main sociological theories in sociology.
- Apply social theories to analyze current or historical topics or events.
- Differentiate social research and social research methods from other research models.
- Evaluate current social research.
- Describe the role that culture plays in affecting group as well as individual behaviors.
- Differentiate between Sociology and the other social sciences.
- Define and apply the sociological imagination/sociological perspective.
- Identify and apply specific sociological terms and concepts.
- Explain how various social locations such as class, race, gender, age and sexuality are vital to the study of sociology and apply them to specific sociological topics.
- Identify specific social problems and their cause-effect patterns.
- Critically evaluate the proposed ways to alleviate the major social problems facing society today.
- Identify and analyze social change and the impact on society.
- Examine and analyze institutional influences on individuals, groups, and society.
- Identify and evaluate community support services and agencies.

Course ID	Title	Units
<b>Required Courses:</b>		
SOC 1	Introduction to Sociology	3
SOC 2	Social Problems	3
MATH 10*	Introduction to Statistics	3
<b>Select two of the following courses (6 Units)</b>		
SOC 15*	Socialization of the Child	3
SOC 20	Ethnic Cultures of the United States	3
SOC 21	Women in Contemporary Society	3
SOC 25*	Social Stratification	3
SOC 30*	Social Psychology	3
<b>Select one of the following courses or any of the courses not selected above (3 Units)</b>		
ANTH 2	Cultural Anthropology	3
ECON 2*	Principles of Economics (Macro)	3
ECON 4*	Principles (Micro)	3
PHIL 12*	Introduction to Logic	3
PS 1	American Government	3
PSYC 1	Introduction to Psychology	3
PSYC 2*	Research Methods in Psychology	3
SOC 6	Introduction to Asian Cultures in the United States	3
SOC 10	Introduction to Marriage and the Family	3
SOC 125*	Sociology of Aging	3
SOC 126*	Death and Dying	3
SOC 180	Introduction to Gerontology	3
<b>Total Units for the Major</b>		<b>18</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Spanish

### Spanish Associate Degree Program

The Spanish Program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in Spanish. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution, as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate comprehensive knowledge of Spanish vocabulary.
- Use proficient conversational skills in Spanish.

- Read and write in Spanish.
- Demonstrate introductory cultural and historic knowledge of Spanish speaking people.

Course ID	Title	Units
SPAN 1*	Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
SPAN 3*	Intermediate Spanish	5
SPAN 4*	Intermediate Spanish	5
SPAN 901*	Spanish Language Lab	.25
SPAN 902*	Spanish Language Lab	.25
SPAN 903*	Spanish Language Lab	.25
SPAN 904*	Spanish Language Lab	.25
Select one course from Restricted Electives:		3
<b>Total Units for the Major</b>		<b>24</b>
<b>Restricted Electives</b>		
ARAB 21*	Introduction to Arabic Culture	3
CHI 21*	Introduction to Chinese Culture and Influence in the United States	3
FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3
GER 10*	Intermediate Conversational German	3
ITA 21*	Introduction to Italian Culture	3
JA 21*	Introduction to Japanese Culture	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America Through 1900	3
SPAN 21B*	Civilization of Latin American 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

### Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

#### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

### Associate in Arts Degree in Spanish for Transfer

The curriculum in the Spanish program is designed to provide the transfer student an Associate in Arts in Spanish for Transfer degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for Spanish along with courses required for general education. Students who complete the Associate in Arts in Spanish for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate comprehensive knowledge of Spanish vocabulary.
- Use proficient conversational skills in Spanish.
- Read and write in Spanish.
- Demonstrate introductory cultural and historic knowledge of Spanish speaking people.

Course ID	Title	Units
<b>Required Courses</b>		
SPAN 1	Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
SPAN 3*	Intermediate Spanish	5
SPAN 4*	Intermediate Spanish	5

**Substitution Courses:**

If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major (per Title 5 regulations). Course substitutions must be selected below.

SPAN 6*	Intermediate Spanish Grammar & Composition	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America through 1900	3
SPAN 21B*	Civilization of Latin America 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

**GROUP A: Select one of the following courses (3 units)**

SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America through 1900	3
SPAN 21B*	Civilization of Latin America 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

**Total Units for the Major 21-23**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

## Theatre Arts

### Associate in Arts Degree in Theatre Arts for Transfer

The Associate in Arts in Theatre Arts for Transfer degree will provide the student a broad introduction to making theatre. This degree is designed for the student with an interest in pursuing theatre as a profession who has not yet decided where to specialize. As such the student will receive a broad overview of the many aspects of theatre, including performance, design, theatre history, lighting, costumes, and stagecraft. Students who complete the Associate in Arts in Theatre Arts for transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Please refer to page 49 for more information on transfer degree requirements**

#### Program Student Learning Outcomes

Students who complete this program will be able to

- Recognize standard practices of ensemble playing in a rehearsal/performance environment.
- Compare and analyze the theories and techniques of acting from a historical perspective.
- Analyze texts and scripts as they pertain to performance.
- Demonstrate skill for technical aspects of acting, including physical, vocal, imaginative, analytical and emotional elements.
- Compare and contrast theatrical periods and styles in terms of acting, directing, playwriting, and technical elements.

- Apply imagination and character analysis to identify and describe the personality and motivations of a given character.
- Apply technical processes, including lighting, set, costume, and/or stage make-up design, as they pertain to a given dramatic script.

Course ID	Title	Units
<b>Required Core Courses: (9-10 units)</b>		
TA 20	Theatre Appreciation	3
TA 1	Fundamentals of Acting	3

#### Select 3-4 units Rehearsal and Performance Production; courses may be repeated:

TA 15*	Rehearsal and Performance: Drama	2
TA 16*	Rehearsal and Performance: Comedy	2
TA 17*	Rehearsal and Performance: Mixed Genres	2
TA 18*	Rehearsal and Performance: Dance	1
TA 113*	Rehearsal and Performance: Children's Theatre	2

**OR**

#### Select a maximum of 3 units in Technical Theatre in Production

ETT 142*	Theatre Production	1
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#### List A: Select three courses (9 units)

TA 2*	Scene Study I	3
ETT 41*	Stage Lighting	3
ETT 42	Costume Design	3
ETT 40	Stagecraft	4
TA 15*•	Rehearsal and Performance: Drama	2
TA 16*•	Rehearsal and Performance: Comedy	2
TA 17*•	Rehearsal and Performance: Mixed Genres	2
TA 18*•	Rehearsal and Performance: Dance	1
TA 113*•	Rehearsal and Performance: Children's Theatre	2
ETT 142*•	Theatre Production	1

**Total Units for the Major 18-19**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

- A maximum of three units may be taken in Rehearsal and Performance Production (TA 15, 16, 17,18, 113) OR Technical Theatre in Production (ETT 142) to be counted toward List A requirements. Courses taken to fulfill core requirements may not be taken again to meet List A requirements.

## Theatre Arts Entertainment and Theatre Technology Certificate Program

The Saddleback College Entertainment and Theatre Technology certificate program provides the student with a career preparation for entry-level positions in the professional entertainment industry. A comprehensive and intensive two-year program offers students the opportunity to explore fundamentals of a wide variety of practical career opportunities. Technical theatre students participate in the hands-on experience of creating all of the technical elements of Theatre Arts Department productions as well as other live events on the Saddleback College campus.

#### Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate preparation for entry level positions in the professional entertainment industry.
- Demonstrate technical skills in a wide variety of applications related to theatrical production.
- Demonstrate competence in the production of live events.

Course ID	Title	Units
ETT 40	Stagecraft	4
ETT 100*	Applied Technical Theatre Production	3
ETT 103	Entertainment Internship	1
ETT 142	Theatre Production	.5, .5, .5, 1
ETT 240*	Advanced Stagecraft	3
TA 1	Fundamentals of Acting	3
TA 20	Theatre Appreciation	3
	Select from Appreciation & History	3
	Select from Restricted Electives	4-7

**Total Units for the Certificate 26.5-29.5**



**Appreciation and History:**

ART 20	Art Appreciation	3
CTVR 3	The History and Appreciation of American Cinema	3
DANC 64	History of Dance	3
MUS 20	Music Appreciation	3
MUS 27	History of Jazz	3
MUS 28	History of Rock	3
TA 22	Musical Theatre History and Appreciation	3

**Restricted Electives:**

ETT 41*	Stage Lighting	3
ETT 42	Costume Design	3
ETT 101*	Fundamentals of Design and Graphics for Theatre	3
ETT 130	Theatre Management	3
ETT 144*	Theatre Scenery Painting	2
ETT 201*	Entertainment Computer Aided Drafting	2
ETT 246 *	Theatre Audio Techniques	3
MUS 118/CTVR 118	Sound Recording	4
TA 102*	Stage Management	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Theatre Arts Performance and Acting Associate Degree Program

The curriculum in the Theatre Arts, Performing/Acting Associate Degree program is designed to provide the student the opportunity to achieve an Associate degree. A baccalaureate degree or higher is recommended for those considering professional career related to this field. An Associate Degree would demonstrate commitment to the major for those transferring to other institutes of higher learning and may support attempts to gain employment in the field.

**Program Student Learning Outcomes**

Students who complete this program will be able to

- Recognize standard practices of ensemble playing in a rehearsal/performance environment
- Compare and analyze the theories and techniques of acting from a historical perspective
- Analyze texts and scripts as they pertain to performance
- Demonstrate skill for technical aspects of acting, including physical, vocal, imaginative, analytical and emotional elements
- Compare and contrast theatrical periods and styles in terms of acting, directing, playwrighting, and technical elements
- Apply imagination and character analysis to identify and describe the personality and motivations of a given character
- Apply technical processes, including lighting, set, costume, and/or stage make-up design, as they pertain to a given dramatic script

Course ID	Title	Units
ETT 40	Stagecraft	4
TA 1	Fundamentals of Acting	3
TA 2*	Scene Study I	3
TA 11	Stage Movement	3
TA 43	Stage Make-up	1
	Select from Appreciation and History	3
	Select from Rehearsal and Performance	.5-2
	Select from Acting	6
	Select from Restricted Electives	3
<b>Total Units for the Major</b>		<b>26.5-28</b>

**Appreciation and History:**

TA 25	Theatre History: Primitive to Renaissance	3
TA 26	Theatre History: Renaissance to Contemporary	3

**Rehearsal and Performance:**

ETT 142	Theatre Production	.5 or 1
TA 15	Rehearsal and Performance: Drama	1
TA 16	Rehearsal and Performance: Comedy	1
TA 17	Rehearsal and Performance: Mixed Genres	1
TA 18	Rehearsal and Performance: Dance	2
TA 19	Rehearsal and Performance: Musical Theatre	1

**Acting**

TA 3*	Scene Study II	3
TA 4*	Acting Styles I	3
TA 5*	Acting Styles II	3
TA 10	Musical Theatre Techniques	3
TA 290*	Acting for Television and Film	3

**Restricted Electives:**

ETT 41*	Stage Lighting	3
ETT 42	Costume Design	3
ETT 45*	Scene Design	3
ETT 101*	Fundamentals of Design and Graphics for Theatre	3
TA 102*	Stage Management	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

**General Education Requirements for Associate Degrees**

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: TA 12, 20, 22, 30, 32, 108, 110, 113, 130.

## Theatre Arts Technical Theatre Associate Degree Program

The Entertainment and Theatre Technology program prepares students with the necessary skills to obtain entry level positions in the technical fields of the entertainment industries.

The Associate degree is designed to prepare students to transfer to a baccalaureate or higher degree program.

**Program Student Learning Outcomes**

Students who complete this program will be able to:

- Demonstrate skills for entry level positions in the professional entertainment industry.
- Demonstrate the basic components of stagecraft.
- Demonstrate a variety of acting techniques.

ETT 240\* is a non-transferable course required by the Theatre Arts Department for this degree.

Course ID	Title	Units
ETT 40	Stagecraft	4
ETT 100*	Applied Technical Theatre Production	3
ETT 142	Theatre Production	1
ETT 240 *	Advanced Stagecraft	3
TA 1	Fundamentals of Acting	3
	Select from Appreciation & History	3
	Select from Restricted Electives	3-6
<b>Total Units for the Major</b>		<b>18-23</b>

**Appreciation and History:**

TA 20	Theatre Appreciation	3
TA 25	Theatre History: Primitive to Renaissance	3
TA 26	Theatre History: Renaissance to Contemporary	3

**Restricted Electives:**

ETT 41*	Stage Lighting	3
ETT 42	Costume Design	3
ETT 45*	Scene Design	3
ETT 101*	Fundamentals of Design and Graphics for Theatre	3

ETT 104	Costume Crafts	3
ETT 130	Theatre Management	3
ETT 144*	Theatre Scenery Painting	2
TA 102*	Stage Management	3

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Associate in Arts Degree

Complete units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

## Scenic Art and Painting Occupational Skills Award

The Entertainment and Theatre Technology, Scenic Artist and Painting Occupational Skills Award is designed to prepare the student for employment as a scenic artist and painter in the entertainment industry; including theatre, theme parks, television, movies, corporate events, trade shows, sporting events, faith-based events, and all other forms of live entertainment. The program is designed to develop a solid foundation of skills so students can work closely with Designers, art directors and other professionals in the various areas that make up the Entertainment Industry as well as other industries that utilize the skills of a scenic artist. Students are required to participate as paint crew on the Department of Theatre Arts productions as well as other field work.

Course ID	Title	Units
<b>First Semester</b>		
ETT 142	Theatre Production	1
ETT 144*	Theatre Scenery Painting	2
ETT 244*	Advanced Scenery Painting	3
<b>Second Semester</b>		
ETT 142	Theatre Production	1
ETT 242*	Styles of Paint for the Entertainment Industry	3
CWE 180	Cooperative Work Experience: ETT	2
<b>Total Units for the Award</b>		<b>12</b>

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

## Travel and Tourism Certificate and Degree Program

The Travel and Tourism program is designed to prepare students for careers in the travel agency industry. The program stresses the following: ticketing and reservations, major tourist areas and resorts, fares and routes, tour promotion, and planning. The program covers all aspects of travel including air, cruise ships, rail, and car.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Support their choice of cruise itineraries presented in a written form based on the standards of the industry, use a pre-determined criteria checklist and compare cruise features and benefits, both tangible and intangible, as well as price, value and individual preference.
- Build a Passenger Name Record (PNR) in the airline computer training strand of the program.
- Identify geographic locations.

Course ID	Title	Units
CWE 180*	Cooperative Work Experience: Travel Agency	1
TOUR 250	Introduction to Travel and Tourism	3
TOUR 252	World Destinations/Resorts — Western Hemisphere	3
TOUR 253	World Destinations-Europe	3
TOUR 254	World Destinations-Pacific, Asia, Africa	3
TOUR 255	Selling Dreams – The Travel Industry	3
TOUR 257	Tours and Cruises	3

TOUR 259*†	Airline Computer Training	2
TOUR 260*	Advanced Airline Computer Training Operation	2

**Total Units for the Certificate** **23**

\*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

†Recommended to be taken in last semester of program.

## Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Suggested coursework not required for the major: BUS 1, 102, 125, 135, 137, 138; CIM 121A, 121B.

## Women's and Gender Studies Associate Degree Program

The curriculum in the Women's and Gender Studies Associate Degree program is designed to provide the student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree would demonstrate commitment to the major. Attainment of an Associate degree may support attempts to gain entry-level employment.

### Program Student Learning Outcomes

Students who complete this program will be able to:

- Articulate an interdisciplinary understanding of gender and gender dynamics.
- Explain diversity and difference gender, race, class, sexual orientation, nationality, religion, and ability.
- Analyze social problems as they relate to gender and inequality.
- Evaluate various career options related to women's and gender studies.

### Core Requirement

Course ID	Title	Units
WS 10	Introduction to Women's Studies	3
Majors must also select a minimum of 17 units from the following courses:		
ANTH 21	Women and Culture: Cross-Cultural Perspectives	3
ART 21	Women and Art	3
CTVR 9	Women in Cinema and Television	3
HIST 21	Women in United States History: A Multicultural Perspective	3
HLTH 3	Women's Health Issues	3
MUS 29	Women, Music, and Society	3
PSYC 21	The Psychology of Women	3
SOC 21	Women in Contemporary Society	3
SP 8	Gender Communication	3
WS 120	Women and Careers	3

**Total Units for the Major** **20**

## Associate in Arts Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate in Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

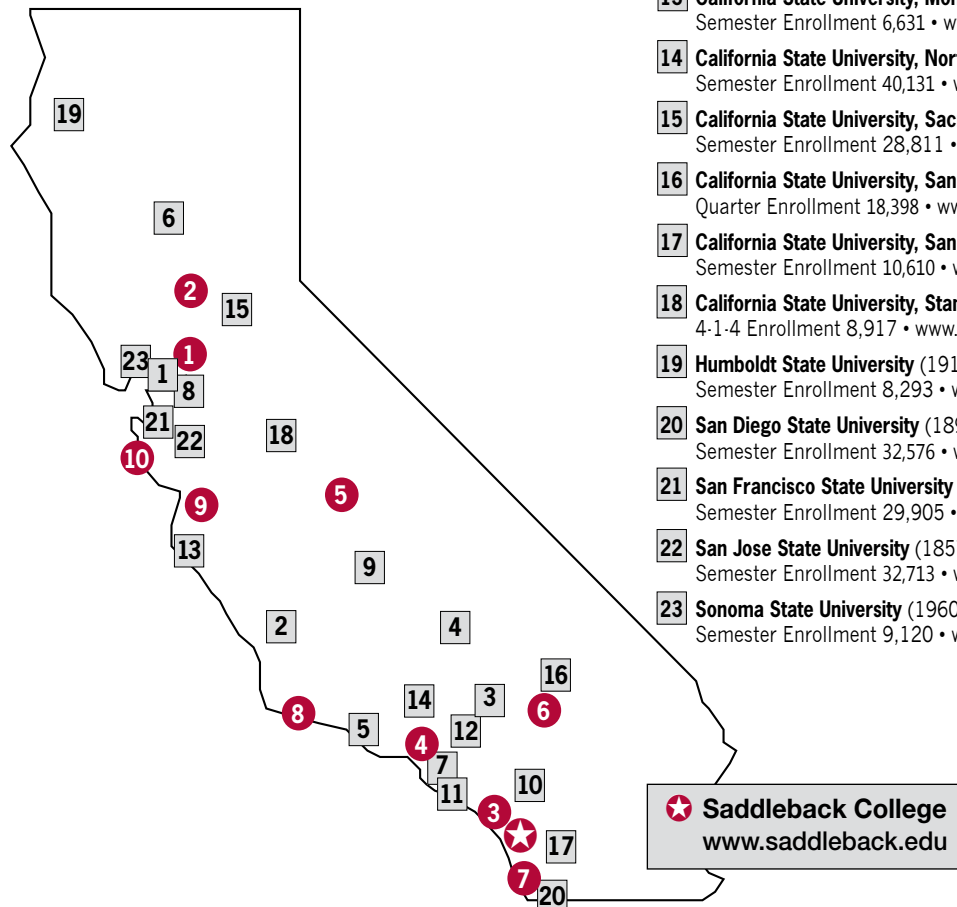
## California Four-Year Public Universities

### University of California\* – 10 Campuses

- 1 University of California, Berkeley** (1868) • (510) 642-6000  
Semester Enrollment 37,581 • www.berkeley.edu
- 2 University of California, Davis** (1908) • (530) 752-1011  
Quarter Enrollment 35,415 • www.ucdavis.edu
- 3 University of California, Irvine** (1965) • (949) 824-5011  
Quarter Enrollment 30,757 • www.uci.edu
- 4 University of California, Los Angeles** (1919) • (310) 825-4321  
Quarter Enrollment 43,239 • www.ucla.edu
- 5 University of California, Merced** (2004) • (209) 228-4400  
Semester Enrollment 6,268 • www.ucmerced.edu
- 6 University of California, Riverside** (1954) • (951) 827-1012  
Quarter Enrollment 21,699 • www.ucr.edu
- 7 University of California, San Diego** (1964) • (858) 534-2230  
Quarter Enrollment 31,502 • www.ucsd.edu
- 8 University of California, Santa Barbara** (1944) • (805) 893-8000  
Quarter Enrollment 22,225 • www.ucsb.edu
- 9 University of California, Santa Cruz** (1965) • (831) 459-0111  
Quarter Enrollment 17,866 • www.ucsc.edu
- 10 University of California, San Francisco**, is a graduate/professional institution requiring pre-professional preparation or graduate standing for admission. (415) 476-9000 • www.ucsf.edu

### California State University\* – 23 Campuses

- 1 California Maritime Academy** (1929) • (707) 654-1330  
Semester Enrollment 1,046 • www.csum.edu
- 2 California Polytechnic State University, San Luis Obispo** (1901)  
(805) 756-2311 • Quarter Enrollment 20,186 • www.calpoly.edu
- 3 California State Polytechnic University, Pomona** (1938)  
(909) 869-3210 • Quarter Enrollment 22,156 • www.csupomona.edu
- 4 California State University, Bakersfield** (1965) • (661) 664-2011  
Quarter Enrollment 8,720 • www.csusb.edu
- 5 California State University, Channel Islands** (2002) • (805) 437-8400  
Semester Enrollment 5,140 • www.csuci.edu
- 6 California State University, Chico** (1887) • (530) 898-4636  
Semester Enrollment 17,287 • www.csuchico.edu
- 7 California State University, Dominguez Hills** (1960) • (310) 243-3300  
Semester Enrollment 14,670 • www.csudh.edu
- 8 California State University, East Bay** (1957) (formerly CSU Hayward)  
(510) 885-3000 • Quarter Enrollment 14,526 • www.csueastbay.edu
- 9 California State University, Fresno** (1911) • (559) 278-4240  
Semester Enrollment 23,179 • www.csufresno.edu
- 10 California State University, Fullerton** (1957) • (657) 278-2300  
Semester Enrollment 38,128 • www.fullerton.edu
- 11 California State University, Long Beach** (1949) • (562) 985-4111  
Semester Enrollment 35,586 • www.csulb.edu
- 12 California State University, Los Angeles** (1947) • (323) 343-3000  
Quarter Enrollment 23,258 • www.calstatela.edu
- 13 California State University, Monterey Bay** (1995) • (831) 582-3330  
Semester Enrollment 6,631 • www.csUMB.edu
- 14 California State University, Northridge** (1958) • (818) 677-1200  
Semester Enrollment 40,131 • www.csun.edu
- 15 California State University, Sacramento** (1947) • (916) 278-6011  
Semester Enrollment 28,811 • www.csus.edu
- 16 California State University, San Bernardino** (1960) • (909) 537-5000  
Quarter Enrollment 18,398 • www.csusb.edu
- 17 California State University, San Marcos** (1989) • (760) 750-4000  
Semester Enrollment 10,610 • www.csusm.edu
- 18 California State University, Stanislaus** (1957) • (209) 667-3122  
4-1-4 Enrollment 8,917 • www.csustan.edu
- 19 Humboldt State University** (1913) • (707) 826-3011  
Semester Enrollment 8,293 • www.humboldt.edu
- 20 San Diego State University** (1897) • (619) 594-5000  
Semester Enrollment 32,576 • www.sdsu.edu
- 21 San Francisco State University** (1899) • (415) 338-1111  
Semester Enrollment 29,905 • www.sfsu.edu
- 22 San Jose State University** (1857) • (408) 924-1000  
Semester Enrollment 32,713 • www.sjsu.edu
- 23 Sonoma State University** (1960) • (707) 664-2880  
Semester Enrollment 9,120 • www.sonoma.edu



\* Enrollment figures subject to change

## Articulation/Transfer Patterns

### Transfer Planning

- I. Transfer students, that is, students planning to enter a university or four-year college after attending Saddleback College, should take note of the following recommendations:
  - A. Consult the catalog of the college or university to which they intend to transfer for such requirements as:
    1. Admissions Information
    2. Major course requirements
    3. General education or breadth requirements
  - B. Avoid taking upper-division courses required by the particular college or school of the university in which the advanced work is to be taken.  
 Important point: Degree credit for courses in the major can be expected only for those community college courses which parallel courses designated as lower division by four-year colleges or universities.
  - C. Note courses which must be taken in preparation for the major as well as those required in the major.
  - D. Remember that community college courses transfer to four-year colleges in terms of specific or elective credit depending upon the school and major selected. Refer to the ASSIST (Articulation System Stimulating Interinstitutional Student Transfer) website at [www.assist.org](http://www.assist.org) which is the official California statewide database listing a selection of campus-approved transfer agreements, general education requirements, and information on UC and CSU transferable courses and major preparation. Students are advised to contact a Saddleback College counselor for more information, and for details regarding other transfer agreements and options not available on ASSIST for your transfer college choice.
  - E. Note any policies regarding the maximum number of units which may be transferable. A maximum of 70 transferable units completed at the community college level may be applied toward the total number of units required for a bachelor's degree by the University of California or the California State University. Subject credit for transferable courses in excess of 70 units may also be granted to satisfy university graduation requirements. Any courses accepted as equivalent to those offered in lower-division by the university completed at the community college, even if beyond the 70-unit maximum, will be applied where needed to meet specific lower-division major and/or general education/breadth requirements. **Therefore, students are strongly advised to complete all courses designated as required lower-division preparation for the major prior to transfer, especially where admission to the major is contingent on completion of specific courses.**
- II. Students should also avail themselves of opportunities to meet with representatives of colleges and universities which are scheduled throughout the academic year in the Transfer Center.
- III. Catalogs for the University of California and the California State University are available in the Career Center. The Career Center maintains catalogs from other institutions as well.
- IV. Student Responsibility for Meeting Transfer Requirements: All students must assume complete responsibility for compliance with regulations and instructions set forth in university or college catalogs for their intended transfer institution, and for selecting the courses which will permit them to meet their educational objectives and for satisfying prerequisites for any programs or courses which they plan to take for transfer.

The following information is subject to change

### The California State University

(Refer to the California CSU/UC map)

#### \*Application Filing Periods

(Applications first accepted):

Summer Semester or Quarter:	February 1-28
Fall Semester or Quarter:	October 1 - November 30
Winter Quarter:	June 1 - June 30
Spring Semester or Quarter:	August 1 - August 30

\*You are urged to file early. Applications to impacted majors must be filed during the initial filing period. The CSU designates major programs as impacted when more applications are received in the initial filing period from CSU eligible applicants than can be accommodated. If applying after the initial filing period, consult the campus admissions office or website for current information. Except for impacted majors, campuses accept applications until enrollment categories are filled. Most campuses will acknowledge receiving your application within two to four weeks. For more details refer to the CSU Mentor website at [www.csumentor.edu](http://www.csumentor.edu)

#### Definition of a Transfer Student

You are considered a transfer student if you have enrolled in a community college or university other than a CSU following high school graduation.

1. Students with fewer than 60 transferable semester (90 quarter) units are considered lower division transfer students.
2. Students who have completed 60 or more transferable semester college units (90 or more quarter units) are considered upper-division transfer students.
3. Students who completed college units before they graduated from high school or during the summer between high school graduation and CSU enrollment are considered first-time freshmen and must meet those admission requirements.

#### Transfer Admission Requirements

Upper-Division Transfer Requirements (*60 or more transferable semester or 90 or more quarter units — see note below*):

You are eligible for admission if you:

1. Have a college grade point average of 2.00 or better (2.40 for non-California residents) in all transferable college units completed.
2. Are in good standing at the last college or university attended (i.e., you are eligible to re-enroll).
3. Have completed, or will complete prior to transfer at least 30 semester units (45 quarter units) or courses equivalent to general education requirements with a grade of "C" or better. The 30 semester units must include all of the general education requirements in communication in the English language (English composition, oral communication, and critical thinking), and at least one course of at least 3 semester units (4 quarter units) is required in college-level mathematics. (See Area A and B-4 on Saddleback College's CSU G.E. certification pattern or Areas 1 and 2 of the Intersegmental General Education Transfer Curriculum).

**Note:** Some CSU campuses may accept a limited number of lower-division transfer applicants (applicants with fewer than 60 transferable units). Lower-division transfer applicants will be held to specified CSU eligibility standards. Check with a counselor and CSU mentor: [www.csumentor.edu](http://www.csumentor.edu) for details.

#### Transferable Coursework

Transferable courses are those designated for that purpose by the college or university offering the courses. Saddleback College certifies courses numbered 1 to 199 in the catalog as CSU-transferable.

A maximum of 70 semester (105 quarter) units earned in a community college may be transferred to the California State University; however, courses in excess of 70 semester units will receive subject credit and will be applied to satisfy content requirements as appropriate. No upper-division credit is allowed for courses taken in a community college.

Students transferring with certification of general education requirements are assured that they have met 39-units of the 48-unit minimum requirements for the bachelor's degree. Students transferring without certification of general education must complete the pattern of courses required of "native" students, as outlined in the catalog of the particular CSU campus. The CSU G.E. course pattern which Saddleback College uses to certify that the student has met the required minimum of 39 semester units of general education is listed below.

## Requirements for the Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T)

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major).

This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system.

Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements. Courses and credit earned through alternative credit options may apply toward meeting area requirements.

**At the time of catalog publication, a student may earn an Associate Degree for Transfer in Anthropology, Art History, Business Administration, Communication Studies, Early Childhood Education, Economics, Elementary Teacher Education, English, Geography, Geology, History, Journalism, Kinesiology, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Sociology, Studio Arts and Theatre Arts. Additional majors are being developed. Please see a counselor and [www.saddleback.edu/articulation](http://www.saddleback.edu/articulation) for more information.**

The following is required for all AA-T or AS-T degrees:

1. Minimum of 60 CSU-transferable semester units.
2. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major as detailed in the Certificate and Degree section of the catalog. All courses in the major must be completed with a grade of C or better or a "P" (pass) designation may be used instead of a letter grade, but not all transfer institutions will accept courses with a "P."
4. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

## Transfer Students and Certification of California State University General Education Requirements

**(The Following Information is Subject to Change)**

Courses on this list are approved for a specific academic year which begins with the Fall semester. Students wishing to use a course to meet a CSU G.E. Breadth requirement must be sure that the course is approved for the academic year in which it is taken. **This list is valid through Summer 2016 and is subject to change. Students are advised to consult with a Saddleback counselor when planning coursework.**

Under provisions of CSU Executive Order 595, Saddleback College (SC) will certify completion of up to 39 of the 48 units required in general education. If SC certifies that you have completed courses from the following list approved for general education, the CSU campus to which you transfer will require you to complete the requirement in those sections in which you are not certified. You may be held only for additional courses required for "native" students, but you will not be required to complete more units than the difference between the amount certified and the total required.

After transfer, students must complete at least nine units of upper-division General Education courses in their junior or senior year.

**No student will be eligible to petition for certification until a minimum of 12 units has been completed at Saddleback College.**

### AREA A: ENGLISH LANGUAGE AND CRITICAL THINKING —

Three courses totaling a minimum of nine units are required. *(Complete one course in Areas A1, A2, and A3 with a grade of "C" or better)* A grade of C- is not accepted in Area A:

**A1 Oral Communication** — SP 1 or 5 (formerly 105)

**A2 Written Communication** — ENG 1A or 1AH

**A3 Critical Thinking** — *One course from the following:*

ENG 1B, 1BH, 70 (formerly 170); PHIL 12; SP 2, 3

### AREA B: SCIENTIFIC INQUIRY AND QUANTITATIVE

**REASONING** — At least nine units are required in Areas B1 through B4. *(One course must be taken from Areas B1 and B2 [one of which must be a laboratory course designated B3 with an asterisk\*], and one course from area B4):*

#### B1 Physical Science

ASTR 1•, 20, 20 and 25•, 21, 45, 145•

CHEM 1A•, 1B•, 2A•, 2B•, 3•, 8•, 12A•, 12B•, 20•, 108•, 120•

ENV 23• [F89], 120•

GEOG 1, 1 and 1L•, 20

GEO 1•, 2•, 3, 4, 5•, 6• [S07], 7, 20•, 21, 23• [F89]

MS 1•, 4•, 20•

PHYS 2A•, 2B• [^F91], 3A•, 4A•, 4B• [^F91], 4C• [S07], 20•, 21•

^ Retroactive

#### B2 Biological Science

ANTH 1, 1 and 1L•, 10A•, 16• (formerly 110A)

BIO 3A• (1A• prior to F03, 5• prior to F94), 3B• (1B• prior to F03, 2• prior to F94), 3C• [S07], 6• (prior to F95), 11•, 12•, 15•, 16•, 18•, 19•, 20•, 22 (formerly 41), 24, 28 [F13], 30, 31•, 40, 43, 113• [F03]

ENV 18•, 19•, #24•

HORT 20• (prior to F14)

MS 3•

PSYC 3• [F10]

# Lab designation beginning Fall 2007

Underlined courses are no longer offered at Saddleback College

**B3 Laboratory Course****One science course MUST have a laboratory**

♦Indicates a laboratory course

**B4 Mathematics**

Courses applicable to Area B4 must be completed with a grade of "C" or better.

MATH 2, 3A, 3AH, 3B, 3C, 4B, 5, 6A, 6B, 7, 8, 9, 10, 11, 12, 24, 26, 112, 122, 124, 128  
PSYC 44 [F12]

Underlined courses are no longer offered at Saddleback College

**Note:** An intermediate algebra course (MATH 122) completed prior to Fall Semester 1988 will be accepted by the CSU as meeting graduation requirements in general education.

**AREA C: ARTS AND HUMANITIES** — At least three courses totaling a minimum of nine units are required. (*Complete one course from Area C1 and one course from Area C2. Complete a third course from either area:*)

**C1 Arts**

ARCH 12 (formerly 112)  
ART 1, 4  
ARTH 20 (formerly ART 20), 21 (formerly ART 21), 22 (formerly ART 22), 23 (formerly ART 23), 24 (formerly ART 24), 25 (formerly ART 25), 26 (formerly ART 26), 27 (formerly Art 27), 28 (formerly ART 28), 29 (formerly ART 29)  
CTVR 2, 3 (formerly CA 30), 5, 7, 9 (formerly CA 29)  
DANC 64 (formerly PE/TA 64)  
FASH 144 [F93] (formerly CT 144)  
FA 20, 27  
GD 1  
HORT 115 [F12]  
ID 110, 122, 125  
MUS 1, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29 [F90], 31, 32, 33, 34, 35, 40, 47, 49, 90, 91  
PHOT 25  
SP 32  
TA 10, 11, 20, 21 (prior to Fall 93), 22, 25, 26, 32, 110

**C2 Humanities**

ARAB 1 [F90], 1A [F90], 1B [F90], 2 [F90], 3 [S07], 4 [S07], 21  
CHI 1 [F89], 1A [F89], 1B [F89], 2 [F89], 3 [F07], 4 [F07], 21  
ENG 3, 4, 5, 7, 15A, 15B, 17A, 17B, 18, 19, 20, 21A, 21B, 21C, 21D, 21E, 23A, 23B, 24, 25, 27A, 27B, 27C, 27D, 27E, 27F, 29, 31 (was 131A), 31B, 32, 33, 34, 35, 36, 40, 41, 44, 46, 47, 48, 50, 52, 54, 56, 131A, 131B, 132, 134, 135, 136, 142 (was 42)  
FR 1\*, 1A\*, 1B\*, 2\*, 3, 4, 10, 20 (prior to F07), ^21  
GER 1\*, 1A\*, 1B\*, 2\*, 3, 4, 10, 21  
HEBR 1 [F89], 1A [F89], 1B [F89], 2 [F89], 3 [F09], 4 [F09], 21  
HIST 4 [F93], 5 [F93]  
HUM 1, 2 [F12], 3, 4, 5, 10A, 10B, 21, 22, 25, 30AH, 30BH, 30CH, 31AH  
IDS 1, 2, 3, 5  
ITA 1\*, 1A\*, 1B\*, 2\*, 3, 4, 10, 21  
JA 1 [F89], 1A [F89], 1B [F89], 2 [F89], ^3, ^4, 10 [F90], 21  
KOR 1 [F09], 1A, 1B, 2 [F09], 3, 4, 21 [F96]  
LAT 1 [F90], 1A [F90], 1B [F90], 2 [F90]  
PHIL 1, 3, 4, 8, 9, 10, 14, 15  
PORT 1, 2, 3, 4, 21  
PRSN 1, 2, 3, 4  
RUS 1 [F90], 1A [F90], 1B [F90], 2 [F90]  
SL 1 [F93] (was 32), 2 (was 33), 3 (was 34), 4 (was 35)  
SPAN 1\* (or 1A\* and 1B\*), 2\*, 3, 4, 10, 20A (formerly 20), 20B, 21A, 21B, 21C  
SP 30, 31  
TA 30, 31

\*Beginning Fall 1988

^Reinstated

Underlined courses are no longer offered at Saddleback College

**AREA D: SOCIAL SCIENCES** — At least three courses totaling a minimum of nine units are required. Courses are to be selected from Area D1 through D0 in at least two areas:

**D1 Anthropology**

ANTH 2, 3, 5 [F08], 6, 8, 9, 10, 13 [S07], 14 [F03], 15 [F13]; ENV/SOC 22, ENV 36; HD 7, 15; HIST 26, 74 (prior to F90), HS 100 (prior to F86), 120 (prior to F86), SOC 100 (prior to F88),

**D2 Economics**

ECON 2, 4 (formerly 1), 20 (MGT 100 prior to F86); ENV 20 [F90], 36 [F96]; HD 15; HIST 26, 74; HS 100 (prior to F86), 120 (prior to F86); PS 9

**D3 Ethnic Studies**

ANTH 4, 7 [S07]; ENV 20, 21; ES (formerly CCS), 1, 2, 3, 10; HIST 20, 26 (prior to S89), 33 [F01], 74, 81; HS 100 (prior to F86), 120 (prior to F86); HD 15; MGT 100 (prior to F88); PSYC 16# (formerly 116) [F93]; SOC 4, 5† [F04], 6, 20, 100 (prior to S88)

**D4 Gender Studies**

ANTH 21; ENV 35; HD 7, 15; HIST 21, 26; HS 120 (prior to F86); PS 9, 21; PSYC 21; SOC 21, 100 (prior to F88); WS 10, 21, 31, 40

**D5 Geography**

GEOG 2, 3, 38; HIST 26, 74; HS 100 (prior to F86); PS 9; SOC 100 (prior to F88)

**D6 History**

HD 15; HIST 7, 8, 9, 10 [S07], 11, 12, 15 [S07], 16, 17, 18, 19, 22, 25, 27, 28, 30, 31, 32, 40, 41, 60, 62 [F03], 63 [F03], 70, 71, 72, 74; HS 100 (prior to F86)

**D7 Interdisciplinary, Social or Behavioral Science**

ANTH 17 [F13], 20/SP 20 (formerly 109); CTVR/JRN 1 [F05]; ECON/ENV 6; ENV 1; HIST 29, HIST/PS 61 (prior to F10), 74, HIST 75/PS 75, 80; PS/ECON 11; PSYC/SOC 30; SP 109

**D8 Political Science**

PS 1, 2, 4, 10 [S07], 10H, 12, 14; PS/ECON 11 (prior to F09), PS 17

**D9 Psychology**

CD 107† (formerly 7); PSYC 1, 2, 3\* (prior to F12), 4, 5† [F05], 7†, 16# (formerly 116) [S07], 33 [S07], 37 [S07]

**D0 Sociology**

CD 5 (formerly 105); SOC 1, 2\*\*, 5\*\*†, 10, 15, 25 [F05], 120 (prior to F88)

#PSYC 16 (formerly 116) either D3 [F93] or D9 [S07]

†Course listed in more than one area, but shall not be certified in more than one area.

\*\*Retroactive F91

Underlined courses are no longer offered at Saddleback College

**+Note: CSU Graduation Requirement in U.S. History, Constitution and American Ideals:** This CSU requirement can be met prior to transfer by completing PS 1 from Area D8 AND one U.S. History course in Area D6 selected from: HIST 7, 8, 16, 17, or 22. Courses taken to meet this requirement can also be used for 6 of the 9 units required in Area D above.

**AREA E: LIFE LONG UNDERSTANDING AND SELF-**

**DEVELOPMENT** (3 units are required to complete Area E. A maximum of 2 units of KNES/PE activity courses are permitted):

BUS 116 [F02]  
CD 7† (formerly 107)  
COUN 140, 145, 150, 151, 160, 162, 163, 165  
FASH 141 (formerly CFR/FCS 140)  
FCS 115, 140 (prior to F07), 142 [F97]

FN 50, 64  
 HLTH 1, 3; HLTH/HSC 105, HSC 120  
 HS 175 [F95]  
 IDS 107

KNES/KNEA (for PE or PESS see [www.assist.org](http://www.assist.org)) The following courses are accepted beginning F09 unless indicated otherwise: 107 [F06], or select one from: KNES 1 [F06], 2 [F06], 3 [F06], 4 [F06], 5 [F06], 6 [F06], 7 [F06], 8 [F06], 9 [F06], 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28 [F06], 29 [F06], 30, 41, 45, 50 [F06], 63, 70, 71, 72, 74, 75, 76, 77, 78, 79, 80, 90 [F06], 93 [F06], 94 [F06]; or DANC 63 (formerly PE/TA 63); or KNEA 1 [F06], 2, 4, 5, 6, 107 [F06], 151/HSC 151

N 161, 165

PSYC 5 † [F05], 7 † [F05], 33 †

SPS 100, 110

WS 30, 100, 120, 135

† Course listed in more than one area, but shall not be certified in more than one area.

Underlined courses are no longer offered at Saddleback College

### Certification of CSU General Education Requirements

**No student will be eligible to petition for certification of the CSU General Education requirements until a minimum of 12 semester units have been completed at Saddleback College.**

Saddleback College will certify coursework completed at another California community college or any institution that participates in certifying general education coursework to the CSU, including CSU campuses other than the one to which the student is transferring, only if the courses are on the approved CSU general education list at the college where they were completed in the year when taken. Such a course will be certified in the General Education-Breadth area that is shown on the official certification list for the institution at which it was taken.

When coursework has been taken at a regionally accredited institution that does not maintain a CSU certification list, Saddleback College can certify coursework on a California State University or an approved California Community College general education course list or approved by Saddleback College faculty as meeting CSU general education-breadth certification standards.

Coursework from Irvine Valley College or other community colleges with the same course number and/or title may not always be certified in the same category at Saddleback College for CSU G.E. Certification. Also similar coursework from accredited independent or private colleges will not always be certified unless the course content is deemed equivalent.

Students meeting area requirements may petition for partial certification in one or more of the areas (i.e., Area B, C, D, or E), but the college will not certify course requirements short of an entire area. The institution to which a student transfers will require completion of the requirement in those sections which are not certified and may require additional specific courses as required of native students.

### IMPORTANT:

In general, courses listed as preparation for the major may also be applicable to general education requirements. Students should refer to the catalog of the institution offering their intended major to determine lower-division major requirements as well as those which are recommended or required in preparation for the major, and the transfer pattern section of the Saddleback College catalog for examples.

Also refer to ASSIST at [www.assist.org](http://www.assist.org) which is the official California state-wide database listing a selection of campus-approved articulation/transfer agreements, general education requirements, and information on UC and CSU-transferable courses. Students are advised to contact a Saddleback College counselor for more information, and for details regarding other transfer agreements and options not available on ASSIST for your transfer college choice.

## University of California

(Refer to the California CSU/UC map)

### Priority Application Filing Periods

Fall Quarter: November 1-30

Winter Quarter: July 1-31

Spring Quarter: October 1-31

*UC Berkeley accepts applications for Fall only*

Fall Semester: November 1-30

For further information regarding the application and admissions process, refer to the UC's online undergraduate application website at [www.universityofcalifornia.edu](http://www.universityofcalifornia.edu)

### Eligibility for Transfer

**California Residents:** To qualify for admission to the University as a transfer student, a student must meet one of the following three sets of requirements. The pathway a student follows depends upon whether they were eligible for admission to the UC when they graduated from high school. California residents must have at least a "C" (2.0) average in all transferable college coursework.

1. Students who were eligible for admission to the University when they graduated from high school [meaning they satisfied the Subject, Scholarship, and Examination requirements, or were identified by the University during the senior year in high school as eligible under the Eligibility in the Local Context (ELC) program], are eligible to transfer if they have a "C" (2.0) average in transferable coursework.
2. Students who met the Scholarship Requirement but not the Subject Requirement must take transferable college courses in the missing subjects, earning a "C" or better in each required course, and have an overall "C" (2.0) average in all transferable college coursework to be eligible to transfer.
3. Students who were not eligible for admission to the University when they graduated from high school because they did not meet the Scholarship Requirement must:
  - A. Complete 60 semester units or 90 quarter units of transferable college credit with a grade-point average of at least 2.4, with no more than 14 semester (21 quarter) units completed on a credit/no credit basis **AND**
  - B. Complete the following course pattern requirement, earning a grade of "C" or better in each course:
    - 1) two transferable college courses (3 semester or 4-5 quarter units each) in English composition; and
    - 2) one transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning; **AND**
    - 3) four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, and the physical and biological sciences.

(Students who satisfy the Intersegmental General Education Transfer Curriculum (IGETC) prior to transferring to UC may satisfy Option 3B above of the transfer admission requirements.)

**Nonresidents:** The minimum admission requirements for nonresidents are very similar to those for California residents. However, nonresidents must have a grade point average of 2.8 or higher in all transferable coursework. Students are advised to consult with the Admissions Office at the UC campus of choice for details and specific requirements.

If the number of applicants exceeds the spaces available for a particular campus or major — as is often the case — the campus uses criteria that exceed the minimum requirements to select students. Meeting the minimum requirements, therefore, is not enough to gain admission to many UC campuses and programs. The average grade-point average varies widely by campus and by major.

### Community College Transfer Priority Admission

UC campuses give priority consideration for admission to California community college students. A California community college student applying for admission to the University of California in advanced standing will be given priority admission over all other applicants if:

- 1) you were enrolled at one or more California community colleges for at least two terms (excluding summer sessions);
- 2) the last college attended before admission to a UC campus was a California community college (excluding summer sessions); and
- 3) you have completed at least 30 semester (45 quarter) UC-transferable units at one or more California community colleges.

### Program Planning for Transfer to a UC Campus

Students planning to transfer to the University of California must keep the following requirements in mind when selecting courses:

1. Admission/Major Requirements:  
As indicated above, the University has a common set of requirements which specify minimum eligibility for admission as a transfer student. However, several campuses have additional requirements that may go well beyond minimum eligibility requirements, particularly where the number of applications exceeds the number of spaces available. Students should give first priority toward completing all lower-division requirements for the major. In many cases, completing a portion of the major requirements is essential to gain admission to the major at the junior level.
2. General Education/Breadth:  
Each school and college at every UC campus has its own general education, or breadth requirements designed to give students a broad background in a variety of academic areas. Students have the option of (1) completing the campus specific breadth requirements or (2) completing the Intersegmental General Education Transfer Core Curriculum (IGETC) outlined in the following section of this catalog.

A minimum of 120 units (180 quarter units) is required to complete a baccalaureate degree from the University of California. The University will award graduation credit for up to 70 semester (105 quarter) units of transferable coursework from a community college. Courses in excess of 70 semester units will receive subject credit and may be used to satisfy University subject requirements. Some campuses have limits on the number of transfer units that will be accepted. If your community college work is combined with credit from a four-year institution, there might be a problem. Please consult the Admissions Office at the UC campus that interests you.

In general, no UC course credit is given for a course completed after a more advanced course is completed in the same subject matter. Refer to [www.assist.org](http://www.assist.org) for the UC transferable course list for specific information regarding limitations on credit for transfer.

## Courses Accepted for Transfer to the University of California

### (Information Subject to Change)

The University of California Office of the President (UCOP) annually reviews Saddleback College course offerings to determine which courses are similar in nature, scope, and content to UC offerings. Saddleback College's UC-transferable course listings are available on ASSIST at [www.assist.org](http://www.assist.org). Saddleback College courses which do not appear on the UC Transfer Course Agreement (TCA) and are numbered from 1 to 99 are either pending UC transfer credit review by the UC Office of the President, or were not approved as UC-transferable. Consult with a Saddleback College counselor and refer often to ASSIST at [www.assist.org](http://www.assist.org).

## IGETC — The Intersegmental General Education Transfer Curriculum

### (Information Subject to Change)

The Intersegmental General Education Transfer Curriculum (IGETC) is a series of courses that community college students can use to satisfy lower-division general education requirements at any campus of the University of California (UC) or California State University (CSU). The IGETC will permit a student to transfer from Saddleback College to a campus in either of these university systems without the need, after transfer, to take additional lower-division general education courses to satisfy campus general education requirements.

Completion of the IGETC is not a requirement for admission to a CSU or UC campus, nor is it the only way to fulfill the lower-division general education requirements of CSU or UC prior to transfer. The IGETC is most advantageous for transfers who have not yet decided on a major or a campus. Once a student has identified a major, it is important to work toward fulfilling any required preparatory courses—particularly in those professional or “high unit” majors that select applicants on the basis of satisfaction of lower-division major requirements. It is important to note that this does not preclude a student from following IGETC. However, IGETC should not be done to the exclusion of completing any preparatory courses needed for admission to the major.

It is not advisable for transfers to engineering and science majors at any UC campus to use IGETC. Students entering “high unit” majors, such as those in the sciences, must be careful to complete any needed lower-division major preparation. For example, majors in the sciences not only have specific science prerequisites, but also substantial mathematics requirements. Some majors specifically prohibit the use of IGETC.

**Courses on the following IGETC list are approved for the 2015-2016 academic year and are subject to change. Students wishing to use a course to meet an IGETC requirement must be sure that the course is on the list during the academic year it is taken. For example, in the course listing below, CTVR 3[F'94] denotes that this course must have been completed in the Fall 1994 semester or later to receive IGETC credit. Courses and credit earned through alternative credit options may apply toward meeting eligibility requirements.**

All courses for IGETC must be completed with a grade of “C” or better. Grades of C- will not apply in any category.

### AREA 1 — ENGLISH COMMUNICATION

- A. English Composition:** ENG 1A or 1AH
- B. Critical Thinking-Composition:** ENG 1B—completed Summer 1992 or after, 1BH, ENG 70.



Because courses in this category must meet criteria reviewed by an intersegmental faculty committee, it is highly unlikely that courses taken at an institution other than a California community college will apply. The course must have been certified in the year when completed.

**C. Oral Communication:** SP 1 (required for CSU transfers only)

**AREA 2 — MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING**

(1 course required):

MATH 2\*\*, 3A\*\*, 3AH, 3B, 3C (formerly 4A), 4B, 6A, 6B, 7\*\*, 8\*\*, 9, 10, 11\*\*, 24, 26; PSYC 44 [F12].

**AREA 3—ARTS and HUMANITIES**

(At least three courses, nine semester units)

Select one course from the Arts, and one from the Humanities, and a third from either area.

**A. Arts courses:**

ARCH 12 [S07]; Art 4; ARTH 20 (formerly ART 20), 21 (formerly ART 21), 22 (formerly ART 22), 23 (formerly ART 23), 24 (formerly ART 24), 25 (formerly ART 25), 26 (formerly ART 26), 27 (formerly ART 27), 28 (formerly ART 28), 29 (formerly ART 29); CTVR 2, 3 (formerly CA 30) [F94], 5, 7, 9 (formerly CA 29) [S07]; DANC 64 (formerly PE/TA 64) [F96]; FA 20 [F94], 27; GD 1; MUS 20, 21 [F94], 23 [F94], 24, 25, 26, 27 [F94], 28 [F94], 29 [F94]; PHOT 25 [F94]; TA 20, 21, 25, 26

**B. Humanities courses:**

ARAB 2 [F10], 3 [S07], 4 [S07], 21 [^F95]; CHI 2 [F10], 3 [F07], 4 [F07], 21 [F95]; ENG 15A, 15B, 17A, 17B, 18, 19, 20, 21A, 21B, 21C [F95], 21D [F95], 21E [F95], 23A [F95], 23B [F95], 24 [F95], 25, 27A, 27B, 27C, 27D, 27E, 27F, 31 [F02], 35 [F92], 44 [F95], 46, 47, 50, 52 [F97], 54 [F95]; FR 2 [F10], 3, 4, 20 [F95-F07], ^21; GER 2 [F10], 3, 4, 21 [F95]; HEBR 2 [F10], 3 [F09], 4 [F09], 21 [F95]; HIST 4, 5, 18, 30\*, 40\*, 41\*, 60, 61\*† (prior to F95) 70\*, 71\*, 72\* [F01], 75†; HUM 1, 2 [F12], 3, 4, 10A, 10B, 21 [F94], 22 [F94], IDS 1 [F94], 2 [F94]; ITA 2 [F10], 3, 4, 21 [F95]; JA 2 [F10], ^3, ^4, 21 [F95]; KOR 2 [F09], 3, 4, 21 [F95]; PRSN 2 [F10], 3 [F05], 4 [F05]; PHIL 1, 3, 4, 10, 14, 15; PS 61\*† (prior to F95), 75\*†; PORT 2, 3, 4, 21 [F95]; SL 2 [F10], 3 (formerly 34) [F98], 4 (formerly 35) [F98]; SPAN 2 [F10], 3, 4, 20A (formerly 20) [F01], 20B [F01], 21A (formerly 21) [F01], 21B [F01] 21C [F09]

^Reinstated

Underlined courses are no longer offered at Saddleback College

‡Cross-referenced course

**AREA 4—SOCIAL and BEHAVIORAL SCIENCES**

(At least three courses, nine semester units required)

Courses from at least two disciplines (courses listed by discipline, e.g., Anthropology, Political Science).

ANTH 2, 3 [F03], 4 [S07], 5 [F08], 6 [F03], 7 [S07], 8 [F02], 9, 10 [F98], 13 [S07], 14 [F03], 15, 20\*\*† [F98], 21 [F92]; CD 7 (formerly CDES 7), CD 15 (formerly CDES 15); CTVR 1\* (formerly CA 1) [S07]; ECON 2, 4 (formerly 1), 6\* [F96], 11† [F00]; 20\*\* [F94]; ENV 1 [F01]; 6\* [F96]; ES (formerly CCS) 1 [F96], 2 [F96], 3, 10 [F98]; GEOG 2, 3, 38 [F10]; HIST 7\*\* [F96], 8\*\* [F96], 9 [S07], 10 [S07], 11 [S07], 12 [F02], 15 [S07], 16\*\*, 17\*\*, 18, 19, 20†, 21 [F92], 22\*\*, 25 [S07], 27 [F98], 28 [F98], 29, 30\*, 32 [S07], 33 [F01], 40\*, 41\*, 60, 61\*† [F92], 62 [F03], 63 [F03], 70\*, 71\*, 72\* [F01], 74 [F98], 75\*†, 80† [F00], 81 [F94]; HD 7†; JRN 1\* [S07]; PS 1, 2, 4, 10 [S07], 11† [F00], 12, 14, 21 [F98], 61\*† [F92], 75\*†, 80† [F00]; PSYC 1, 2, 3\* (prior to F12), 4, 5 [S06], 7, 16 [S07], 21 [F92], 30 †, 33 [S07], 37 [S07]; SOC 1, 2, 4, 5, 6 [F96], 10 [S05], 15 [F07], 20†, 21 [F92], 25 [S06], 30†; SP 20\*\*† [F98]; WS 10 [F92], 21 [F95], 31, 40 [F95]

Underlined courses are no longer offered at Saddleback College

‡Cross-referenced course

**AREA 5—PHYSICAL and BIOLOGICAL SCIENCES**

[Two courses and a minimum of seven units required]

Select one Physical Science course and one Biological Science course; at least one course must include a laboratory.

**Note:** •Lab courses.

**A. Physical Science courses:**

ASTR 1\* (prior to F94), 20, 20 and 25\*, 21† [F01], 45 [F01]; CHEM 1A\*\*\*, 1B\*\*\*, 3\*\*\*, 12A\* [S07], 12B\* [S07]; ENV 23\*†; GEOG 1, 1 and 1L\* [F99]; GEOL 1\*, 2\*, 3 [S05], 4 [S04], 5\*, 6\* [S07], 7 [S04], 20\*\*\*, 21† [F01], 23\*†; MS 4\*, 20\*; PHYS 2A\*\*\*, 2B\*\*\*, 3A\* [F00], 4A\*\*\*, 4B\*\*\*, 4C\*\*\* [S07], 20\*\*\*

**B. Biological Science courses:**

ANTH 1,1 and 1L\* [F98]; BIO 2\*, 3A\* (1A prior to F03), 3B\* (1B prior to F03), 3C\* [S07], 5\* (prior to F93), 6\* (prior to F94), 11\* [F93], 15\* [S07], 18\* [F99], 19\* [S05], 20\*\*\*, 28 [F13], 30, 31\*, 40; 43 [S07]; ENV 18\* [F99], 19\* [S05], 24\* [S07], Hort 20\* [F14], [PSYC 3\* [F10]

‡Cross-referenced course

**LANGUAGE OTHER THAN ENGLISH** (required for UC transfers only):

Proficiency equal to two years of study in one foreign language in high school with grades of "C" or better. (An official copy of the high school transcript must be on file in Admissions and Records at Saddleback College); or select one course from the following: ARAB 1 [F02], 2 [F05], 3 [F07], 4 [F07]; CHI 1, 1B, 2 [F05], 3 [F07], 4 [F07]; FR 1, 1B, 2 [F05], 3 [F05], 4 [F05]; GER 1, 1A & 1B, 2 [F05], 3 [F05], 4 [F05]; HEBR 1, 1A & 1B, 2 [F05], 3 [F09], 4 [F09]; ITA 1, 1B, 2 [F05], 3 [F05], 4 [F05]; JA 1, 1A & 1B, 2 [F05], 3 [F07], 4 [F07]; KOR 1 [F09], 2 [F09], 3, 4; PORT 1 [F12], 2 [F12], 3, 4; PRSN 1, 2 [F05], 3, 4; SPAN 1, 2 [F05], 3 [F05], 4 [F05], 6 [F05]; or SL 1 (formerly 32 prior to F98), 2 [F05], 3 (formerly 34) [F05], 4 (formerly 35) [F05]; OR students can fulfill the IGETC Language Other Than English (LOTE) proficiency requirement in one of the following ways **[Note:** The following information is subject to change):

- 1) Official high school transcripts showing 2 years of high school coursework in one language other than English with a grade of "C-" or better in the fourth or later semester ("C-" for high school coursework is calculated as a "C" grade by the UC);
- 2) Complete, with at least a grade of "C" or better, one semester of any IGETC approved language other than English course at Saddleback College, or completion of any college-level foreign language course (excluding conversation courses) considered by the college to be equivalent to 2 years of high school foreign language. IGETC approved coursework above the proficiency level (e.g., above Foreign Language Level 1 at Saddleback College) may also be used to satisfy LOTE requirements and may also be used to satisfy IGETC requirements in Area 3 (Humanities) if on the college's approved IGETC certification list.
- 3) Achieve a satisfactory score on the SAT Subject Test in languages other than English (see a counselor for required test scores).
- 4) Achieve a score of 3 or higher on the College Board Advanced Placement (AP) Examination in a language other than English.
- 5) Achieve a score of 5 or higher on an International Baccalaureate (IB) Higher Level Examination in a language other than English.
- 6) Satisfactorily complete a proficiency test administered by a community college, university or other college in a language other than English. The test must assess student proficiency at a level equivalent to at least two years of high school foreign language.

7. (a) Official records which verify completion, with "C" grades or better, two years of formal schooling at the sixth-grade level or higher in an institution where the language of instruction is not English; or
- (b) If secondary school was completed in a non-English-speaking country and the language of instruction at the secondary school was not English, LOTE can be certified for IGETC. The student must present official documentation of attendance at the secondary school.

Underlined courses are no longer offered at Saddleback College

#### **U.S. HISTORY, CONSTITUTION, AMERICAN IDEALS (CSU GRADUATION REQUIREMENT ONLY):**

Students transferring to a CSU campus should complete HIST 7\* or 8\* or 16\* or 17\* or 22\* and PS 1\* to meet the American Institutions Requirement in addition to minimum IGETC requirements. Application of the above courses to area 4 as well as to the American Institutions and Ideals requirement is at the discretion of the CSU campus.

\*Course may be listed in more than one area but shall not be certified in more than one area.

\*\*Indicates that UC course credit may be limited. No credit may be given for an introductory course if taken after a more advanced college course, e.g., BIO 20 or GEOL 20. Credit may be limited for courses with overlapping content, e.g., HIST 7, 8, 16, 17, and 22 or MATH 2, 7, and 8. Refer to the "Courses Accepted for Transfer to the University of California" listing in this section of the catalog, and ASSIST at [www.assist.org](http://www.assist.org) and the Counseling Services office at Saddleback College for additional information.

**Note:** Courses listed above were approved at the time of catalog publication. Because additional courses may be approved and requirements for subsequent years are subject to change, check with the Counseling Services office at Saddleback College for the latest information.

#### **Certification of IGETC Requirements**

It is important to remember that coursework taken at other certifying community colleges will be certified only in areas certified by the community college where the course was completed on an approved California Community College course list in the year it was taken. Courses completed at non-certifying colleges and universities will be certified only when deemed equivalent to courses on approved California Community College course list or approved by Saddleback College faculty as meeting IGETC content and rigor standards.

**Note:** Coursework from Irvine Valley College or other community colleges with the same course number and/or title may not always be certified in the same category at Saddleback College for IGETC. Also similar coursework from accredited independent or private colleges will not always be certified unless the course content is deemed equivalent to courses on an approved California Community College course list or approved by Saddleback College faculty as meeting IGETC content and academic rigor standards.

#### **Partial Certification of IGETC Requirements**

Student may be partially certified if deficient no more than two courses. If partially certified, the student has the option of completing the one or two remaining courses at another community college or at the transfer institution until the beginning of the second year of transfer. Warning: Students need Area 1 and 2 completed to meet minimum transfer admission requirements. Therefore, partial certification that acknowledges a deficiency in Area 1 and/or 2 may also indicate a student does not meet minimum transfer requirements.

## **University of California General Education Breadth Requirements**

As previously indicated, each University of California (UC) campus has unique graduation requirements. Articulation agreements listing equivalent Saddleback courses meeting general education breadth requirements for UC campuses are available in the Counseling Services office or refer to ASSIST website at [www.assist.org](http://www.assist.org)

Articulation agreement information regarding course-to-course and major requirements for UC campuses is also available on ASSIST.

## **University of California Transfer Admission Programs**

The UC campuses offer a variety of programs in support of transfer admission, particularly for community college students. Inquire in the Counseling Services office or the Transfer Center for information regarding the Transfer Admissions Guarantee (TAG) program with all UC campuses except UC Berkeley, UC Los Angeles, and UC San Diego. In addition, students completing the Honors Program at Saddleback College are eligible for priority or guaranteed admission to participating UC campuses such as UC Irvine (Honors to Honors Program), or UC Los Angeles (Transfer Alliance Program). For more information on available Honors UC transfer admissions programs, visit the Saddleback College Honors Program website: [www.saddleback.edu/honors/honors-transfer](http://www.saddleback.edu/honors/honors-transfer) or contact the Transfer Center.

## **Independent California Colleges and Universities**

There are over 77 fully accredited independent colleges and universities currently affiliated with the Association of Independent California Colleges and Universities (AICCU) providing a host of options at undergraduate, graduate, and professional levels for students planning to continue their education beyond Saddleback College. There are many other private colleges and universities which are not affiliated with AICCU as well. Admissions policies vary widely from one school to another, and virtually all institutions give full credit for general education courses and usually for courses designated for transfer by the community college. A good rule to follow for independent colleges as well as for out-of-state institutions is to expect full credit for courses which are parallel in scope and content to courses offered for credit to lower-division "native" students at those institutions. Articulation agreements for many independent institutions are available in the Counseling Services office.

Independent colleges are flexible in admission policies and in awarding credit. They invite interested students to make an appointment with their Office of Admissions in order to discuss transfer opportunities on a personal basis.

Financial aid may be a primary factor in considering attending an independent college. Many students cut the cost in half by attending the community college for the lower-division program. Information on financial aid is available from financial aid offices on independent college campuses as well as in the Financial Aid office at Saddleback College.

**Students are advised to refer to the AICCU's website at [www.aiccu.edu](http://www.aiccu.edu)**

The following examples are illustrative of the variability of general education options for representative campuses accepting IGETC (IGETC/UC and/or IGETC/CSU options) and/or the CSU G.E. Certification pattern. The options listed for the example campuses are based upon information available at the time of catalog publication and are subject to change.

<b>Example Campus</b>	<b>CSU G.E.</b>	<b>(CSU)IGETC</b>	<b>(UC)IGETC</b>
<i>Azusa Pacific Univ.</i>		X+	
<i>Biola Univ.</i>		X+	
<i>Chapman Univ.</i>	X+	X+	X+
<i>Concordia Univ.</i>	X+	X+	X+
<i>Dominican College San Rafael</i>		X+	
<i>Golden Gate University</i>		X	
<i>Hope Int'l. Univ.</i>		X*+	X+
<i>Otis College – Art &amp; Design</i>		X+	
<i>Univ. of the Pacific</i>	X	X	X
<i>Univ. of Phoenix</i>	X+	X+	X+
<i>Univ. of San Francisco</i>		X+	
<i>Vanguard University</i>		X+	

**\*Campus preferred option**

+Requires additional G.E. requirements. For details, refer to the catalog for the college of choice, or contact the Counseling Services office at Saddleback College.

Students are advised to refer to the transfer college of choice catalog, website, and contact their admissions office for details regarding campus-specific general education requirements and options.

## Transfer Information Online

The following websites provide detailed information on the transfer process to the University of California and California State University systems.

**[www.assist.org](http://www.assist.org)**

ASSIST is the official California statewide database listing a selection of campus approved transfer agreements, general education requirements, and information on UC and CSU transferable courses. It is recommended that students contact a Saddleback College Counselor for more detailed information on utilizing ASSIST information in their academic plan.

**[www.csumentor.edu](http://www.csumentor.edu)**

The official Cal State University site contains a wealth of information about all 23 CSU campuses including academic requirements, financial aid and the online admissions application.

**[admission.universityofcalifornia.edu](http://admission.universityofcalifornia.edu)**

University of California information and online application.

**[www.californiacolleges.edu](http://www.californiacolleges.edu)**

Developed in collaboration with the California State University (CSU) and University of California (UC) to allow students to obtain information about higher education opportunities in California.



## Announcement of Courses

### Course Numbering System Defined

Unless exceptions are noted following the course description in the college catalog, the following numbering system governs the applicability of courses toward completion of programs.

Grade Point Averages (GPA) are computed on degree applicable courses numbered 1 through 299.

**1-299:** Courses intended for associate degrees, occupational skills awards, and transfer purposes.

**1-99** Courses which are parallel to baccalaureate-level courses that generally transfer to both CSU and UC. Exceptions to this rule are noted following the course description; in such cases, students should refer to the UC Course Agreement for details regarding credit limitations. UC transferable courses do not necessarily apply toward major credit. Students should consult a counselor and/or visit [www.assist.org](http://www.assist.org) for information about course articulation for a particular major.

**100-199** Courses which are parallel to baccalaureate-level courses that generally transfer to CSU but not to the UC.

**200-299** Courses that are typically intended for certificate and associate degree programs or for skill development related to both basic skills and employment. Courses from several disciplines may be offered in this category of interest and provide value to all ages, but particularly to the mid-life and older-adult student. Course content is related to both skill development and acquisition of knowledge for second-career and personal development. These courses may occasionally carry transfer credit to four-year institutions, however, the receiving institution makes the determination whether to accept the course.

**300-399** Basic skills courses. Courses in this range completed Fall 1988 and later are not applicable to associate degrees or certificates, nor do they carry transfer credit to four-year institutions. These courses do not count toward the 60-unit requirement for graduation and are not used in calculating students' grade point averages for associate degrees or certificates. A state-imposed restriction limits students to taking no more than 30 units of basic skills courses.

**400-499** Courses which generally provide vocational training but are not degree applicable. Many of these courses are open-entry/open-exit and/or are scheduled for less than a full semester.

**800-999** Courses which generally provide learning center hours that require concurrent enrollment in a designated course. These courses are traditionally offered in conjunction with English as a Second Language (ESL) and International Language courses to provide enhancement and practice skill in the associated course.

**Emeritus Courses:** Courses that are typically designed for older adults. These courses do not apply toward degrees or certificates and do not carry transfer credit to four-year institutions.

### Prerequisites, Corequisites, Limitations, and Recommended Preparations

(Title 5 §55000 Article 1)

**Prerequisites, Corequisites, and Limitations on Enrollment** are enforced as conditions of enrollment. Failure to comply with these stated requirements may result in a student being involuntarily dropped from a course in accordance with Title 5.

**Prerequisite** means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. In accordance with Title 5 prerequisite courses must be completed with a satisfactory grade (defined as A, B, C, P, or CR in section 55023) in order to enroll in the course requiring the prerequisite. State laws require the enforcement of prerequisites therefore a student will be blocked from enrolling or dropped from a course if the student has not met the stated prerequisite. As of Fall 1995, any student enrolling in a designated course with a prerequisite must show evidence of completion of the prerequisite course or the equivalent with a satisfactory grade or complete the appeals process. For further information, contact the Matriculation Office.

**Corequisite** means a condition of enrollment that requires a student to concurrently enroll in one course as a condition of enrollment in another course. Corequisites are enforced and a student will be blocked from enrolling in a course if they do not simultaneously enroll in its stated corequisite course.

**Limitation on Enrollment** means a condition of enrollment which limits how students qualify for a particular course or program. Limitations on enrollment include auditions, physical examination by a doctor, and/or admission to a particular program. Limitations on enrollment are enforced and a student will be blocked from enrolling if the stated limitation has not been met.

**Advisory or Recommended Preparation** means a condition of enrollment that a student is advised, but not required, to meet prior to or in conjunction with enrollment in a course or educational program. Students who have had training or experience which they feel is equivalent to the recommended preparation may enroll in the course level appropriate with their experience. Concerns about enrolling in courses with recommended preparation should be discussed with the instructor, dean, or a counselor.

### Coursework Standards and Expectations

In a lecture class, the preponderance of the student's work is done outside of class — e.g., reading, working on assignments, writing papers, preparing for class, and/or performing other required homework or coursework. A typical three-unit lecture class requires at least six additional hours of student work per week.

In a laboratory class, the majority of the student's work is done in class. A lab class may require additional hours of student work per week.

In a learning center, virtually all of the student's work may be done in class.

In all cases, students carrying a full-time class load of 15 units should expect average workloads of 45 hours per week, inclusive of time spent in class.

### Repeatable Course Models

(Also see Course Repeatability and Repetition in the Registration and Academic Regulations sections of this catalog)

State regulations (Title 5, sections 55040-55045) restrict the number of times a student may enroll in a course within a community college district. Most credit courses are designated as "non-repeatable" in accordance with Title 5 thereby limiting students

to a single enrollment if the student receives a satisfactory grade (A, B, C, P, or CR) or an Incomplete; if a student received a substandard grade (D, F, or NP (NC)) in a non-repeatable course they may enroll in the course again to alleviate that substandard grade. Students are limited to a maximum of three enrollments in non-repeatable courses. Any enrollments beyond the student's initial enrollment are only permitted to alleviate a substandard grade; once a satisfactory grade has been earned the student will be ineligible to enroll in the course again. A student may request to have the substandard grade disregarded in the computation of their GPA by submitting a Request for Transcript Repeat Notation to the Office of Admissions and Records; see the Academic Regulations section of this catalog for more information.

For exceptions to these rules — including significant lapse of time, extenuating circumstances, legally mandated training, significant change in industry or licensure standards, and special classes for students with disabilities — see Repeatability and Repetition in the Academic Regulations section of this catalog.

Those courses that do allow for more than one enrollment are designated with an "R" code (R-A, R-E, R-I, or R-99) at the end of the course description as well as a number, which specifies the maximum number of times a student may enroll in a course. For example, "R-E-3" means that after the initial enrollment a student is permitted to enroll a maximum of three additional times. Students registering in a course not identified as repeatable

or repeating a course more often than permissible will be withdrawn from the course.

Once a student has taken a more advanced course they cannot go back and repeat a lower-level course.

**Repeatable models are as follows:**

**Model A (R-A):** These are separate and distinct courses in a skill-building sequence. Any combination of courses within the sequence (beginning, intermediate, advanced) may be taken a maximum of four times combined.

**Model E (R-E):** A course with this designation has one course number and title but has a different syllabus each time it is offered. The course may be taken a specified number of times (not to exceed four) to afford development through supervised practice or group assignments.

**Model I (R-I):** These courses often have a number of versions with varying unit values. A student may repeat the course up to the maximum number of units as specified in the course description in the catalog.

**R-99:** Non-credit courses; these primarily include continuing education courses for older adults (Emeritus Institute).

**NR:** The course **may not be repeated.**

**Reading Course Descriptions**

If no prerequisite is noted, none is required; and any student may enroll in the course.

Units of credit.

The term "open-entry/open-exit" refers to courses in which students enroll at different times and complete at various times or at various paces within a semester.

Prerequisite: mastery of subject at a certain level is necessary for success in this class.

Corequisite: concurrent (simultaneous) enrollment in or prior successful completion of a companion course and/or lab is required.

Recommended preparation: certain preparation is advised, although not required before students enter the course.

**Course ID**  
**ENG 210**  
**WRITING CENTER**  
**Course Title**  
**0.5 Unit; 1.5 hours learning center**

The Writing Center is designed to be taken in conjunction with any college course requiring written assignments inclusive of but not limited to, courses in the social and behavioral sciences; liberal arts; health sciences; and fine arts. Emphasizes individualized instruction and writing skills. Specific course content varies with student need and ability. This course is offered as an open-entry/open-exit course. This course is offered on a pass/no pass basis. *NR*

**MUS 148**  
**JAZZ ENSEMBLE**  
**2 Units; 2 hours lecture; 2 hours lab**  
*Transfers: CSU*

Studies historically important and current large ensemble jazz music. Provides practical experience in organizing a variety of instrumental combinations. Practice in standard jazz ensemble phrasing and improvisation. The jazz ensemble will perform at different functions and may perform with nationally-known guest artists. Offered as open-entry/open-exit. Students are limited to a combined total of four enrollments in MUS 148, 241, and 242. *R-E-3*

**N 173**  
**NURSING CARE OF CHILDREN AND FAMILIES LAB**  
**2 Units; 6 hours lab**  
*Transfers: CSU*  
*Prerequisite: N 161 and 172 with a grade of "C" or better*  
*Limitation: Official admission to the nursing program*  
*Corequisite: N 173 Lecture*  
*Recommended Preparation: HSC 228 and N 245*

Focuses on the integration and application of the nursing process in providing nursing care for neonates, infants, children and adolescents and their families/significant others. Emphasis is on a family centered approach to nursing care, communication, health education, health promotion, illness prevention, and adaptation. Principles of nutrition, medication/fluid administration, physiology, growth and development, comforting/pain management, advocacy, and concepts of diversity/culturally competent care for US cultural and ethnic groups are integrated. *NR*

Weekly class hours (lecture, laboratory, and/or learning center).

Course may not be taken for a letter grade.

Limitation on course repeatability and credit accumulation.

Students may not exceed four enrollments in courses related in content and may be permitted fewer than four if each course results in a passing grade on the first attempt and the courses in a category are not repeatable.

Limitation on enrollment: special conditions apply for entry into a course.

Course may not be repeated.

## Enrollment Limitations for Active Participatory Courses That Are Related in Content

In accordance with Title 5 § 55040(c) students are limited to a maximum of four enrollments in a given group of active participatory courses, as defined in section 55000, in the areas of 1) physical education, 2) visual arts or 3) performing arts when such courses are determined to be related in content.

**All enrollments in courses identified as related in content in the tables below count toward the maximum limitation of four enrollments per category. The limitation of four enrollments in a category applies even if a student receives a substandard grade or "W" during one or more of the enrollments in a designated course or petitions for repetition due to extenuating circumstances as provided in Title 5 § 55045. The limitation applies even if one or all of the courses in a category is designated as repeatable. The limitation applies districtwide, so if a student takes a comparable course at Irvine Valley College it will count against his or her four enrollments in a given category. Finally, the four enrollment limitation in a category is enforced across all previous enrollments.**

For example, the Ballet category in the Dance table is comprised of five courses related in content: Introduction to Ballet, Ballet Dancing

Level I, Intermediate Ballet, Pointe Ballet, and Advanced Ballet. Under the current guidelines students are limited to four total aggregate enrollments in these five courses. Examples of ways a student might utilize these four total aggregate enrollments permissible in the Ballet category include: 1) a student may enroll in four courses out of the five courses in the Ballet category one time each; 2) the student could enroll in Intermediate Ballet once, Pointe Ballet once, and Advanced Ballet twice if they possess the necessary skill level to begin beyond the introductory stage; or 3) because Advanced Ballet is repeatable three times a student could potentially use all four enrollment allocations for just that course. Regardless of whether the student uses all four enrollments in one course, one enrollment in each of four courses, or four enrollments in some combination of courses, he or she may not exceed a maximum of four enrollments in courses within the Ballet category.

The organization of courses related in content into the categories identified in the tables below was approved by Saddleback College's Curriculum Committee following consultation with the respective department chairs.

### ART

Category	Courses
Ceramics – Handbuilding	ART 10 ART 216 ART 217
Ceramics – Wheel	ART 11 ART 12 ART 13
Drawing	ART 80 ART 81 ART 82
Drawing from the Live Model	ART 85 ART 87
Foundation and Design	ART 40 ART 41 ART 42
Jewelry	ART 228 ART 229 ART 230 ART 231
Life Sculpture	ART 78 ART 79
Painting	ART 50 ART 51 ART 52 ART 250
Painting from the Live Model	ART 53 ART 54

### ART (continued)

Category	Courses
Relief Printmaking	ART 60 ART 61 ART 62 ART 164
Watercolor	ART 57 ART 58 ART 59 ART 261

### DANCE

Category	Courses
Aerobics	KNES 1 KNES 3 KNES 7 KNES 8 KNES 50 KNES 16 (formerly KNES 116) DANC 77 (formerly DANC 177)
Ballet	DANC 51 DANC 52 DANC 53 DANC 67 DANC 71 (formerly DANC 171)
Dance Rehearsal & Performance	DANC 9 DANC 10 DANC 11 DANC 12 (formerly DANC 112) DANC 14 (formerly DANC 114)

**DANCE** *(continued)*

Category	Courses
Hip Hop	DANC 78 (formerly DANC 178) DANC 79 DANC 80 DANC 81
Jazz Dance	DANC 57 DANC 58 DANC 59 DANC 73 (formerly DANC 173)
Latin Dance	DANC 66 DANC 70 (formerly DANC 170)
Modern Dance	DANC 54 DANC 55 DANC 56 DANC 72 (formerly DANC 172)
Pilates/Conditioning	KNES 9 DANC 63 TA 63 (no longer offered effective 2012) KNES/DANC 65 KNES/DANC 38 (formerly KNES/ DANC 138)
Repertory	DANC 15 (formerly DANC 115) DANC 16 (formerly DANC 116) DANC 17 DANC 18
Social Dance	DANC 68 DANC 69 (formerly DANC 169)
Tap	DANC 60 DANC 61 DANC 62 DANC 75 (formerly DANC 175)
Yoga	KNES 28 KNES 39 (formerly KNES 139) KNES 40 DANC 28 (formerly DANC 128)

**KINESIOLOGY**

Category	Courses
Aerobics	KNES 1 KNES 3 KNES 7 KNES 8 KNES 50 KNES 16 (formerly KNES 116) DANC 77 (formerly DANC 177)
Aikido	KNES 94 KNES 95 (formerly KNES 195) KNES 96
Athletic Training	KNES 56 KNES 59 (formerly KNES 159)
Baseball	KNES 79 KNES 82
Basketball	KNES 70 KNES 71
Bowling	KNES 17 KNES 18
Cycling/Spinning	KNES 19 KNES 15 (formerly KNES 115)
Fitness Training	KNES 2 KNES 10 (formerly KNES 110) KNES 31 KNES 66
Golf	KNES 20 KNES 21 KNES 22 KNES 23
Martial Arts	KNES 90 KNES 91 (formerly KNES 191) KNES 93 KNES 97 (formerly KNES 197)
Pep Squad	KNES 57 KNES 58 (formerly KNES 158)
Pilates/Conditioning	KNES 9 DANC 63 TA 63 (no longer offered effective 2012) KNES/DANC 65 KNES/DANC 38 (formerly KNES/ DANC 138)

**KINESIOLOGY** *(continued)*

Category	Courses
Soccer	KNES 72 KNES 73
Softball	KNES 74 KNES 83
Surfing	KNES 33 KNES 34 KNES 35 KNES 36
Swimming	KNES 41 KNES 42 KNES 43 KNES 44 KNES 49
Tai Chi/Qigong	KNES 29 KNES 37 <i>(formerly KNES 137)</i> KNES 98 <i>(formerly KNES 198)</i>
Tennis	KNES 24 KNES 25 KNES 26 KNES 27
Volleyball	KNES 76 KNES 77 KNES 78 KNES 81 KNES 84 <i>(formerly KNES 184)</i> KNES 85 <i>(formerly KNES 185)</i>
Walking/Hiking	KNES 68 KNES 69 KNES 86 <i>(formerly KNES 186)</i>
Weight Lifting	KNES 4 KNES 5 KNES 6
Yoga	KNES 28 KNES 39 <i>(formerly KNES 139)</i> KNES 40 DANC 28 <i>(formerly DANC 128)</i>

**MUSIC**

Category	Courses
Band	MUS 44 <i>(no longer offered effective Fall 2014)</i> MUS 47 MUS 246 MUS 247

**MUSIC** *(continued)*

Category	Courses
Chamber Music	MUS 63 MUS 66 MUS 266
Choral/Orchestral Ensembles	MUS 31 <i>(no longer offered 2015)</i> MUS 32 <i>(no longer offered 2015)</i> MUS 33 MUS 232 MUS 233 MUS 234
Commercial Music Ensembles	MUS 39 <i>(formerly MUS 122)</i> MUS 182 MUS 184 MUS 187
Guitar	MUS 60 MUS 61 MUS 62 MUS 173 MUS 260
Harpichord	MUS 86 <i>(formerly MUS 106)</i> MUS 87 <i>(formerly MUS 107)</i> MUS 88 <i>(formerly MUS 108)</i> MUS 89 <i>(formerly MUS 109)</i>
Jazz	MUS 46 MUS 240 MUS 297
Jazz Ensemble	MUS 148 MUS 241 MUS 242
Jazz Piano	MUS 252A <i>(formerly MUS 252)</i> MUS 252B MUS 252C
Keyboard Literature	MUS 58 MUS 78 <i>(formerly MUS 180)</i> MUS 181 MUS 253 MUS 255 MUS 257
Music Appreciation	MUS 20 MUS 23 MUS 24
Music Composition	MUS 14 MUS 15 MUS 119



**MUSIC** *(continued)*

Category	Courses
Music History	MUS 25 MUS 26 MUS 27 MUS 28
Music Production	MUS 118 CTVR 118 <i>(formerly CA 118; no longer offered effective Fall 2014)</i> MUS 130 MUS 131 MUS 132
Musicianship	MUS 92 MUS 93 MUS 94 <i>(formerly MUS 194)</i>
Organ	MUS 96 <i>(formerly MUS 102)</i> MUS 97 <i>(formerly MUS 103)</i> MUS 98 <i>(formerly MUS 104)</i> MUS 99 <i>(formerly MUS 105)</i>
Piano	MUS 54A <i>(formerly MUS 54)</i> MUS 54B MUS 55A <i>(formerly MUS 55)</i> MUS 55B MUS 56
Piano Ensemble	MUS 64 MUS 65
Piano Pedagogy	MUS 178 MUS 179 MUS 256
Vocal Ensemble	MUS 34 MUS 35
Voice	MUS 80 MUS 81 MUS 82

**THEATRE ARTS**

Category	Courses
Acting and Scene Study	TA 1 TA 2 TA 3 TA 4 TA 5 <i>(no longer offered effective Fall 2014)</i>

**THEATRE ARTS** *(continued)*

Category	Courses
Advanced Acting Techniques	TA 11 TA 35 SP 35 <i>(no longer offered effective Fall 2010)</i> TA 136 TA 290 <i>(formerly TA 7)</i>
Audition and Interview Techniques	TA 108 TA 211 TA 214
Musical Theatre Study	TA 10 TA 210 TA 212
Rehearsal and Performance	TA 15 TA 16 TA 17 TA 18 TA 19 TA 113 TA 125
Summer Conservatory	TA 250 TA 251 TA 252 TA 253 TA 254 TA 255
Theatre Interpretation	SP 30 TA 30 <i>(no longer offered effective Fall 2015)</i> SP 32 TA 32 <i>(no longer offered effective Fall 2015)</i>



## Accounting

### ACCT 1A FINANCIAL ACCOUNTING 4 Units; 4 hours lecture; 1 hour lab

*Transfers: CSU, UC*

The study of accounting as an information system, examining why it is important, and how it is used by investors and creditors to make decisions. Includes the accounting information system and the recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the classified financial statements, and statement analysis. Asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls and ethics are covered. *NR*

### ACCT 1B MANAGERIAL ACCOUNTING 4 Units; 4 hours lecture; 1 hour lab

*Transfers: CSU, UC*

*Prerequisite: ACCT 1A*

The study of the use and reporting of accounting data for managerial planning, cost control, and decision making purposes. Includes broad coverage of concepts, classifications, and behaviors of costs. Topics include cost systems, the analysis and use of cost information, cost-volume-profit analysis, contribution margin, profit planning, standard costs, relevant costs and capital budgeting. *NR*

### ACCT 120 INTRODUCTION TO FINANCIAL PLANNING 3 Units; 3 hours lecture

*Transfers: CSU*

Major topics include money and credit management, comprehensive insurance coverage, and analyzing and developing management tools and strategies for personal investing. Covers investing in common and preferred stock, government and corporate bonds, mutual funds, real estate, and other financial securities. Lifelong financial planning, pension, retirement, and estate planning issues are addressed. Covers the structure and operation of financial markets as well as financial and investment information gathering. The effects of achieving/not achieving financial security on psychological and physiological health are examined. *NR*

### ACCT 202A INTERMEDIATE ACCOUNTING I 3 Units; 3 hours lecture

*Prerequisite: ACCT 1A*

*Recommended Preparation: ACCT 1B*

Review of fundamental accounting processes; in-depth studies of working capital involving cash and temporary investments, receivables, inventory evaluation procedures and current liabilities; stock investments. *NR*

### ACCT 202B INTERMEDIATE ACCOUNTING II 3 Units; 3 hours lecture

*Prerequisite: ACCT 1A*

*Recommended Preparation: ACCT 202A*

Continued in-depth studies of noncurrent assets and liabilities including investments in bonds, bond redemption funds; plant and equipment acquisition; use and retirement problems; paid-in capital and retained earnings; analytical processes relating to statement analysis, comparative data, ratios, and measurements; funds-flow and cost-flow reporting. *NR*

### ACCT 203 COST ACCOUNTING 3 Units; 3 hours lecture

*Prerequisite: ACCT 1B*

Survey of cost accounting; job-order, process, and standard cost concepts; emphasis on costing methods for materials, labor, and factory overhead; preparation and analysis of financial statements rendered from cost data. *NR*

### ACCT 210 ACCOUNTING ETHICS 4 Units; 4 hours lecture

*Prerequisite: ACCT 1B*

Designed to expose students to a comprehensive coverage of ethical and professional issues encountered by accounting professionals. Prepares students to meet part of the Ethics requirement for becoming a Certified Public Accountant in the State of California. Primarily focuses on ethics pertaining to the Accounting profession. Study of the ethical framework includes the American Institute of Certified Public Accountants (AICPA) Code of Professional Ethics, Audit Responsibilities and Accounting Fraud, Legal and Regulatory Obligations, Earnings Quality, Corporate Governance, and International Financial Reporting. *NR*

### ACCT 214 BUSINESS ANALYSIS AND CALCULATIONS 3 Units; 3 hours lecture

Reviews mathematics used to solve typical business problems including simple interest, compound interest, installment sales, trade and cash discounts, markup percents, pricing, discounting notes and drafts, depreciation, taxes, insurance, statistics, stocks and bonds, and distribution of ownership and profits. *NR*

### ACCT 215 GENERAL ACCOUNTING 3 Units; 3 hours lecture

Basic theory and principles of elementary accounting applicable to a single-proprietorship business. Practical application of accounting theory to the accounting cycles of service and merchandising business enterprises: bookkeeping practice; debit and credit practice; books of original entry; ledgers, working papers, adjusting and closing entries; income statement, balance sheet, and statement of owners equity, cash, payroll, special journals, merchandising firms. Recommended for students needing a bookkeeping foundation before enrolling in ACCT 1A, and for retailing, sales and merchandising, and office administration majors. *NR*

### ACCT 216 INDIVIDUAL INCOME TAX 4 Units; 4 hours lecture

*Recommended Preparation: ACCT 1A*

Provides an introduction to Federal and California state income tax rules and regulations. Practical applications of the Internal Revenue Code and Franchise Tax Board rules and regulations pertaining to the taxation of individuals are presented. *NR*

### ACCT 217 PARTNERSHIP AND CORPORATE TAXATION 3 Units; 3 hours lecture

*Recommended Preparation: ACCT 1A and 216*

Designed to provide an introduction to Federal and California state corporate and partnership income tax rules and regulations. Practical applications of the Internal Revenue Code and Franchise Tax Board rules and regulations pertaining to the taxation of partnerships and corporations are presented. *NR*

**ACCT 221  
ACCOUNTING INFORMATION  
SYSTEMS**

**3 Units; 3 hours lecture**

*Prerequisite: ACCT 1B*

Familiarization to accounting information systems development process. Analysis, design, development, and implementation of accounting information systems. Automation of accounting information systems studied through the use and application of computers. *NR*

**ACCT 235  
ENTREPRENEURIAL  
ACCOUNTING**

**3 Units; 3 hours lecture**

Basic accounting course for the entrepreneur that provides the participant with financial statement analysis, tax and implications of decision-making. Assist in determining financing needs and options to facilitate continued operations as well as future growth. Assist in determining the appropriate computer hardware and software system necessary for the accounting needs of the business. The student will learn the necessary skills to use accounting software to set up accounts and manage the financial aspect of the business. *NR*

**ACCT 275  
AUDITING**

**3 Units; 3 hours lecture**

*Prerequisite: ACCT 1B*

*Recommended Preparation:  
ACCT 202A*

Examines the use of financial statement audits and details the audit process. Topics include professional responsibilities of auditors, audit design, sampling approaches, substantive testing, and testing controls. *NR*

## Anthropology

**ANTH 1  
BIOLOGICAL ANTHROPOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to the study of human evolution and human variation. Topics include evolutionary theory, molecular, Mendelian and population genetics, primate evolution and behavior, fossil evidence, human variation, and the evolution of human behavior. *NR*

**ANTH 1L  
BIOLOGICAL ANTHROPOLOGY  
LABORATORY**

**1 Unit; 3 hours lab**

*Transfers: CSU, UC*

*Prerequisite: Must be taken concurrently with ANTH 1 or within one year after completing ANTH 1*

An introductory course in micro-macro evolutionary theory, primatology, and the paleoanthropological fossil record. Primary focus is on human variation and evolution. This course provides students with a detailed study of material discussed in the biological anthropology lecture class that include lab practicum on human skeletal anatomy, comparative anatomy of hominin species and extinct and extant species of primates. *NR*

**ANTH 2  
CULTURAL ANTHROPOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to the comparative study of culture and society. Includes an examination of human universals and diversity in cultures around the world. Topics include social structure, religion, ritual, family life, economics, and political organization. *NR*

**ANTH 3  
CULTURE AND LANGUAGE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
ANTH 2*

An examination of the complex relationship between culture and language. Topics include the structure of language, language acquisition, the origin of language, bilingualism, non-verbal communication, language change, and linguistic diversity. *NR*

**ANTH 4  
NATIVE AMERICAN INDIAN  
CULTURES**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to and broad survey of Native American cultures within the borders of the United States. Examines the histories and cultures of Native Americans from the pre-conquest period to the present. Topics include religious beliefs, socio-political organization, representations of Indians, and Indian-white relations. *NR*

**ANTH 5  
ANTHROPOLOGY OF LATIN  
AMERICA: CULTURE, IDENTITY,  
AND POWER**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An overview of key issues in the anthropology of Latin America, with an emphasis on cultural practices, identity formation, and the exercise of power. Major themes include the intersection of race, class and gender; violence and terror; forms of transgression; and resistance and change. *NR*

**ANTH 6  
GLOBAL ISSUES IN  
ANTHROPOLOGICAL  
PERSPECTIVE**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
ANTH 2*

Explores anthropological perspectives on issues of importance in an increasingly global society. Topics include culture contact, culture change, ethnic conflict, religion and religious diversity, development and globalization. *NR*

**ANTH 7  
INDIANS OF SOUTHERN  
CALIFORNIA**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A comprehensive study of the Indians of Southern California taking into account archaeological evidence, historical aspects, and an examination of their present day status. *NR*

**ANTH 8  
WORLD PREHISTORY**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to archaeology and the prehistory of humankind from the earliest traces of hominid evolution to emergence of state-level societies. Explores prehistoric human behavior and its variability over the past five million years emphasizing major prehistoric events such as the origin of modern humans, the Upper Paleolithic, the advent of agriculture, and the rise of social complexity. *NR*

**ANTH 9  
INTRODUCTION TO  
ARCHAEOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

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. *NR*

**ANTH 10  
CELTIC CULTURES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An overview of Celtic cultures throughout the world including archaeological evidence, social and economic structures, belief systems, language, and arts. *NR*

**ANTH 13  
MAGIC, WITCHCRAFT, AND  
RELIGION**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to the anthropological study of religious beliefs and practices. The course examines several key topics in the study of religion such as mythology, symbolism, ritual, healing practices, altered states of consciousness, magic, and witchcraft, as well as the impact of religion on society, politics, and economics. *NR*

**ANTH 14  
INTRODUCTION TO VISUAL  
CULTURE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to the anthropological use and critique of film, photography, and other visual mediums in the portrayal of culture(s). Questions of the role of power in representational practices will be addressed. *NR*

**ANTH 15  
THE WORLD OF PRIMATES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to primates and primatology, including species diversity, ecology, primate behavior, and conservation. Topics include communication, hierarchies, male-female interaction, protocultural behavior, social learning, tool use, play, cognition, & self-awareness. *NR*

**ANTH 16  
ARCHAEOLOGICAL FIELD  
METHODS**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:  
ANTH 9*

An introduction to archaeological field and laboratory methods. Students will be introduced to the techniques of excavation, the recording of artifacts, and the analysis and interpretation of sites and excavated materials. Practical field exercises, laboratory analysis, and mandatory field trips are included. *NR*

**ANTH 17  
THE BIOLOGICAL EVOLUTION  
OF HUMAN NATURE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An analysis of what it is to be human based on the works of Lamarck, Darwin, Spencer and others core to the development of natural selection and biological determinism. Works through the concepts of the 20th century, including social Darwinism through the current trends in the evolutionary study of human behavior. Particular emphasis will be placed on the evolution of cooperation and the interaction of biological adaptation and culture in human biological and socio-cultural diversity. *NR*

**ANTH 19  
FORENSIC ANTHROPOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
ANTH 1*

An introduction to the methods, techniques, and procedures of forensic anthropology. Topics include human osteology, biological variation, taphonomy, and personal identification in the study of human remains for medico-legal purposes (formerly ANTH 100). *NR*

**ANTH 21  
WOMEN, GENDER, AND  
CULTURE: CROSS-CULTURAL  
PERSPECTIVES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An anthropological approach to the cross-cultural study of women and gender. Focus is thematic and comparative, and will include topics such as gender identity, sexuality, the sexual division of labor, the politics of reproduction, childcare, and globalization. *NR*

**Applied  
Psychology**  
**(SEE COUNSELING)**

**Arabic**

**ARAB 1  
ELEMENTARY ARABIC**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Corequisite: ARAB 901*

*Recommended Preparation:*

*College-level reading ability*

Designed to develop the fundamentals of communicative competence in daily spoken Arabic. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Arabic. *NR*

**ARAB 2  
ELEMENTARY ARABIC**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: ARAB 1 or two  
years of high school Arabic.*

*Corequisite: ARAB 902*

Designed to further the fundamentals of communicative competence in daily spoken Arabic. Although the focus remains on listening, comprehension, and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**ARAB 3  
INTERMEDIATE ARABIC**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: ARAB 2 or three  
years of high school Arabic*

*Corequisite: ARAB 903*

Intermediate level course focuses on fluency on reading, writing, speaking, and listening. Continues the study of Arabic culture. *NR*

**ARAB 4  
INTERMEDIATE ARABIC**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: ARAB 3 or four  
years of high school Arabic*

*Corequisite: ARAB 904*

Emphasizes fluency in speaking, reading, writing, and comprehension of Arabic. Includes selected readings and discussions from the basic four genres in Arabic and Arabic-American literature, culture, and customs. *NR*

**ARAB 21  
INTRODUCTION TO ARABIC  
CULTURE**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*College-level reading ability*

Traces the development of the culture of Arabic-speaking nations including history, philosophy, political ideas, literature, music, art, science, geography, and customs and its influence on America and the world. Conducted in English. No prior study of the Arabic language or culture is required. *NR*

**ARAB 901  
ARABIC LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: ARAB 1*

Requires concurrent enrollment in Arabic 1. Enhances and provides practice in skills learned in Arabic 1 course. *NR*

**ARAB 902  
ARABIC LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: ARAB 2*

Requires concurrent enrollment in Arabic 2. Enhances and provides practice in skills learned in Arabic 2 course. *NR*

**ARAB 903  
ARABIC LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: ARAB 3*

Requires concurrent enrollment in Arabic 3. Enhances and provides practice in skills learned in Arabic 3 course. *NR*

**ARAB 904  
ARABIC LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: ARAB 4*

Requires concurrent enrollment in Arabic 4. Enhances and provides practice in skills learned in Arabic 4 course. *NR*

## Architecture

**ARCH 10  
INTRODUCTION TO  
ARCHITECTURE**

**2 Units; 2 hours lecture**

*Transfers: CSU, UC*

Introduction to the professional field of architecture and related fields such as landscape architecture, engineering, construction, and city planning. Presentations by professionals to introduce students to options, requirements and job possibilities in related fields. *NR*

**ARCH 12  
HISTORY OF ARCHITECTURE  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

The study of the architecture and environmental achievements of man from the earliest times to the present. Presenting the important buildings, cities, sites, and civilizations of mankind. *NR*

**ARCH 34  
BASIC ARCHITECTURAL  
DESIGN I**

**3 Units; 1 hour lecture; 6 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

*ARCH 124A, which may be taken concurrently*

Fundamentals of design function; form determinants; the nature, elements, and process of creative environmental design using 2D and 3D studies of space, form, color, and structure. *NR*

**ARCH 42  
DESCRIPTIVE DRAWING AND  
PERSPECTIVE**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

*ARCH 124A*

Construct 3D drawings, including obliques, isometrics, 1-pt. and 2-pt. perspectives. Construct basic shadows and shade. *NR*

**ARCH 44  
ARCHITECTURAL PRE-  
SENTATION AND RENDERING  
2 Units; 6 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

*ARCH 42 and 124A*

Delineate 2D and 3D architectural drawings for presentation. Render three drawings with color, shade, shadows, people, and trees. *NR*

**ARCH 50  
INTRODUCTION TO  
COMPUTER-AIDED DRAFTING  
3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

*ARCH 124A or DR 100*

Introductory course covering the operation and application of computer-aided drafting (CAD) systems used to create, modify, store, and plot technical drawings. Also listed as DR 50. Credit given in either area, not both. *NR*

**ARCH 51  
COMPUTER-AIDED DRAFTING  
3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

*ARCH or DR 50*

An intermediate to advanced level course in the operation and application of computer aided drafting systems, used to create, edit, save, and plot technical 2D and 3D drawings. Also listed as DR 51. Credit given in either area, not both. *NR*

**ARCH 110  
STATICS AND STRENGTH OF  
MATERIALS FOR  
ARCHITECTURE  
3 Units; 3 hours lecture**

*Transfers: CSU*

A study of structural engineering and the strength of building materials. Investigates the definition of structure and natural forces that act upon buildings and structural components. An in-depth analysis of common structural systems and building types as the basis for study of individual structural components. Beams, columns, foundations, load tracing, cross-sectional capabilities of individual members, bending and shear, structural connections, hybrid structures and lateral design are investigated. Sustainable design and green building methods as well as future trends in building materials are linked to structural design theory. *NR*

**ARCH 122  
ARCHITECTURAL PRACTICE  
2 Units; 2 hours lecture**

*Transfers: CSU*

An introductory course covering the profession of architecture and the construction industry including professional relations, office procedures, and legal aspects. *NR*

**ARCH 124A**  
**ARCHITECTURAL DRAWING I**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

Principles and techniques of architectural drawing designed primarily for those who plan to enter the field of architecture or a related field such as construction, landscape architecture, city and regional planning, and/or interior design. *NR*

**ARCH 124B**  
**ARCHITECTURAL DRAWING II**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Prerequisite: ARCH 124A*

Draft and organize a set of working drawings for a single-family dwelling including building code requirements, materials, and principles of wood-frame construction. Computer-aided drafting methods will be introduced and used. *NR*

**ARCH 124C**  
**ARCHITECTURAL DRAWING III**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Prerequisite: ARCH 124B*

Draft and organize an advanced set of working drawings for a steel and concrete commercial building. Computer-aided drafting methods will be used. *NR*

**ARCH 126**  
**MATERIALS AND METHODS OF CONSTRUCTION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Studies various building materials, their use and application in the structural makeup of buildings. *NR*

**ARCH 132**  
**RESIDENTIAL PLANNING, PRINCIPLES AND DESIGN**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU*

*Recommended Preparation:*

*ARCH 124A*

Design a single-family dwelling. Complete a design process that considers proper site relationships, plan functions, form, structure, and materials. *NR*

**ARCH 136**  
**BASIC ARCHITECTURAL DESIGN II**  
**3 Units; 1 hour lecture; 6 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
*ARCH 34*

Learn to design quality form and space for living and working. Through the design process consider site, function, form, structure, color, and materials, as well as social, psychological, and ergonomic factors. *NR*

**ARCH 152**  
**ADVANCED COMPUTER-AIDED DESIGN**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU*

*Recommended Preparation:*

*ARCH/IDR 50 or ARCH/IDR 51*

Advanced computer-aided design and drafting with emphasis on advanced 3D CAD knowledge and skills in the completion of technical drawings that support 3D modeling. Also listed as DR 152. Credit given in either area, not both. *NR*

**ARCH 161**  
**BLUEPRINT PLANS AND SPECIFICATION READING**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

Blueprint and specification reading as applied to California State codes. Includes residential, commercial, and hospital construction. *NR*

**ARCH 162**  
**CONSTRUCTION ESTIMATING**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU*

Includes bid preparations, material quantity and analysis, labor and material pricing and quantities summations, subcontract summations, subcontract bids, bid corrections, bidding practices, and final-bid form compilation and submittal. *NR*

**ARCH 163**  
**INTERNATIONAL BUILDING CODE INSPECTION**  
**4 Units; 4 hours lecture**

*Transfers: CSU*

Pursue minimum preparation and upgrading for inspectors seeking certification, construction managers, and architect's field observers. Examine federal, state, or local codes affecting construction, grading, and performance standards. Evaluate code compliance on-site with emphasis on interpretations. *NR*

**ARCH 164**  
**COMBINATION RESIDENTIAL DWELLING INSPECTION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation:*  
*ARCH 163*

Prepares students for the International Conference of Building Officials (ICBO) examination to become certified building inspectors. Particular emphasis given to those sections in the International Building Codes which deal with inspection and enforcement of the Plumbing, Mechanical and Electrical Codes as they relate to residential and framing. Qualifies as CE for state mandated AB 717. *NR*

**ARCH 165**  
**ELECTRICAL CODE INSPECTION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

A comprehensive study and review of the National Electrical Code and local authorities. Also covers regulations for inspection of residential and commercial units. *NR*

**ARCH 200**  
**DESIGN IN ARIZONA, RIVERSIDE AND PALM SPRINGS**  
**1.5 Units; 1 hour lecture; 1.5 hours lab**

Study how architecture and urban design confront context in Arizona, Riverside, and Palm Springs—Talesin, Biltmore, ASU, MOMA, Phoenix Library, Arcosanti, Sedona, Arizona straw-bale house and Mission Inn in Riverside, CA. *NR*

**ARCH 211**  
**CONCRETE INSPECTION**  
**3 Units; 3 hours lecture**

Presents technical knowledge needed by inspectors, code enforcement personnel, contractors and architects. Covers detailed concrete design, placement, mixing and testing. *NR*

**ARCH 212**  
**PLUMBING CODES: DRAINS, WASTE, VENTS, WATER, AND GAS**

**3 Units; 3 hours lecture**

Examine responsibilities of the plumbing inspector. Review rules and regulations defining owner, builder and architect's responsibilities. Study mechanics of installation and inspection of water, waste, and venting systems. *NR*

**ARCH 213  
MECHANICAL CODE: HEATING,  
AC, REFRIGERATION, AND  
DUCTWORK**

**3 Units; 3 hours lecture**

Examine the mechanical code as it affects responsibilities of inspector, contractor, worker, architect and owner. Examine design, sizing, installation and inspection of heating, ventilation and air conditioning (HVAC) systems. *NR*

**ARCH 218  
FOUNDATION STUDIO IN  
ARCHITECTURE**

**4 Units; 3 hours lecture; 3 hours lab**

A design studio based on the Bauhaus Foundation Course that explores the many aspects of visual and spatial design leading to studied solutions in architecture. Concepts include black and white forms and negative space, communication through shapes, textures, color and materials, graphic design and typeface fonts, anthropometrics and designing for human scale. Studio will focus on designing and model building architecture for a specific building type and site, including climatic adaptation, native and locally produced materials, concepts of green design and LEED certification, creating human scaled spaces, and designing functional architectural solutions. *NR*

**ARCH 219  
RESIDENTIAL AND  
COMMERCIAL SPACE  
PLANNING**

**4 Units; 3 hours lecture; 3 hours lab**

*Recommended Preparation:*  
**ARCH 124A**

Focuses on the theory, layout, building codes and creativity needed in designing excellent floor plans, with a special emphasis on the scale of the building and the context of the site. Anthropometrics and ergonomic studies are the starting point to human scale design. Scale and arrangement of furnishings, circulation, storage, room proportions, function and users are all brought into the equation of good design. Projects will include typical single family residential design, residential estate design, multifamily residential design, commercial design, institutional design, and parking design with focus on sustainable architectural design practices. *NR*

**ARCH 220  
REVIT AND BUILDING  
INFORMATION MANAGEMENT  
(BIM)**

**4 Units; 3 hours lecture; 3 hours lab**

*Recommended Preparation:*  
**ARCH 51 or DR 51**

Introduction of 3-dimensional building modeling using Autodesk Revit to provide visualization and method of construction information for architectural design. Building Information Modeling (BIM) will be used to provide detailed construction information and coordination of architecture and engineering in simple and complex building systems. Rendering and presentation techniques using Revit are also introduced. Student needs solid knowledge of computer drafting applications, file management and building construction techniques including building materials and methods of construction. *NR*

**ARCH 221  
ADVANCED REVIT/BUILDING  
INFORMATION MANAGEMENT  
II**

**4 Units; 3 hours lecture; 3 hours lab**

*Recommended Preparation:*  
**ARCH 220**

Advanced study of 3D building modeling using Autodesk Revit to provide visualization and method of construction information for architectural design. Building Information Modeling (BIM) will be used to provide detailed construction information and coordination of architecture and engineering in simple and complex building systems. Rendering and presentation techniques using Revit are also introduced. Student needs solid knowledge of computer drafting applications, file management and building construction techniques including building materials and methods of construction. *NR*

**ARCH 231  
LEED AND SUSTAINABLE  
ARCHITECTURE**

**3 Units; 3 hours lecture**

Examines the emerging movement for sustainable practices in architecture and construction. The model of the US Green Building Council for LEED (Leadership in Energy and Environmental Design) defines this course. Certification of buildings is examined including: Sustainable Sites, Water Efficiency, Energy and Atmosphere, Materials and Resources, Indoor Environmental Quality, and Innovation in Design. For residential construction Locations and Linkages, as well as Awareness and Education are discussed. Regional Priorities focus on water and air resources for Southern California. The LEED professional accreditations: LEED Green Associate and the 5 LEED A.P. designations are also investigated. Identify approaches to sustainable architecture. *NR*

**ARCH 260  
ARCHITECTURE IN NORTHERN  
CALIFORNIA**

**1 Unit; 1 hour lecture; 1 hour lab**

Visit architecture in San Francisco, S. Barbara, San Luis Obispo—SF Civic Center, Union Square, Herman Plaza, Haight-Ashbury, Golden Gate Park, Marin Civic Center, Napa valley, SB and SLO downtowns, Hearst Castle. *NR*

**ARCH 261  
ORANGE AND SAN DIEGO  
ARCHITECTURE**

**1 Unit; 1 hour lecture; 1 hour lab**

Study architecture which urbanize and texture the region—from the Salk Institute and UCSD Library to the Crystal Cathedral, Capistrano Library and San Diego's live/work housing. *NR*

**ARCH 262  
LOS ANGELES ARCHITECTURE**

**1 Unit; 1 hour lecture; 1 hour lab**

Tour LA architecture—including Gamble House, Bradbury Building, Biltmore Hotel, Wright/Eames/Gehry houses, Eric Moss/Morphosis projects, and Getty Museum. *NR*

## Art

### ARCH 270

#### FIELD STUDY: EUROPEAN ARCHITECTURAL HISTORY

**3 Units; 3 hours lecture**

Field study of European architectural history and the society that created the built environment of cultures. Countries may include Italy, France, England, Ireland, Scotland, Germany, Switzerland, Denmark and the Netherlands. Includes social, cultural, religious, economic, geographic and climatic forces that shape the built environment. Examines how societies have developed a sustainable culture using local resources. Sites visits include iconic architecture, as well as vernacular construction. Discussion and in-depth study of areas of travel and architectural experiences will be conducted in class after the trip. *NR*

### ARCH 271

#### FIELD STUDY: EUROPEAN SKETCH, DRAW, PHOTO

**3 Units; 3 hours lecture**

Field study of the European Region using the graphic arts of architecture—sketching, drawing and photography—while traveling and exploring architecture and the built environment. Countries may include Italy, Spain, France, England, Ireland, Scotland, Germany, Denmark, Switzerland, and the Netherlands. Students will graphically capture the culture and the architectural record of the region's history. Upon return to the classroom, an in-depth study of graphic techniques will be presented, discussed and applied. *NR*

### ARCH 272

#### FIELD STUDY: EUROPEAN DESIGN STUDIO

**4 Units; 3 hours lecture; 3 hours lab**

Field study in the European Region using the built environment as the basis for a design studio in architecture—designing residential, commercial, and civic spaces—while traveling and exploring the region, which may include Italy, Spain, France, England, Ireland, Scotland, Germany, Denmark, Switzerland, and the Netherlands. Allows students to capture the culture and the architectural style of the region in their designs. Upon return to the classroom, an in-depth study of architectural design in a studio setting will be presented, discussed and applied. *NR*

### ART 4

#### FUNDAMENTALS OF ART

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
Emphasizes fundamental art ideas, modes, devices, problems of organization and structure terminology, media, and the relationship of art to society. *NR*

### ART 9

#### CERAMICS FUNDAMENTALS

**3 Units; 1.5 hours lecture; 4.5 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: ART 80*

A basic survey course covering both handbuilding and wheel throwing, with an emphasis on form and design. A general survey of ceramic history is presented in context with clays, clay bodies, glazes, and firing. *NR*

### ART 10

#### CERAMICS – HANDBUILDING I

**3 Units; 1.5 hours lecture; 4.5 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: ART 9*

An introduction to ceramic handbuilding techniques with emphasis on craftsmanship and good design. Students are limited to a combined total of four enrollments in ART 10, 216, and 217. *NR*

### ART 11

#### CERAMICS – WHEEL I

**3 Units; 1.5 hours lecture; 4.5 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: ART 9*

An introduction to beginning wheel techniques with emphasis on traditional shapes and forms. Students are limited to a combined total of four enrollments in ART 11, 12, and 13. *NR*

### ART 12

#### CERAMICS – WHEEL II

**3 Units; 1.5 hours lecture; 4.5 hours lab**  
*Transfers: CSU, UC*  
*Prerequisite: ART 11*

A continuation of basic throwing techniques with emphasis on specific shapes and forms utilitarian and decorative. Students are limited to a combined total of four enrollments in ART 11, 12, and 13. *NR*

### ART 13

#### CERAMICS – WHEEL III

**3 Units; 1.5 hours lecture; 4.5 hours lab**  
*Transfers: CSU, UC*  
*Prerequisite: ART 12*

A continuation of throwing skills emphasizing contemporary decorative and design techniques. Emphasis is placed on problems related to student's individual needs. Students are limited to a combined total of four enrollments in ART 11, 12, and 13. *NR*

### ART 40

#### 2-D FOUNDATIONS

**3 Units; 1.5 hours lecture; 4.5 hours lab**  
*Transfers: CSU, UC*

Introduction to the concepts, applications, and historical references related to two-dimensional art and composition, including the study of the basic principles and elements of line, shape, texture, value, color and spatial illusion. Development of a visual vocabulary for creative expression through lecture presentations, studio projects, problem solving, and written assignments. Students are limited to a combined total of four enrollments in ART 40, 41, and 42. *NR*

### ART 41

#### THREE-DIMENSIONAL DESIGN

**3 Units; 1.5 hours lecture; 4.5 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: ART 40*

Introduction to the concepts, applications, and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. Development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for non-representational three-dimensional studio projects. Students are limited to a combined total of four enrollments in ART 40, 41, and 42. *NR*



**ART 42  
COLOR THEORY AND  
PRACTICE**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: ART 40, 50 and 80*

A study of the principles, theories, and applications of subtractive color in two dimensions. Investigates various aspects of color, color theories, color symbolism, psychology of color, physiology of color, history of color, expressive aspects of color, nature's use of color and includes practical lab experience in mixing color, matching colors and color analysis. Topics include major historical and contemporary color systems, production of applied color, and the elements of design as they apply to color. Students are limited to a combined total of four enrollments in ART 40, 41, and 42. *NR*

**ART 50  
PAINTING – I**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: ART 40, 80*

Introduction to the basic elements, principles and practices of painting. Focus on exploration of painting materials, perceptual skills, paint mixing, color theory, and methods of applying paint. Creative responses to representational subject matter will be emphasized. Students are limited to a combined total of four enrollments in ART 50, 51, 52, and 250. *NR*

**ART 51  
PAINTING – II**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 50*

Designed to draw upon the skills developed in ART 50 to achieve greater levels of mastery over paint surface and composition emphasizing painting as a creative process while developing more advanced skills in oil and/or acrylic. Painting from life, students will learn to understand the importance of warm and cool value relationships and will work with a limited palette in order to learn how to mix color. An extended palette will be introduced and the properties of transparent and opaque paint will be addressed. Students are limited to a combined total of four enrollments in ART 50, 51, 52, and 250. *NR*

**ART 52  
PAINTING – III**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 51*

Designed to draw upon the skills developed in ART 51 to achieve greater levels of mastery over paint surface and composition. Explores representational and non-representational subject matter in a variety of media including acrylic and oil. Students are limited to a combined total of four enrollments in ART 50, 51, 52, and 250. *NR*

**ART 53  
PAINTING FROM THE LIVE  
MODEL I**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: ART 50, 80, and 85*

Introductory course that emphasizes painting the draped and undraped life model from direct observation. Students will learn to convincingly depict and accurately represent both the male and female figure in action and in repose while studying subtleties of position and attitudes. Fundamental structural drawing concepts essential to good painting, such as the study of human anatomy, proportional sighting, measuring methods, and perspective. Value relationships and color will be emphasized in order to represent the figure in convincing painting with form, volume, and space. Students are limited to a combined total of four enrollments in ART 53 and 54. *NR*

**ART 54  
PAINTING FROM THE LIVE  
MODEL II**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 53*

A continuation of ART 53 which emphasizes painting the draped and undraped male and female figure from direct observation. The primary focus is to develop a more sensitive and creative approach to painting from life. The student will continue to develop the basic skills in representing and interpreting the live model. A variety of media will be explored. Students are limited to a combined total of four enrollments in ART 53 and 54. *NR*

**ART 57  
WATERCOLOR I**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: ART 40, 80*

An introduction to water-based media with emphasis on transparent watercolor. Students will learn the basic techniques of surface preparation, paper stretching transparent application, graduated washes, dry brush, and wet-into-wet techniques. A variety of materials, devices, and means for representing the volume, structure, character, and delineation of natural and manmade forms via the watercolor medium will be explored. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 261. *NR*

**ART 58  
WATERCOLOR II**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 57*

Further implementation of painting with transparent watercolor. Explores more advanced problems in color, light, and composition. In addition, this course will offer experience in the mixing of other media with transparent watercolor. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 261. *NR*

**ART 59  
WATERCOLOR III**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 58*

Emphasizes advanced techniques of transparent media, including use of collage and other mixed media. Further implementation of advanced watercolor techniques that explore more advanced problems in color, light, and composition will be explored. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 261. *NR*

**ART 60  
INTAGLIO (ETCHING) AND  
RELIEF I**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: ART 80*

An introductory printmaking course designed to teach students a variety of approaches in Relief and Intaglio areas of printmaking. The basic processes of etching, drypoint, relief printing, and monotypes will be stressed. Both traditional and experimental approaches important to the development of a print will be used through the course of study. Students will be expected to develop a print from concept to the printing of an edition. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164. *NR*

**ART 61  
INTAGLIO (ETCHING) AND  
RELIEF II**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 60*

Designed with emphasis on advanced skills in the process of Relief and Intaglio areas of printmaking. Edition printing, advanced technical skills, and continued development of personal imagery and unique style will be stressed. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164. *NR*

**ART 62  
INTAGLIO (ETCHING) AND  
RELIEF III**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 61*

*Recommended Preparation: ART 80*

Designed with an emphasis in advanced skills in the processes of relief and intaglio printmaking. The course will cover advanced skills in edition printing (color), multi-plate printing, color printing, and continued development of personal imagery and unique style. Students will incorporate intermediate techniques learned in prior courses to develop advanced multicolor, multiplate registration, and printing techniques. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164. *NR*

**ART 63  
INTRODUCTION TO SCREEN  
PRINTING**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Principles, basic methods and techniques of preparing handcut and photographic stencils, printing techniques, simple color separation, and equipment and material handling. Care, use and safety precautions in operating and cleaning the silkscreen unit. Also listed as GC 63. Credit given in either area, not both. *NR*

**ART 70  
FUNDAMENTALS OF  
SCULPTURE**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

A survey of basic sculpture processes to include both additive and subtractive sculpture procedures. Lectures and demonstrations involving the classic and contemporary use of sculpture materials such as clay, plaster, stone, and metal will be covered. Students will research, design, and develop representational and abstract sculptural forms. Course emphasis will be placed on the effective use of design, materials and sculptural procedures, as well as the safe and proper use of hand and power tools. *NR*

**ART 71  
ADDITIVE SCULPTURE**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 70*

An in-depth investigation of the additive processes in sculpture, including clay and plaster. *NR*

**ART 72  
SUBTRACTIVE SCULPTURE**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 71*

An in-depth investigation of the subtractive process in sculpture, including plaster and stone. *NR*

**ART 78  
BEGINNING LIFE SCULPTURE**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

Sculpting from a live model using clay with emphasis placed on gesture, composition, scale, proportion as related to representational forms. Students are limited to a combined total of four enrollments in ART 78 and 79. *NR*

**ART 79  
ADVANCED LIFE SCULPTURE**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 78*

Students expand their ability to sculpt from the live model to include larger scale and the materials of wood and/or stone. Students are limited to a combined total of four enrollments in ART 78 and 79. *NR*

**ART 80  
DRAWING I**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

Emphasizes the development of perceptual and technical skills in drawing. Includes line, shape, proportion, value, and composition in the representation of still life and other subject matter using dry media. Students are limited to a combined total of four enrollments in ART 80, 81, and 82. *NR*

**ART 81  
DRAWING II**

**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*

*Prerequisite: ART 80*

Emphasizes the process of drawing as a form of creative expression. Students will explore approaches to technical and conceptual problems in drawing using a variety of mediums, techniques and methodologies. Through exercises covering historical and contemporary approaches to drawing students will build on fundamental drawing skills to develop a personal approach to content and material. Students are limited to a combined total of four enrollments in ART 80, 81, and 82. *NR*

**ART 82**  
**DRAWING III**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: ART 81*

Further develops the concepts and processes introduced in ART 80 and 81, emphasizing the development of the individual student's artistic ability. Students are limited to a combined total of four enrollments in ART 80, 81, and 82. *NR*

**ART 85**  
**DRAWING FROM THE LIVE MODEL I**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: ART 80*

Emphasizes drawing from the human figure. Designed to develop an understanding of the human anatomy and proportion as well as the ability to draw the figure in various attitudes and movements using dry and fluid media. Students are limited to a combined total of four enrollments in ART 85, 86, and 87. *NR*

**ART 86**  
**DRAWING FROM THE LIVE MODEL II**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: ART 85*

Continued study toward developing an understanding of drawing the human figure with emphasis on surface anatomy, form, structure, proportion, gesture, contour, and volume. Students work from the draped and nude model. Media include graphite, charcoal, Conte Crayon, and pastels on a variety of papers and surfaces. Students work from the draped and nude model. Students are limited to a combined total of four enrollments in ART 85, 86, and 87. *NR*

**ART 87**  
**DRAWING FROM THE LIVE MODEL III**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: ART 86*

Further study on developing and understanding drawing the human figure as the basis of representational and expressionistic drawing. Students will experiment with a variety of wet and dry media. Students work from the draped and nude model. Students are limited to a combined total of four enrollments in ART 85, 86, and 87. *NR*

**ART 140**  
**BEGINNING GRAPHIC DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Introduction to fundamentals of design concepts that explore organization of visual elements for graphic communication. Studio work will include traditional and computer-generated assignments in layout and typography. Designed to convey current concepts in the graphic design field. Also listed as GD 140. Credit given in either area, not both. *NR*

**ART 141**  
**GRAPHIC RENDERING TECHNIQUES**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Exploration of two-dimensional media for producing graphics and illustrations. Projects encourage development of illustration skills for a variety of design applications. Recognition and choice of techniques for translating concepts into accurate and compelling renderings. Also listed as GD 141. Credit given in either area, not both. *NR*

**ART 142**  
**PACKAGE DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Introduction to traditional and computer-generated design and construction of three-dimensional packaging, including labels, overwraps, printed cartons and point-of-purchase displays. Also listed as GD 142. Credit given in either area, not both. *NR*

**ART 143**  
**ART SURVIVAL: FROM STUDENT TO ARTIST**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU*

Bridges the gap from "student" to "exhibiting artist." Open to all art students in all media. Development of a cohesive body of work and presentation techniques for self and work. *NR*

**ART 145**  
**GRAPHIC ILLUSTRATION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Develop illustrations for advertising, informational, graphic, and editorial use. Design and apply illustrations with consideration for reproduction requirements. Illustrations will be done in line art, black and white, and limited and full color in select mediums. Also listed as GD 145. Credit given in either area, not both. *NR*

**ART 150**  
**ARCHITECTURAL CERAMICS I**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU*

Presents the basic skills of ceramic tile and bas relief fabrication and installation in an architectural environment. Addresses the history of architectural tile as it relates to current usage and contemporary concepts. *NR*

**ART 164**  
**INTAGLIO (ETCHING) AND RELIEF IV**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU*

*Prerequisite: ART 62*

*Recommended Preparation: ART 80*

Designed for advanced printmakers with emphasis on photopolymer plates and digital technology for use in intaglio and relief printmaking. Focus will be on solar plate technology, digital image making and manipulation for output on transparency, and printing/editing of imagery on an etching press. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164. *NR*

**ART 175**  
**METAL CASTING**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU*

*Recommended Preparation: ART 70*

A specialized course in foundry procedures. Activities will include direct and indirect techniques of developing wax models to be used in the lost wax metal casting process. Students will design unique sculptural forms which will be cast in metal using either plaster investment or ceramic shell molds. Course emphasis will be placed on the safe and proper use of hand and power tools and upon a variety of foundry practices such as: mold making, spruce and gate systems, mold dewaxing, metal pouring procedures, metal finishing, and coloring techniques. *NR*

**ART 216**  
**CERAMICS – HANDBUILDING II**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Prerequisite: ART 10*

Emphasizing a continuation of basic handbuilding techniques. The focus is on developing the individual's skills in design, fabrication, and finishing. Form and function are stressed. Students are limited to a combined total of four enrollments in ART 10, 216, and 217. *NR*

**ART 217**  
**CERAMICS – HANDBUILDING III**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Prerequisite: ART 216*

A continuation of handbuilding techniques and skills with emphasis placed on individualized student projects. The focus will be on contemporary issues of scale, design, and concept. Students are limited to a combined total of four enrollments in ART 10, 216, and 217. *NR*

**ART 228**  
**BENCH JEWELER I**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Recommended Preparation: ART 40*

Introduction to the history of jewelry, design processes, materials, core techniques of piercing, sawing, basic soldering, and safety policies and procedures of a bench jeweler. Students are limited to a combined total of four enrollments in ART 228, 229, 230, and 231. *NR*

**ART 229**  
**BENCH JEWELER II**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Prerequisite: Art 228*

*Recommended Preparation: ART 40*

Introduces green alternatives in the jewelry industry, the development of concept designs, and the techniques of etching, surface textures, cold connection and the process of soldering wire elements. Students are limited to a combined total of four enrollments in ART 228, 229, 230, and 231. *NR*

**ART 230**  
**BENCH JEWELER III**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Prerequisite: ART 229*

*Recommended Preparation: ART 40*

Introduction to the history of the lost wax process and the principles of designing jewelry for casting process. Explore the more advanced soldering techniques of soldering hollow forms and rings. Students are limited to a combined total of four enrollments in ART 228, 229, 230, and 231. *NR*

**ART 231**  
**BENCH JEWELER IV**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Prerequisite: ART 230*

*Recommended Preparation: ART 40*

Explore more advanced techniques of construction, fusing silver, reticulation, catches, hinges and jewelry repair. Learn basic jewelry photography for including work in a portfolio. Students are limited to a combined total of four enrollments in ART 228, 229, 230, and 231. *NR*

**ART 240**  
**INTERMEDIATE GRAPHIC DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Recommended Preparation: GD 140*

Study of design concepts to explore organization of visual elements to graphics. Studio work will include layout and production of designed formats (magazine ads, logos, TV, story board, newspapers and ads) and conceptualization techniques in the graphic design field, as well as portfolio preparation. Also listed as GD 240. Credit given in either area, not both. *NR*

**ART 250**  
**PLEIN AIR LANDSCAPE PAINTING**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Recommended Preparation: ART 50, 80*

Explores the process of painting out-of-doors. Includes the study of the history and tradition of this genre, painting mechanics, angles and consequent values, design, light, aerial perspective, linear perspective, color natural symbols, composition, main line and theme. Students are limited to a combined total of four enrollments in ART 50, 51, 52, and 250. *NR*

**ART 261**  
**OPAQUE WATERCOLOR**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Recommended Preparation: ART 57*

An overview of traditional and contemporary color practices, techniques and styles with opaque watercolor or gouache. A comprehensive and practical application of color media which is used as a bridge between Newtonian color theory and intuitive painting. Provides the opportunity for exploration and familiarization of painting methods and styles through a range of in-class exercises and outside assignments all addressing the spectrum of color and its relationships. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 261. *NR*

## Art History

### ARTH 20 ART APPRECIATION

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Designed to develop an understanding of historical and contemporary art forms, including examples of painting, sculpture, and architecture (formerly ART 20). *NR*

### ARTH 21 WOMEN AND ART

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Examines the history of relations between women, art, and ideology in global culture. Examines and analyzes the effects of cultural practices such as the division of labor and space in society, codes of language, the impact of new technologies, and power relations on the ways that women are represented and participate in visual culture. Explores women's changing relation to art practice. Includes analysis of feminism, gender roles, and identity construction in art both historically and in contemporary art forms (formerly ART 21). *NR*

### ARTH 22 SURVEY OF ASIAN ART (INDIA, CHINA, JAPAN, AND KOREA)

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Designed as a survey of artistic traditions found in Asia including India, Korea, China, and Japan. The arts of painting, sculpture, and architecture will be discussed as artistic expressions as well as visual manifestations of Eastern religion (formerly ART 22). *NR*

### ARTH 23 AFRICAN AND OCEANIC ART

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Designed to develop an understanding and appreciation of the indigenous arts of Africa and the South Pacific. Studies the painting, sculpture, architectural traditions of preliterate societies emphasizing their culture as well as artistic significance (formerly ART 23). *NR*

### ARTH 24 INDIGENOUS ARTS OF THE AMERICAS

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Survey of the indigenous artistic traditions of North, Central, and South America extending from the United States and Mexico to Peru from circa 1000 BC to the Conquest. The course will address historical and contemporary cultures of the Western hemisphere (Native American and pre-Columbian) from a historical ethnographical context, examining the formal elements of painting, sculpture, architecture, ceramics, and textiles in the context of native socio-political systems and religious beliefs (formerly ART 24). *NR*

### ARTH 25 SURVEY OF ART HISTORY: ANCIENT WORLDS TO GOTHIC

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Emphasizing the historical development of painting, sculpture, and architecture including philosophical and cultural perspectives (formerly ART 25). *NR*

### ARTH 26 SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*Completion of or concurrent enrollment in ENG 200*

Survey of the art of the Western world emphasizing the historical development of painting, sculpture, and architecture including philosophical and cultural perspectives (formerly ART 26). *NR*

### ARTH 27 HISTORY OF AMERICAN ART

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of the chronological development of painting, sculpture, and architecture in the United States from its pre-colonial past to the end of World War II. The contributions and influences of a variety of ethnic groups to the diversity of art in the United States will be addressed. The artistic contribution of Native American, African Americans, Asian Americans, Chicano/Latino Americans and European Americans will be studied in the larger context of American society, history, and culture (formerly ART 27). *NR*

### ARTH 29 INTRODUCTION TO WORLD ART

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Survey of the visual arts of the world through the millennia, including the regions and cultures of Europe, Asia, the Americas, and Africa. Major emphasis is given to the development of the world's most significant painting, sculpture, and architecture within their respective social, political and religious contexts. The course examines the roles of artist and patron, and the relationship between the art object and its intended function (formerly ART 29). *NR*

### ARTH 100 ART GALLERY/DISPLAY AND EXHIBITION

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Designed to introduce students to a variety of aspects in working and running a non-profit/educational art gallery. Students will participate in the planning of shows along with the practical experience of preparing and installing shows in the Saddleback College Art Gallery. Students will visit local galleries and museums to further enhance their ideas of the functions of an art gallery (formerly ART 100). *NR*

### ARTH 102 INTRODUCTION TO THE THEORIES OF ART

**3 Units; 3 hours lecture**

*Transfers: CSU*

Offers historical perspectives of the visual arts by thematically examining the intellectual ideas and technologies that inform their production and reception. The significance of the changing role of the visual arts and their producers will be explored in this course by way of art and design works which reflect, interpret and comment upon the ideas, events, social histories and technological developments of their respective eras. Students will be encouraged to appreciate and analyze the historical underpinnings, which have shaped and directed the practice and reception of art and design. *NR*

**ARTH 103  
HISTORY OF MODERN ART  
1825-1945**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Examines the history of visual culture in Europe and North America from the invention of Photography to the end of the second world war. Topics covered include the following: Realism, Impressionism, Post-Impressionism, Symbolism, Cubism and its responses, Expressionism and its responses, Surrealism, International style and North American Regionalisms. Looks closely at significant theoretical constructs such as the Avant Garde, Modernism, Art Criticism and Patronage (institutional and private). Examines the effects of new technologies on the development of art during this period; most importantly photography and film. *NR*

**ARTH 104  
SURVEY OF CONTEMPORARY  
ART**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Surveys and analyzes the Global expansion, development, and transmission of art practices since 1945. Post World War II cultures produced rapid economic, technological and social changes. In turn, artists responded to these social changes by producing works of art that both comment on and absorb the cultural environments in various ways through individual visions and shared ideological perspectives. Examines art since 1945 by looking at the works and the ideas and technologies that inform them. Also examines the public and private spaces in which art is seen and understood. *NR*

**ARTH 120  
TOUR-ART  
HISTORY/APPRECIATION**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Designed to give students the opportunity to study visual cultural productions on site. Its content stresses the relationship between art and its most significant institutions of reception, museums and galleries (formerly ART 120). *NR*

## Astronomy

**ASTR 20  
GENERAL ASTRONOMY  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introductory astronomy course covering the development of astronomy from ancient times to modern times. Includes the study of the solar system, the stars and stellar systems, the Milky Way Galaxy, other galaxies and galaxy-like objects, and the expanding universe and theories of its origin. Field trips may be required to fulfill the objectives of the course. *NR*

**ASTR 21  
THE SOLAR SYSTEM  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A study of the origin and evolution of our solar system, from the beginning to the present, as deduced from sampling, remote sensing, exploration, imagery, and theory. We will discuss and compare composition; tectonics; volcanism; surface processes; and atmospheric and thermal evolution of earth, the moon, terrestrial, and Jovian planets and their satellites. Additional topics will include meteorite and comet impacts and the possible existence of life elsewhere in the solar system. Field trips may be required to fulfill the objectives of this course. Also listed as GEOL 21. Credit given in either area, not both. *NR*

**ASTR 25  
OBSERVATIONAL  
ASTRONOMY  
3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

**ASTR 20**

An introductory observational astronomy course covering various observational targets, tools, and methods, through actual observation and experimentation. Students will use college-owned telescopes to observe the sun, moon, planets, available comets, multiple stars, variable stars, and deep sky objects including nebulae and galaxies. Field trips required to fulfill the course objectives. *NR*

## Automotive

**AUTO 100  
AUTOMOTIVE  
FUNDAMENTALS  
3 Units; 2.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Introduction to the principles of operation of modern automobile systems and a practical introduction to automotive tools and diagnostic equipment. Demonstrated lectures and some practical experience in the laboratory. Structured for the non-technical student. *NR*

**AUTO 101  
AUTOMOTIVE ELECTRICAL  
SYSTEMS  
3 Units; 2.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

*Recommended Preparation:*

**AUTO 100**

Operating principles, troubleshooting techniques, and repair procedures of electrical supply systems and battery-starter systems. Demonstrated lectures and practical experience in the laboratory on batteries, starter systems, alternator, generator charging systems, and accessory and lighting systems. Scan tool and digital multimeter techniques will be emphasized. *NR*

**AUTO 102  
AUTOMOTIVE ENGINE  
PERFORMANCE/ELECTRONICS  
AND IGNITION  
3 Units; 2.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

*Recommended Preparation:*

**AUTO 100 and 207**

Operating principles, troubleshooting techniques, and repair procedures for automotive engine performance systems. Emphasis on battery, charging and ignition systems. Demonstrated lectures and practical experience in the laboratory using modern testing equipment, oscilloscopes, and other diagnostic equipment on "live" vehicles. *NR*

**AUTO 103  
AUTOMOTIVE ENGINE  
PERFORMANCE/FUEL AND  
EMISSION SYSTEMS**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100 and 207*

Operating principles, troubleshooting techniques and repair procedures for automotive engine performance systems. The emphasis is fuel and engine emission control systems. Demonstrated lectures and practical experience in the laboratory using modern testing equipment, oscilloscopes, and other diagnostic equipment on "live" vehicles. *NR*

**AUTO 104A  
AUTOMOTIVE ENGINES**  
**5 Units; 3.5 hours lecture; 4.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100, 207*

Practical experience in the rebuilding, overhauling, and machining of engine components of the internal-combustion engine. It is recommended that the student have access to an engine for overhaul purposes. First part of a two-semester program covering block boring and honing techniques as well as bearing installation. Piston and ring selection procedures will be covered. The basic block will be assembled. *NR*

**AUTO 104B  
AUTOMOTIVE ENGINES**  
**5 Units; 3.5 hours lecture; 4.5  
hours lab**

*Transfers: CSU*

*Prerequisite: AUTO 104A*

*Recommended Preparation:  
AUTO 100, 207*

Practical experience in the rebuilding, overhauling and machining of engine components of the internal-combustion engine. A continuation of AUTO 104A. Covers cylinder head overhaul, camshaft selection, and cylinder head assembly. The complete engine will be assembled in the lab. *NR*

**AUTO 105  
AUTOMOTIVE POWER TRAIN**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100*

Operating principles, overhaul, and repair procedures of automotive power-trains, including clutches, multiple speed four-wheel drive transmissions, overdrives, drive line, differentials, and rear axles. Demonstrated lectures and practical experience in the laboratory on power-train components. *NR*

**AUTO 106A  
AUTOMOTIVE SUSPENSION  
AND ALIGNMENT**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100*

Operating principles, design, diagnosis and overhaul of chassis suspension systems. Demonstrated lectures and practical experience in the laboratory performing suspension diagnosis and repair. Students will perform two and four wheel alignments using modern alignment equipment on "live" vehicles. *NR*

**AUTO 106B  
AUTOMOTIVE BRAKE  
SYSTEMS**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100*

Operating principles, troubleshooting techniques, and repair of automotive disc and drum brake systems. Latest antilock brake systems (ABS) system theory and operation with scan tool analysis will be covered. Complete component overhaul, machining methods, and selection of materials for safe brake operation are also covered. Prepares the student for the State of California brake inspection license. *NR*

**AUTO 107  
AUTOMATIC TRANSMISSION**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100*

Operating principles, design, overhaul, adjustment, and servicing of front wheel drive (FWD) and rear wheel drive (RWD) automatic transmissions. Troubleshooting techniques utilizing scan tools for computer-controlled transmission diagnosis. Demonstrated lectures and laboratory work on automatic transmissions. *NR*

**AUTO 108  
AUTOMOTIVE AIR  
CONDITIONING**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100*

Operating principles, design, diagnosis of vehicle heating and air conditioning systems. Emphasis is placed on diagnosis and troubleshooting of "live" vehicles. Students are required to obtain the Section A609 certification for lab activities. *NR*

**AUTO 109  
CALIFORNIA B.A.R. BASIC  
AREA CLEAN AIR CAR COURSE**  
**5 Units; 4.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU*

*Recommended Preparation:  
AUTO 100 and completion of  
or concurrent enrollment in  
AUTO 102, 103, or 202*

This Bureau of Automotive Repair certified course meets the Level I requirements for taking the California B.A.R. licensed smog check inspector examination. Course content will include the study of proper vehicle inspection procedures, testing, diagnosis, and certification procedures following the current laws and regulations. For state certification, students must meet Bureau of Automotive Repair requirements. *NR*

**AUTO 200  
ENHANCED AREA CLEAN AIR  
CAR COURSE**

**1 Unit; 1 hour lecture; 1 hour lab**

*Recommended Preparation:*  
*AUTO 100 and 109*

This Level II Bureau of Automotive Repair certified course meets one of the requirements for taking the State of California B.A.R. licensed smog check technician examination. Course content will include ASM emission inspection system operation (Dyno), digital storage oscilloscope theory, operation and diagnostics. For state certification, students must meet Bureau of Automotive Repair requirements. *NR*

**AUTO 201  
ADVANCED AUTOMOTIVE  
ELECTRICAL**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Prerequisite:* AUTO 101  
*Recommended Preparation:*  
*AUTO 100*

Advanced automotive electrical/electronic systems cover strategy based diagnostic procedures for troubleshooting lighting, instrumentation, engine and body controls and other accessory circuits. Air bag theory, respective testing diagnostic procedures, and fuel system operation are included. *NR*

**AUTO 202  
ADVANCED ENGINE  
PERFORMANCE DIAGNOSIS**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation:*  
*AUTO 100, 102 or 103*

Explores advanced engine and driveline performance diagnosis using the chassis dynamometer, digital storage oscilloscope, five-gas analyzer and other related test equipment on "live vehicles" to diagnose vehicle performance. *NR*

**AUTO 204A  
HIGH PERFORMANCE ENGINE  
BLUEPRINTING – ROTATING  
ASSEMBLY**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Prerequisite: Completion of or concurrent enrollment in AUTO 104A or 104B*

*Recommended Preparation:*  
*AUTO 100 or 207*

Incorporates advanced measuring techniques, machining skills and advanced theory in building a high-performance engine. Advanced cylinder block boring, honing, and decking procedures as well as crankshaft and piston/rod balancing are taught. *NR*

**AUTO 204B  
HIGH PERFORMANCE ENGINE  
BLUEPRINTING – CYLINDER  
HEADS**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Prerequisite: Completion of or concurrent enrollment in AUTO 104A or 104B*

*Recommended Preparation:*  
*AUTO 100 or 207*

Incorporate advanced measuring techniques, machining skills and advanced theory in building a high-performance engine. Advanced cylinder head machining, cylinder head airflow studies using the latest airflow bench practices, as well as high performance engine assembly techniques. *NR*

**AUTO 205  
ADVANCED SMOG UPDATE  
TRAINING**

**0.5 Unit; 0.5 hours lecture; 1 hour lab**

*Recommended Preparation:*  
*AUTO 100, 102, 103, 109*

California Bureau of Automotive Repair (B.A.R.) approved update course covers the required emission update program. In-depth program covering current laws and regulations, ASM testing, and emission diagnostics used to inspect, test and repair late model vehicles. *NR*

**AUTO 207  
AUTOMOTIVE ENGINEERING  
FUNDAMENTALS**

**3 Units; 3 hours lecture**

*Recommended Preparation:*  
*AUTO 100 and MATH 251*

Introduction to the science and design of the modern automobile. Basic physics and related mathematical concepts are explained using the automobile as an example. In-class demonstrations and student participation provide the connection between theory and real world applications. *NR*

**AUTO 220  
ALTERNATIVE PROPULSION  
SYSTEMS**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation:*  
*AUTO 100 and 207*

Study alternative propulsion systems including compressed natural gas (CNG), propane, diesel, hybrid and electric vehicle technology. Laboratory exercises include safety, operation and maintenance of hybrid, electrical and alternative propulsion vehicle systems. *NR*

**AUTO 226  
AUTOMOTIVE SERVICE  
CONSULTANT**

**2 Units; 2 hours lecture**

*Recommended Preparation:*  
*AUTO 100*

Focuses on Automotive Service Consultants and their relationship to the processing of work within the automotive service facility. The actions, procedures and interaction with all personnel and their value will be discussed in detail. Content is aligned with tasks identified by Automotive Service Excellence (ASE). *NR*

**AUTO 227  
AUTOMOTIVE SERVICE  
MANAGEMENT**

**3 Units; 3 hours lecture**

*Recommended Preparation:*  
*AUTO 100*

Introduction to an automotive service department as it pertains to management. Skill development for operating an automotive business, including service consulting, service management and communication practices. Instruction in federal, state and local regulations for operating a service department. *NR*



**AUTO 228  
ADVANCED VEHICLE  
PERFORMANCE**

**1 Unit; 1 hour lecture; 1 hour lab**

*Recommended Preparation:*  
*AUTO 100, 102, 103, 202, 207*

Advanced engine and driveline performance diagnosis will be explored. The course will include advanced diagnostic techniques using the Chassis Dyno on "live" vehicles.  
*NR*

**AUTO 229  
DIESEL TECHNOLOGY**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation:*  
*AUTO 100*

Diesel technology covers the design, construction, operation, diagnosis, service, and repair of both mobile and stationary diesel engines. The theory, operation, service and diagnosis of diesel engines, engine control computers, fuel management systems, and emission control systems are covered in detail. *NR*

**AUTO 231  
HYBRID AND ELECTRICAL  
VEHICLE TECHNOLOGY**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation:*  
*AUTO 100 and 207*

The extensive study of hybrid, plug-in hybrid, and electrical vehicle powertrain systems. Laboratory exercises include safety, operation, maintenance and repair of hybrid, plug-in hybrid and electrical vehicle powertrain systems. *NR*

**AUTO 232  
DIESEL SYSTEMS  
TECHNOLOGY**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation:*  
*AUTO 100*

Covers the design, construction, operation, diagnosis, service, maintenance and repair of both mobile and stationary diesel vehicle systems and equipment. The theory, operation, service and diagnosis of diesel powered vehicles and equipment, engine control computers, fuel management systems, braking systems, powertrain, propulsion systems, and emission control systems are covered in detail. *NR*

**AUTO 240  
AUTOMOTIVE LAB**  
**3 Units; 9 hours lab**

*Prerequisite: AUTO 100*

Provides directed activities in the "live" automotive lab environment. Designed for students who have intermediate skill level and wish to upgrade and perfect their lab skills. Includes the use of automotive specific tools and equipment. *NR*

## Biology

**BIO 3A  
GENERAL BIOLOGY I**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: CHEM 1A*

Presents the principles of life and life processes with an emphasis on cellular chemistry, cellular structure, cellular energetics, evolution, molecular biology, genetics, and ecology of living organisms. Field trips may be required to fulfill the objectives of the course. *NR*

**BIO 3B  
GENERAL BIOLOGY II**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: BIO 3A*

Builds upon BIO 3A with emphasis on the origins of life, plant and animal structure and physiology, evolutionary relationships of taxonomic groups, and ecology. Field trips will be required to fulfill the objectives of the course. *NR*

**BIO 3C  
BIOCHEMISTRY AND  
MOLECULAR BIOLOGY**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: CHEM 12A and  
BIO 3A*

An introduction to biochemistry and molecular biology. Included are discussions of biological macromolecules, energy production, metabolic pathways and regulation, genetic code and genomics, DNA replication, transcription and RNA processing, translation, and gene regulation. Laboratory activities will include use of visible and UV spectroscopy, chromatography, cell fractionation and ultracentrifugation, protein purification, electrophoresis, and recombinant DNA methods. This course is designed for biology majors and health pre-professionals. Field trips may be required to fulfill the objectives of the course. *NR*

**BIO 11  
HUMAN ANATOMY**  
**4 Units; 2 hours lecture; 6 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: BIO 20 or one year  
of high school biology with a  
grade of "C" or better*

A basic course in the structure of the human body using all systems approach. Emphasis is placed on the relationship between structure and function. Laboratory emphasis on use of the light microscope, histology, and gross anatomy, including cat dissection. Designed for biology majors and health pre-professionals.  
*NR*

**BIO 12  
HUMAN PHYSIOLOGY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: CHEM 108 or one  
year of high school chemistry  
with a grade of "C" or better  
and BIO 11*

A course in human physiology that will center on the functioning and integration of the major organ systems. Emphasis will be placed on the cardiovascular, excretory, respiratory, digestive, and nervous systems and their interactions. Extensive use of physiological recording equipment will be included in the laboratory sessions. Field trips may be required to fulfill the objectives of this course. It is designed for biology majors and health pre-professionals. *NR*

**BIO 15  
GENERAL MICROBIOLOGY**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: BIO 20 or one year  
of high school biology with a  
grade of "C" or better*  
*Recommended Preparation: BIO  
11 and CHEM 108*

An examination of the fundamental biological concepts as they apply to viruses, bacteria, fungi, and protozoa. Emphasis is placed on the prokaryotic cell. Theoretical as well as practical applications are discussed in such topics as bacterial morphology, metabolism, genetics, chemotherapy, and antibiotics. Also included are resistance and immunity, health, and disease. Includes laboratory techniques and methods. *NR*

**BIO 19****MARINE BIOLOGY****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation:**College-level biology course (BIO 20)*

Study of the description, distribution, and natural history of marine organisms. Marine life of Southern California will be studied with an emphasis on ecology and adaptations. Field trips may be required to fulfill the objectives of this course. *NR*

**BIO 20****INTRODUCTION TO BIOLOGY****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC*

Integrated study of the basic principles of biology, with emphasis on the principles of structure and function, genetics, development, evolution, and ecology. Discussion of the philosophy, concepts and implications of modern biology will be included. Field trips will supplement laboratory work. *NR*

**BIO 22****HUMAN GENETICS****3 Units; 3 hours lecture***Transfers: CSU, UC**Prerequisite: BIO 20*

Focuses on the processes of DNA replication, DNA recombination, gene expression, and mutation in diploid organisms. Includes a survey of human genetics and genetic disorders. Field trips may be required to fulfill the objectives of this course. *NR*

**BIO 28****PLANTS AND HUMAN AFFAIRS****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**BIO 20*

An introduction to the importance of plants and fungi, and their products, in the shaping of human affairs and civilization. The history of agriculture, the utilization of plant and fungal products, and current environmental and social issues surrounding agriculture, including genetic engineering will be covered. Plants, fungi and their products are examined during class demonstrations and exercises. For non-science majors. *NR*

**BIO 30****HUMAN BIOLOGY****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: BIO 20*

A general introduction to human structure, functions, genetics, evolution, and ecology. The human organism is examined from the basic cellular level and genetics, through organ systems, to interaction with the outside world. Pertinent health topics such as nutrition, exercise and modern medical advances are also discussed. *NR*

**BIO 31****BIOLOGY OF PLANTS****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation: BIO 20*

Introduction to the structure, function, development, heredity, physiology, evolution, and ecology of vascular plants and bryophytes. Historical and modern uses of plants will be discussed with particular emphasis on pharmaceutical and agricultural applications. Laboratory exercises include greenhouse and field trip activities. *NR*

**BIO 40****EVOLUTION****3 Units; 3 hours lecture***Transfers: CSU, UC*

An introduction to the theory of evolution. Emphasis will be placed on both the theory of evolution and the evidence for evolution. A non-majors course for students with little background in the sciences. Field trips may be required to fulfill the objectives of this course. *NR*

**BIO 43****ANIMAL BEHAVIOR****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: BIO 20*

An analysis of the genetic, chemical, environmental, and experimental determinants of animal behavior. Discussions of gross manifestations and mechanisms of animal behavior will also be included. *NR*

**BIO 45****BIOLOGY OF HUMAN DISEASE****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: BIO**20 or an Introductory Biology college level biology course*

A basic introductory course on human diseases and disease processes. Relates disease and the disease process to the human anatomical and human physiological systems. This course does not meet the requirements of anatomy, physiology, or pathophysiology for nursing students. *NR*

**BIO 49****RESEARCH IN BIOLOGY AND BIOCHEMISTRY A****1.5 Units; 0.5 hours lecture; 3 hours lab***Transfers: CSU, UC**Prerequisite: BIO 3A*

Provides a foundation for laboratory and/or field experience for advanced students in the biological sciences. Focuses on application of the scientific method through hypothesis generation and experimental design. Students will learn good laboratory practices, equipment use and care, and standard laboratory safety procedures and bioethical concerns associated with research. *NR*

**BIO 50****RESEARCH IN BIOLOGY AND BIOCHEMISTRY B****1.5 Units; 0.5 hours lecture; 3 hours lab***Transfers: CSU, UC**Prerequisite: BIO 49*

Provides advanced laboratory and field experience for students in the biological sciences. Continues the student's research experience with explicit laboratory and/or fieldwork focusing on equipment use and care, data collection, analysis, and interpretation, verbal and written presentation of results, and standard laboratory safety procedures and bioethical concerns associated with research (formerly BIO 150). *NR*

**BIO 104**  
**FORENSIC BIOLOGY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: BIO 20*

An introduction to the profession of forensic science. Provides a hands-on approach to analysis from the crime scene to the crime laboratory. Includes practical lab study designed to reinforce important forensic, scientific and investigative skills. Class will be supported by guest speakers from the field. *NR*

**BIO 110**  
**HUMAN ANATOMY DISCUSSION**

**1 Unit; 1 hour lecture**

*Transfers: CSU*

*Corequisite: BIO 11*

This discussion course affords students enrolled in BIO 11, Human Anatomy, the opportunity to develop background information, problem solving, extend discussion and exchange ideas concerning human structure. Discussion focuses on anatomical components and other key topics covered in BIO 11 as well as background information not generally covered in lecture. Designed to help students succeed in their study of human anatomy. *NR*

**BIO 112**  
**PATHOPHYSIOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

*Prerequisite: BIO 12*

A study of the pathophysiology of common disorders of the human nervous, muscular, skeletal, endocrine, cardiovascular, respiratory, excretory, digestive, and reproductive systems. Special emphasis will be placed on the relationship between the normal physiology and the physiological basis of the disease process with special references to clinical correlations. The course is designed for nursing/nurse practitioner majors *NR*

**BIO 113**  
**HUMAN ANATOMY AND PHYSIOLOGY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

Examines the relationships between human anatomical and human physiological systems. The laboratory will include dissection. This course does not meet the requirements of either anatomy or physiology for nursing students. *NR*

**BIO 120**  
**HUMAN PHYSIOLOGY DISCUSSION**  
**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

*Corequisite: BIO 12*

Designed to afford students enrolled in BIO 12, Human Physiology, the opportunity to develop background information, problem solving, extend discussion and exchange ideas concerning the function and integration of human organ systems. Discussions focus on physiological components and other key topics covered in BIO 12, as well as background information not generally covered in the lecture. Designed to help students succeed in their study of human physiology. *NR*

**BIO 175**  
**BIOLOGY FIELD STUDIES: EASTERN SIERRA MOUNTAINS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

A study of the flora and fauna and natural history of selected sites within the Eastern Sierra Mountains and adjacent areas. *NR*

**BIO 210**  
**BASICS OF BIOLOGY A**  
**1.5 Units; 1.5 hours lecture**

*Corequisite: BIO 3A*

Consists of the development of background information, problem solving, and extended discussions to help students succeed in their study of general biology. *NR*

**BIO 211**  
**BASICS OF BIOLOGY B**  
**1.5 Units; 1.5 hours lecture**

*Corequisite: BIO 3B*

Consists of the development of background information, problem solving, and extended discussions to help students succeed in their study of general biology. *NR*

**BIO 230**  
**BIOLOGY FIELD STUDIES: COASTAL ECOSYSTEMS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

A study of the ecology of the coastal environments. Includes origin of estuaries, morphology and parameters of estuarine basins, estuarine shores and substrates, and flora and fauna identification. *NR*

**BIO 231**  
**BIOLOGY FIELD STUDIES: ISLAND ECOSYSTEMS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

Introduction to island ecosystems. Direct observations and experiments in the field are complemented by lectures and discussions of the physical environment; natural history and ecology of the flora and fauna; and community structure. *NR*

**BIO 232**  
**BIOLOGY FIELD STUDIES: MOUNTAIN ECOSYSTEMS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

Introduction to relationships among plants, animals and physical environments that characterize mountain habitats. Topics will include natural history, biology and ecology of the flora and fauna, and community structure and analysis. Introductory lectures complement direct field observations and field experiments, as well as the collection, analysis and interpretation of data. *NR*

**BIO 233**  
**BIOLOGY FIELD STUDIES: DESERT ECOSYSTEMS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

An introduction to the relationships among plants, animals and physical environments that characterize desert habitats. Topics will include natural history, biology and ecology of the flora and fauna and community structure and analysis. Introductory lectures complement direct field observations and field experiments, as well as the collection, analysis and interpretation of data. It is intended for both science majors and non-majors. *NR*

## Business

**BUS 1**  
**INTRODUCTION TO BUSINESS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Survey course provides awareness of functions of business in society. Promotes an appreciation for business ownership; competition; and the systems, technology, and controls through which business organizations operate. Provides the opportunity for developing critical thinking skills regarding the role business plays in global economics and its effects on people. *NR*

**BUS 13  
LEGAL ENVIRONMENT AND  
BUSINESS LAW**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Fundamental legal principles pertaining to business transactions, legal processes, and law as an instrument of social and political control in society. Topics include sources of law and government regulations, ethics, contracts, torts, crime, agency and employment law, dispute resolution in and out of court, real and personal property, intellectual property, environmental law, bankruptcy, and business organizations. *NR*

**BUS 31  
TEXTILES**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Fabric selection and care considering fibers, yarns, weaves knits, finishes, and color. Emphasis is on properties of fibers as related to their end use and consumer understanding of fabric performance. Also listed as FASH 31. Credit given in either area, not both. *NR*

**BUS 102  
ORAL BUSINESS  
COMMUNICATIONS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Students master workplace oral communication skills and concepts, including the communication process, from organizational theory to culturally-aware interpersonal communications, strategies for critical listening, interpersonal communication, teamwork, meeting, and leadership skills, interviewing, business etiquette, nonverbal communications, and reduction of communication anxiety. Students apply effective communication strategies and skills to the real business world. Students create and deliver business-based information and persuasive presentations using presentation software, including locating, evaluating, synthesizing, outlining, and delivering; uses databases and other appropriate sources. *NR*

**BUS 103  
BUSINESS ENGLISH**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Studies the basics of English grammar and sentence structure through short exercises with business themes. Focuses on correcting the most common errors of grammar, punctuation, and usage. Includes review of the parts of speech, improvement of spelling and vocabulary, and proofreading. Lays the foundation for clear business writing. *NR*

**BUS 104  
BUSINESS COMMUNICATION**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Prerequisite: BUS 103 or ENG 1A*

*Recommended Preparation: CIMA 108*

Principles and styles of effective written business communications. Analyze business case studies to create appropriate business documents, such as letters, memorandums, reports, proposals, requests for proposals (RFPs), instructions, employment-related documents, as well as email and other online written business communications. Develop planning, organizing, and outlining skills as well as editing proficiency. Improve ethical, cultural, gender, and other awareness, grammar skills, writing style, and formatting skills. Participate in team and online assignments. *NR*

**BUS 105  
SOCIAL MEDIA MARKETING**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Social media implications, opportunities, and challenges for business and communications professions. Students will participate in content creation; practical, ethical, and effective use of an array of social media sites, applications, and resources. They will evaluate the impact, effectiveness, and design of various elements of social media marketing. *NR*

**BUS 106  
LEGAL ASPECTS OF  
ENTREPRENEURSHIP**

**2 Units; 2 hours lecture**

*Transfers: CSU*

Examines the legal implications involved in the creation, acquisition, and/or sale of a new business, profit or non-profit. Specific legal theory covering business formation, contract and lease negotiation, enforcement, protection of intellectual property, cyber law, employment law, contracts, and regulatory compliance including tax, environmental and labor issues. *NR*

**BUS 107  
INNOVATION AND NEW  
PRODUCT DEVELOPMENT**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Leads to in-depth understanding of the requirements, issues (including ethics and sustainability), and tools involved in the planning and development of new products and services. Addresses determination of new product development strategies based on market needs. Students examine variables including number and diversity of products, product innovations, product design, prototyping, and testing for form, function, and the marketplace. *NR*

**BUS 108  
SOCIAL ENTREPRENEURSHIP**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: BUS 160*

The concepts, skills, and structures needed to develop and improve the effectiveness of social enterprises that address challenging problems in areas such as poverty, hunger, education, the environment, health, and others. Topics include the field of social entrepreneurship, the challenge and the passion; generating innovation; business models used by social entrepreneurs; mechanics and realities of planning, starting and/or managing a social enterprise; building alliances and financial aspects of social entrepreneurship. Students will plan a social enterprise and participate in hands-on funding development. *NR*

**BUS 109**  
**E-COMMERCE MARKETING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Explores the realities and implications of electronic commerce (e-commerce) from a marketer's perspective. Introduces a wide range of electronic commerce issues and platforms for marketers as a foundation for continuous and emerging learning in the dynamic e-commerce environment. *NR*

**BUS 111**  
**BUSINESS SUSTAINABILITY**  
**STRATEGIES: PEOPLE, PLANET,**  
**PROFIT**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Examines business strategies that support sustainability including effects on profitability, the workforce, community relations, lowering of liability, company positioning, other areas of business, and the environment. Addresses various types of businesses and industries—established, changing, and emerging. Includes implications for entrepreneurship. Explores how businesses benefit from energy efficiencies, people and planet friendly practices, materials and products, recycling/repurposing, and other practices related to sustainability. Reviews legal and ethical issues, strategic planning, development, and measurement of policies, practices, and products that support sustainability. *NR*

**BUS 116**  
**PERSONAL LAW/STREET LAW**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Law for the individual and family for lifelong decision-making. Topics include legal problems associated with family relationships, impairment of physical and mental health, property ownership, insurance coverage, employment, contracts, crime, torts, estate planning, housing, courts, finances, credit, identity theft, dispute resolution, and advocacy in the community. Emphasis is community-based service-learning and preventive law to minimize stress associated with legal problems and achieve optimal physical and mental health. *NR*

**BUS 120**  
**BUSINESS MANAGEMENT**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Active learning approach to management concepts and practices: leading, planning, organizing, directing, controlling, making decisions. Develops and improves management skills in communicating, thinking critically, motivating, identifying/using resources, making business/workplace decisions. *NR*

**BUS 125**  
**HUMAN RELATIONS IN**  
**BUSINESS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Management and development of effective human relations in the social subgroup of business organizations. Focuses on the ways people act in response to their work environment; creates awareness of policies and actions that prevent or resolve problems among individuals within groups; improving communication and managing conflict. Develops methods of inquiry used in study of current management techniques; stimulates critical thinking about human organizational challenges, workforce diversity, and solutions aimed at greater productivity of the individual, groups, customer service, and project management. *NR*

**BUS 135**  
**MARKETING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Introduction to the classic and contemporary marketing functions related to organizations and the economy. Course will provide analysis of marketing strategies necessary to develop and market products and services by applying various marketing concepts and new technologies. Integrated case study analysis stimulates problem-solving, pricing, distribution, promotion, and uses of new technologies, including e-commerce. *NR*

**BUS 136**  
**PRINCIPLES OF RETAILING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Study of merchandising, marketing, management, staffing, buying, pricing, transaction/stock control, location, layout, service, e-commerce and digital marketing, consumer behavior and service, and current problems and trends as they apply to the retailing of goods and services. *NR*

**BUS 137**  
**PROFESSIONAL SELLING**  
**FUNDAMENTALS**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Principles, problems, and techniques of one-on-one selling of ideas, products, and services in today's business world. Practical experience via guided role-playing with techniques for success as a sales professional. Covers psychological and social aspects of buyer motivation, critical thinking, ethics, presentation tools and skills as appropriate for personal selling. *NR*

**BUS 138**  
**ADVERTISING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Contemporary advertising for profit and non-profit organizations. Examines ethics, strategies, design approaches, electronic applications, and media selection. Elements of good copy, layout, and production of both print and electronic media, including email, e-marketing, e-retailing, web sites, and social media will be discussed. Also listed as CTVR 138. Credit given in either area, not both. *NR*

**BUS 143**  
**FASHION BUYING AND**  
**MERCHANDISING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Study the principles and techniques of merchandising pertinent to the fashion industry including buying fashion, methods of merchandising fashion, and merchandise control. Also listed as FASH 143. Credit given in either area, not both. *NR*

**BUS 145**  
**INTERNSHIP**  
**1 Unit; 1 hour lecture**

*Transfers: CSU*

*Corequisite: CWE 180*

Supervised and educationally directed internship. Weekly lectures will relate on-the-job experiences with academic program. To be taken in the final year of program. Also listed as FASH 145. Credit given in either area, not both. *NR*

**BUS 147**  
**SPECIAL EVENTS COORDINATION**  
**AND PROMOTION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Emphasis is on a student-produced fashion event. The course will provide training in fashion promotion and coordination, retail sales, advertising, and merchandising. Also listed as FASH 147. Credit given in either area, not both. *NR*

**BUS 148**  
**VISUAL MERCHANDISING**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Visual merchandising as both an art form and a selling technique in fashion retailing. The use of color, outfit coordination, store layout, fixtures, lighting, signing, composition, mannequins, and props will be studied. Also listed as FASH 148. Credit given in either area, not both. *NR*

**BUS 150**  
**INTERNATIONAL BUSINESS**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

A comprehensive overview of international business focusing on U.S. and world cultural differences related to global business concepts and the issues and trends influencing global business decision-making. Includes analysis of economic, historical, cultural, social, technological, ethics and legal, environmental, educational, and language implications; emerging markets; international trade; foreign investments; financial markets; entrepreneurship; international management; and international business strategic planning issues and trends. Addresses specific import/export concepts and procedures. *NR*

**BUS 160**  
**ENTREPRENEURSHIP**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Practical hands-on business course designed for students interested in starting their own business or for the new business owner. The course focuses on identifying opportunity, targeting markets, financial measurement metrics, legal considerations, and operational and management issues. Students will evaluate the benefits and risks of business ownership and learn skills to manage and market the business from an entrepreneurial prospective. Students will create a business plan and develop strategies to secure financing. *NR*

**BUS 223**  
**HUMAN RESOURCES AND**  
**EMPLOYMENT LAW**  
**3 Units; 3 hours lecture**

Introduction to human resources procedures and employment law for anyone who manages or plans to manage employees. The focus is on the legal aspects of HR management and the challenges that affect the employer. The topics include the law and HR procedures of the hiring and termination process, employee reviews, compensation and benefits, taxes, privacy, employee contracts and employee handbook/policy manual, personnel administration, unions, and workforce diversity, training and development. *NR*

**BUS 237**  
**FINANCING THE**  
**ENTREPRENEURIAL BUSINESS**  
**1.5 Units; 1.5 hours lecture**

Designed for entrepreneurs and future entrepreneurs as an introduction to the world of financing for new and existing businesses. Key topics include ways to find money, properly manage capital, types of financing and investors, basic guidelines of financing, principles and content of term sheets, methods to determine value of companies, and types of exit strategies. *NR*

**BUS 260**  
**SURVEY OF EXPORTING AND**  
**IMPORTING**  
**3 Units; 3 hours lecture**

Exporting and importing procedures and regulations. Includes essential terms and techniques, international agreements, channels of distribution, pricing, contracts, roles of United States government, organizations and agencies, customs brokers, duty rate, basic laws and regulations affecting exports and imports, access, currency exchange and payment methods, tax implications, financing, letters of credit, documentation, country and commodity trade patterns, entrepreneurship. *NR*

## Chemistry

**CHEM 1A**  
**GENERAL CHEMISTRY**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*

*Prerequisite: MATH 124 and CHEM 3 or placement through the Chemistry Challenge Exam*

*Corequisite: CHEM 106*

*Recommended Preparation:*

*PHYS 20*

An introduction to the principles of chemistry. Topics include: atomic and molecular structure, bonding, nomenclature, formulas, equations, stoichiometry, thermochemistry, gases, liquids, solids and solutions. *NR*

**CHEM 1B**  
**GENERAL CHEMISTRY**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*

*Prerequisite: CHEM 1A*

Includes thermodynamics, equilibria, kinetics, acids and bases, oxidation-reduction, electrochemistry, coordination chemistry, nuclear chemistry, and qualitative analysis. *NR*

**CHEM 3**  
**FUNDAMENTAL CHEMISTRY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

*Prerequisite: MATH 253*

A study of basic principles of chemistry designed especially for the student who intends to take CHEM 1A but needs more preparation. Topics include problem-solving and calculation methods, nomenclature, formulas, equations, stoichiometry, thermochemistry, atomic and molecular structure, bonding, gases, solutions, equilibrium, acids, and bases. *NR*

**CHEM 12A**  
**ORGANIC CHEMISTRY**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: CHEM 1B*

A study of principles, theories, and reactions of organic chemistry with emphasis on the relations of structure and reactivity. The course is recommended for students whose major is chemistry or a closely-related field such as biology, biochemistry or chemical engineering. The following topics are included: stereochemistry, aliphatic and aromatic compounds, preparations and reactions of certain organic compound types, and spectroscopic methods. *NR*

**CHEM 12B**  
**ORGANIC CHEMISTRY**  
**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: CHEM 12A*

A continuation of CHEM 12A. Topics include preparations and reactions of certain organic compound types, polynuclear and heterocyclic compounds, polymers, lipids, carbohydrates, amino acids, proteins and biochemical processes. *NR*

**CHEM 106**  
**BASICS OF CHEMISTRY**  
**2 Units; 2 hours lecture**

*Transfers: CSU*  
*Prerequisite: CHEM 3 and MATH 124*

*Corequisite: CHEM 1A*

Consists of quiz/discussion/problem-solving/drill sessions. Designed to help students succeed in their study of general chemistry. *NR*

**CHEM 108**  
**INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

A study of inorganic, organic, and biochemistry for health pre-professionals and non-science majors. Ideal for students planning to enter nursing and dental hygiene programs. Designed as the first chemistry course to assist students in biology and health-related professions. The focus is on the biochemistry of the human body. Health, nutrition, and basic laboratory techniques are included. *NR*

## Child Development

**CD 7**  
**CHILD GROWTH AND DEVELOPMENT**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation: ENG 200 and 340*

Examines the major physical, social, emotional, and cognitive developmental milestones for children, both typical and atypical, from conception through adolescence. Emphasis on interactions between maturational processes and environmental factors. Students will apply developmental theory and investigative research methods to the observation children in several settings, evaluate individual differences and analyze characteristics of development at various stages (formerly CD 107). DS 1, C-ID 100. *NR*

**CD 15**  
**CHILD, FAMILY, AND COMMUNITY**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation: ENG 200 and 340*

An examination of the developing child in a societal context focusing on the interrelationship of family, school and community with an emphasis on historical, cultural, and political factors that influence the process of socialization including identity development. Highlights the importance of respectful, reciprocal relationships that support and empower families. Major theoretical perspectives will be examined (formerly CD 105). DS2 C-ID 110 *NR*

**CD 101**  
**PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN**

**3 Units; 3 hours lecture**

*Transfers: CSU*  
*Recommended Preparation: CD 107 and ENG 200, 340*

An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity. DS3, C-ID ECE 120, CAP aligned

**CD 110**  
**INTRODUCTION TO CURRICULUM**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*  
*Limitation: Current proof of negative TB test result*  
*Recommended Preparation: CD 107 and ENG 200, 340*

An overview of knowledge and skills related to providing appropriate curriculum and environments for toddlers and young children. Examines the teacher's role in supporting development by using observation and assessment in play based settings. An overview of content areas will include literacy, math, science, creative and social and emotional learning. Requires a minimum of 30 hours lab supervised by CA Master Teacher. DS3, C-ID 130, CAP Aligned *NR*

**CD 111**  
**CHILD GUIDANCE AND COMMUNICATION**

**3 Units; 3 hours lecture**

*Transfers: CSU*  
*Recommended Preparation: ENG 200 and 340*

Introduction to the study of developmentally appropriate child guidance skills. Emphasis will be on communicating effectively with children, guiding children of varying ages, promoting self control, and enhancing self-esteem. DS3 *NR*

**CD 112**  
**HEALTH, SAFETY, AND NUTRITION**

**3 Units; 3 hours lecture**

*Transfers: CSU*  
*Recommended Preparation: CD 101, 107, 110, ENG 200, 340*

Introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health, safety, and nutrition. The key components that ensure physical health, mental health, and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Focus on integrating the concepts into everyday planning and program development for all children. DS7, C-ID 220, CAP Aligned CID ECE 220 *NR*

**CD 113  
MATH AND SCIENCE IN EARLY  
CHILDHOOD**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, 107, 110, ENG 200, 340*

Presents current research and best practices for teaching math and science in early childhood settings serving children ages 0-5. Material selection, integrated activities, teaching strategies environments, and assessment methods will be covered. Does not meet general education requirements in natural science or mathematics. *NR*

**CD 114  
CREATIVE AND DRAMATIC  
ARTS IN EARLY CHILDHOOD**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, 107, 110, ENG 200, 340*

Presents theoretical foundations and developmentally appropriate practices for designing supportive environments, selecting appropriate materials, and developing, presenting, and evaluating curriculum in the areas of visual and performing arts for use with children ages 0-5. *NR*

**CD 115  
LITERACY IN EARLY  
CHILDHOOD**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, 107, 110, ENG 200, 340*

Presents current research and best practices for teaching literacy in early childhood settings serving children ages 0-5. Material selection, and integrated activities, indoor and outdoor environments and assessment methods will be covered. *NR*

**CD 117  
TEACHING IN A DIVERSE  
SOCIETY**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, 107, 110, ENG 200, 340*

Examination of the development of social identities in diverse societies including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various classroom strategies will be explored emphasizing culturally and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. Course includes self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access and schooling. C-ID ECE 220. CAP aligned. *NR*

**CD 120  
OBSERVATION AND  
ASSESSMENT**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, 110, ENG 200 and 340*

Focuses on the appropriate use of observation and assessment strategies to document and interpret children's development, growth, play and learning as the basis for planning for success and maintaining quality programs. Recording strategies, rating systems, portfolios assessment methods and collaboration with families in understanding individual child development are explored. C-ID ECE 200, CAP aligned *NR*

**CD 121  
PRACTICUM: THE STUDENT  
TEACHING EXPERIENCE**

**5 Units; 3 hours lecture; 6 hours lab**

*Transfers: CSU*

*Prerequisite: CD 110 and CD 120  
Limitation: TB test results on file  
in the Student Health Center*

*Recommended Preparation: CD  
101, 113, 114, 115, ENG 200*

Student teachers will utilize 90 hours of lab classroom experience to demonstrate developmentally appropriate teaching competencies and make connections between theory and practice under supervision. Professional behaviors, relationships with children and families, play-based approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as students design, implement and evaluate experiences that promote positive development and learning in diverse settings. *DS3 NR*

**CD 123  
INFANT AND TODDLER  
DEVELOPMENT**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, ENG 200, 340*

A study of infants and toddlers from pre-conception to age three including physical, cognitive, language, social, and emotional growth and development. Applies theoretical frameworks to interpret behavior and interactions between heredity and environment. Emphasizes the role of family and relationships in development. *DS 4 NR*

**CD 125  
SCHOOL-AGE BEFORE AND  
AFTER SCHOOL PROGRAMS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, ENG 200 and 340*

An integrated approach to designing, planning and implementing developmentally appropriate programs for school-age children in before and after school care settings. Includes techniques for effective discipline and guidance, and dynamics of working as a team member. This course applies towards the licensing requirements for school-age children and youth. *DS5 NR*

**CD 127  
ADULT SUPERVISION AND  
MENTORING**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: CD  
101, 110, ENG 200*

A study of the methods and principles of supervising student teachers, assistant teachers, parents, and volunteers in early childhood or school-age centers. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. Satisfies the adult supervision requirement for the Child Development Permit and eligibility to apply for the California Mentor Teacher Program. *DS6 NR*



**CD 128****ADMINISTRATION I:  
PROGRAMS IN EARLY  
CHILDHOOD EDUCATION**  
**3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: CD  
101, 110, ENG 200, 340*

Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies and techniques needed to organize, open, and operate an early care and education program. DS6 NR

**CD 129****ADMINISTRATION II:  
PERSONNEL & LEADERSHIP  
EARLY CHILDHOOD ED**  
**3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: CD  
101, 110, ENG 200, 340*

Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. DS6 NR

**CD 133****CARE AND EDUCATION FOR  
INFANTS AND TODDLERS**  
**3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: CD  
101, 110, 123, ENG 200 and 340*

Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. DS4 NR

**CD 135****INTRODUCTION TO CHILDREN  
WITH SPECIAL NEEDS**  
**3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: CD  
101, 105, 107, 110, ENG 200,340*

Introduces the variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process. Observation of children will be required. NR

**CD 140****CURRICULUM AND  
STRATEGIES FOR CHILDREN  
WITH SPECIAL NEEDS**  
**3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: CD  
101, 105, 107, 110, ENG 200,  
340*

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

**CD 250****GARDENING WITH YOUNG  
CHILDREN****1 Unit; 1 hour lecture; 1 hour lab**

Basic skills and strategies for developing and maintaining gardens with young children, including garden site development, plant selection, developmentally appropriate activities for children, ideas for funding and maintaining school gardens, and tips for working with volunteer helpers. NR

## Chinese

**CHI 1****ELEMENTARY CHINESE**  
**5 Units; 5 hours lecture***Transfers: CSU, UC**Corequisite: CHI 901*

Recommended Preparation: College-level reading ability

Designed to develop the fundamentals of communicative competence in daily spoken Chinese. Emphasis is on reading and writing skills, as well as fundamental aspects of culture. Equivalent to two years high school Chinese. NR

**CHI 2****ELEMENTARY CHINESE**  
**5 Units; 5 hours lecture***Transfers: CSU, UC**Prerequisite: CHI 1 or two years  
of high school Chinese**Corequisite: CHI 902*

Designed to further the fundamentals of communicative competence in daily spoken Chinese. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. NR

**CHI 3****INTERMEDIATE CHINESE**  
**5 Units; 5 hours lecture***Transfers: CSU, UC**Prerequisite: CHI 2 or three years  
of high school Chinese**Corequisite: CHI 903*

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Chinese cultures. NR

**CHI 4****INTERMEDIATE CHINESE**  
**5 Units; 5 hours lecture***Transfers: CSU, UC**Prerequisite: CHI 3 or four years  
of high school Chinese**Corequisite: CHI 904*

Emphasizes fluency in speaking, reading, writing, and comprehension of Chinese. Includes selected readings and discussions from the basic four geNRes in Chinese and Chinese-American literature, culture, and customs. NR

**CHI 21****INTRODUCTION TO CHINESE  
CULTURE AND INFLUENCE IN  
THE U.S.****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**College-level reading ability*

Provides a brief overview in English of the historical contours of Chinese culture. Areas of study include the present implications of the five thousand-year-long history, developmental imbalances as a consequence of geographical and communication barriers, the integrative power of the written language, the stability of the family system, and the tension between tradition and modernity. No prior study of the Chinese language or culture is required. NR

**CHI 901****CHINESE LANGUAGE LAB****0.25 Unit; 1 hour learning center***Corequisite: CHI 1*

Requires concurrent enrollment in Chinese 1. Enhances and provides practice in skills learned in Chinese 1 course. NR

**CHI 902****CHINESE LANGUAGE LAB****0.25 Unit; 1 hour learning center***Corequisite: CHI 2*

Requires concurrent enrollment in Chinese 2. Enhances and provides practice in skills learned in Chinese 2 course. NR

**CHI 903**  
**CHINESE LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: CHI 3*

Requires concurrent enrollment in Chinese 3. Enhances and provides practice in skills learned in Chinese 3 language courses. *NR*

**CHI 904**  
**CHINESE LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: CHI 4*

Requires concurrent enrollment in Chinese 4. Enhances and provides practice in skills learned in Chinese 4 language courses. *NR*

## Cinema, Television, Radio

**CTVR 1**  
**MASS MEDIA AND SOCIETY**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

A study of mass media and media technology as they apply to society. Includes a study of media functions, responsibilities, practices, and influences, as well as a study of media law, ethics, history, development, and potential for the future. The course is designed to increase student awareness of the impact of mass media in shaping society. Also listed as JRN 1. Credit given in either area, not both. *NR*

**CTVR 2**  
**HISTORY AND APPRECIATION OF TELEVISION BROADCASTING**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

Evaluation of television broadcasting as a medium of mass communication through exploration of its history, creative techniques, and relationship to society. Students will explore the historical development of television and analyze major works (formerly CTVR 102). *NR*

**CTVR 3**  
**THE HISTORY AND APPRECIATION OF AMERICAN CINEMA**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

Evaluation of American Cinema as an art form and a medium of mass communication through exploration of its history, literature, creative techniques, and relationship to society. Students will view and critique outstanding films from different eras of cinema's history. *NR*

**CTVR 5**  
**HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

Evaluation of International Cinema as an art form and cultural force through exploration of its history, techniques, and relationship to society. Students will view and critique outstanding examples of international cinema including genre from European, Latin, and Asian origins. *NR*

**CTVR 7**  
**CROSS CULTURAL CINEMA**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

Perspectives of underrepresented groups in US films. Examines political, economic, and philosophical highlights of their work in front of and behind the camera. Includes various genres and analysis of the societal impact of these films. Students will view and evaluate a large cross-section of films. *NR*

**CTVR 9**  
**WOMEN IN CINEMA AND TELEVISION**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

A historical perspective on the role of women in film. Examines political, economic, and philosophical highlights of the work of women in front of and behind the camera. Includes various genres and analysis of the societal impact women have had in film. Students will view and evaluate a large cross-section of films. *NR*

**CTVR 31**  
**FILM PRODUCTION I**  
**3 Units; 3 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Prerequisite: CTVR 101*

Learn single-camera style film production. A variety of projects will be shot on digital video. Pre-production topics include language of cinematography, telling a visual story, script and character development, writing, and producing. Shooting topics include blocking and composition, basic lighting and audio techniques, and master scene technique. Post-production is completed on non-linear systems. *NR*

**CTVR 32**  
**FILM PRODUCTION II**  
**3 Units; 3 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Prerequisite: CTVR 31*  
*Recommended Preparation: CTVR 40*

Students will produce and shoot short films to compete in film festivals. Emphasis on professional level films and personal development of skills. Students will shoot single-camera film style, using advanced digital film production equipment and editing on advanced non-linear programs. *NR*

**CTVR 40**  
**TELEVISION AND FILM SCRIPTWRITING I**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*  
*Prerequisite: Completion of or concurrent enrollment in ENG 1A*

Emphasizes the theories, formats, practices, and organization in writing scripts for television broadcasting and film production. Includes character development, the rewrite, dialogue, format, story and structure. Student work will be considered for production by film production courses. *NR*

**CTVR 42**  
**TELEVISION AND FILM DIRECTING**  
**3 Units; 3 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Prerequisite: CTVR 101*

Provides students with training in the elements of directing for film and television. Includes blocking and directing talent and cameras. Post-production elements also covered. *NR*

**CTVR 100**  
**INTRODUCTION TO CINEMA,**  
**TELEVISION, AND RADIO**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Exploration of the history and organization of the radio, TV, and film industry. Provides an overview of the technologies and organizational structure of the industry with emphasis on career opportunities in radio, TV, and film. *NR*

**CTVR 101**  
**VIDEO PRODUCTION BASICS**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*

Introduction to video production including camera, lighting, and editing. Develop an understanding of video technology and vocabulary. Learn technique and application of video tools such as cameras, lights, audio, and non-linear editing. Demonstrate understanding of aesthetic theory by applying concepts to student productions. *NR*

**CTVR 104**  
**COLD READING AND**  
**INTERVIEW TECHNIQUES**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Training for cold reading and interviewing for Industry Talent Agencies, Casting Directors for Film, Television and Radio and Studio and Network executives. *NR*

**CTVR 106**  
**VIDEO JOURNALISM**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU*

*Recommended Preparation: JRN 2 and CTVR 101*

Incorporates print and broadcast techniques to produce multimedia pieces for the web, tablets and emerging platforms with a focus on video journalism. Topics include multimedia storytelling that incorporates shooting and editing video, recording and editing sound, writing, and still photographs. An emphasis will be placed on journalistic, documentary-style video storytelling for the news media. Also listed as JRN 108. Credit given in either area, not both. *NR*

**CTVR 108**  
**INTRO TO PODCASTING AND**  
**AUDIO STORYTELLING**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: JRN 2 or CTVR 111*

Introduction to all aspects of audio storytelling and podcasting. Students will produce content in the form of podcasts, live and pre-recorded talk shows, radio documentaries, newscasts, broadcast news spots, and emerging formats. Basic writing for broadcast, audio storytelling and editing will be covered. Ethical and legal aspects of broadcast communication and radio journalism are also covered. An emphasis will be placed on producing content for public radio. Work will be produced for distribution on campus news media outlets. Also listed as JRN 108. Credit given in either area, not both. *NR*

**CTVR 110**  
**AUDIO PRODUCTION**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*

Emphasizes the basic principles and techniques of acquiring, developing, and producing material for various audio applications including: radio, Internet, television, and film audio production. *NR*

**CTVR 111**  
**AUDIO AND SOUND DESIGN**  
**FOR TELEVISION AND FILM**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*

*Prerequisite: CTVR 101*

An advanced course in audio-production and sound design techniques used for radio, television, film, and new media. Course offers students hands-on experience using digital audio equipment. Applications and techniques will be discussed and demonstrated in the areas of recording, mixing, effects, and mastering. Audio terminology and current equipment technology will be applied to pre-production, production, and post-production. *NR*

**CTVR 113**  
**RADIO BROADCASTING**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*

*Prerequisite: Completion of or concurrent enrollment in CTVR 110*

Explore the basic elements of radio broadcasting. Areas include station organization, music and talk programming formats, promotions, sales, announcing, and FCC regulations. Prepares students for advanced course and participation in actual on-air experiences at KSBR and OC Rock Radio. *NR*

**CTVR 114**  
**RADIO STATION ACTIVITIES**  
**2 Units; 2 hours lecture; 1 hour lab**

*Transfers: CSU*

*Recommended Preparation: CTVR 110 and 113*

Provides the student with regular and continuing experience in the operation of the college radio station, KSBR-FM. Students may elect roles in the radio operation involving on-air announcing, special production, programming, and news and public affairs. *NR*

**CTVR 115**  
**ADVANCED RADIO**  
**PERFORMANCE AND STUDIO**  
**OPERATIONS**  
**2 Units; 2 hours lecture; 1 hour lab**

*Transfers: CSU*

*Prerequisite: CTVR 113*

Provides students with advanced practical instruction in broadcast and internet radio performance, regulations, studio equipment, and software. Students will have opportunity to hold live and recorded air shifts on the college radio stations. *NR*

**CTVR 124**  
**TELEVISION PRODUCTION I**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*

*Prerequisite: CTVR 101*

A hands-on course in producing, directing, and shooting television programs. Extensive studio experience is provided through 3-camera shooting, using all crew positions. Course also covers field production. Projects will be broadcast on Cox Channel 39. *NR*

**CTVR 125****TELEVISION PRODUCTION II**  
**3 Units; 3 hours lecture; 1 hour lab***Transfers: CSU**Prerequisite: CTVR 124*

An advanced course emphasizing 3-camera studio and single-camera field production. Students will produce a variety of professional-level television shows. *NR*

**CTVR 128****TELEVISION AND RADIO NEWS**  
**3 Units; 3 hours lecture; 1 hour lab***Transfers: CSU*

Designed to acquaint students with the fundamental skills for gathering, writing, and producing news for broadcast media. Includes anchoring, writing, reporting, and producing news for non-print media. *NR*

**CTVR 129****DOCUMENTARY PRODUCTION**  
**3 Units; 3 hours lecture; 1 hour lab***Transfers: CSU**Prerequisite: CTVR 101*

A hands-on production course focusing on documentary projects. Students will explore various styles of documentaries and produce documentary films. *NR*

**CTVR 138****ADVERTISING**  
**3 Units; 3 hours lecture***Transfers: CSU*

Contemporary advertising for profit and non-profit organizations. Examines ethics, strategies, design approaches, electronic applications, and media selection. Elements of good copy, layout, and production of both print and electronic media, including email, e-marketing, e-retailing, web sites, and social media will be discussed. Also listed as BUS 138. Credit given in either area, not both. *NR*

**CTVR 140****TELEVISION AND FILM SCRIPTWRITING II**  
**3 Units; 3 hours lecture; 1 hour lab***Transfers: CSU**Prerequisite: CTVR 40*

Advanced level script writing from initial concept to final product including character development, 3-act story structure, dialogue and narrative. Student work will be considered for production. *NR*

**CTVR 151****NON-LINEAR EDITING I**  
**3 Units; 3 hours lecture; 1 hour lab***Transfers: CSU*

Introduction to the aesthetics and physical elements of editing on a digital non-linear system. Trains editors using Final Cut Pro. Students will also analyze different styles of editing. *NR*

**CTVR 191****VOICE-OVER AND ANNOUNCING**  
**3 Units; 3 hours lecture; 1 hour lab***Transfers: CSU*

Develop effective radio and television performance techniques stressing skills in narration, dubbing, and voice-over for industry, education, entertainment and commercials. *NR*

**CTVR 233****FILM PRODUCTION III**  
**3 Units; 3 hours lecture; 1 hour lab***Prerequisite: CTVR 32**Recommended Preparation: CTVR 42, 140, 262, 264*

Class is based around learning professional filmmaking tools including RED Digital Cinema and an advanced filmic production. The script and key crew positions will be determined by instructor. Students will assist in the preproduction, production and post-production of the picture. Students are expected to be fully capable of fulfilling crew positions as assigned. *NR*

**CTVR 251****NON-LINEAR EDITING II**  
**3 Units; 3 hours lecture; 1 hour lab***Prerequisite: CTVR 151*

Using lecture, practical demonstrations, and lab projects, the student will learn advanced computer-based non-linear post-production techniques. Emphasis will be placed on image manipulation, creation and importing of digital animations, audio enhancement, and image output for various formats. *NR*

**CTVR 253****DIGITAL SPECIAL EFFECTS**  
**3 Units; 3 hours lecture; 1 hour lab***Recommended Preparation:**CTVR 151*

Introduction to creating digital special effects in the non-linear edit suite. Using state-of-the-art special effects software, including After Effects, and Apple Motion, students will learn to combine graphic images with digital video projects, create key-frame 2D animations, text effects, and use visual effect filters. *NR*

**CTVR 260****PRODUCTION DESIGN FOR FILM AND TELEVISION**  
**2 Units; 2 hours lecture**

Learn the art and craft of designing for film and television including set design, set dressing, wardrobe, props, and general stagecraft. Learning to emotionally influence the viewer, set a mood, and general approaches to production design and art direction as well as safety shall be covered. *NR*

**CTVR 261****PRODUCING VIDEO FOR THE WEB – BOOT CAMP**  
**1 Unit; 1 hour lecture***Prerequisite: Completion of or concurrent enrollment in CTVR 101*

This hands-on course uses a professional approach to producing and directing web video content, including extensive market research, preparing and creating webisode ideas, producing a webisode "pilot," and maximizing distribution. This course will teach you how to market your video to an online audience. *NR*

**CTVR 262****PRODUCTION MANAGEMENT**  
**3 Units; 3 hours lecture**

Defines and examines the role of the producer, production manager, coordinator and assistant director through the pre-production, production, and post production phases. Emphasis is placed on script breakdown, crew selection and hiring practices, industry work rules, production procedures, safety requirements and legal issues. *NR*

**CTVR 264**  
**CINEMATOGRAPHY**  
**2 Units; 1.5 hours lecture; 1.5 hours lab**

*Prerequisite: CTVR 101*

Introduction to the art and science of lighting for the camera. The proper set-up, identification, uses, and effects of lighting needed to create dramatic visual images are used to learn the relationship of lighting to the camera, exposure, shutter speed, ISO ratings, and filters. Students will learn crew positions and cinematography organization. *NR*

**CTVR 266**  
**SCRIPT SUPERVISING FOR FILM AND TELEVISION**  
**3 Units; 3 hours lecture; 1 hour lab**

Introduces the theory and practice of script supervising for film and television production. Includes techniques of continuity, timing, script breakdown, edit logs and editing notes for feature films, television shows, commercials, shorts, infomercials and documentaries. *NR*

**CTVR 268**  
**EDITOR'S BOOT CAMP**  
**1 Unit; 1 hour lecture**

An intensive workshop designed to train editors using industry standard applications. Learn how to become an editor, capture video, import and export media, manage projects, manipulate sound and moving pictures on a non-linear editing system including titling and filters. *NR*

**CTVR 280**  
**CINEMA/TELEVISION/RADIO EMPLOYMENT SKILLS**  
**3 Units; 3 hours lecture**

*Recommended Preparation:*

*CTVR 31 or 110 or 124 or 290 or 291*

Training for job search and on the job skills needed to work successfully in any professional setting. Develop job skills in a professional working environment, such as a radio station, television production company, talent agency, or film studio. Development of a job marketing strategy and effective interview skills. *NR*

**CTVR 290**  
**ACTING FOR THE CAMERA I**  
**3 Units; 3 hours lecture; 1 hour lab**

An on-camera process class that develops technical and performance skills specific to film and television. *NR*

**CTVR 291**  
**ACTING FOR THE CAMERA II – CREATING A CHARACTER**  
**3 Units; 3 hours lecture; 1 hour lab**

*Prerequisite: CTVR 290*

An on-camera process class that develops technical skills and acting skills specific to the mediums of film and television. Using Meisner and Hagen techniques to create the reality of doing while working on immediacy, conditioning forces, character action and particularization. On set discipline, protocol and the focal length of performance will also be explored. Material will be suited to the strengths and experience of the individual student. *NR*

**Communication Arts**  
**(SEE CINEMA, TELEVISION, AND RADIO)**

**Computer and Information Management**  
**Includes the following prefixes: CIM, CIMA, CIMN, CIMP, CIMS, & CIMW**

**CIM 1**  
**COMPUTER INFORMATION SYSTEMS**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Examination of computer information systems and their role in business including computer hardware and software, communications and networking concepts, programming techniques, e-commerce, ethics and security, database management systems, Internet usage, and system and application software. Students apply these concepts and methods through hands-on projects to develop computer-based solutions to business problems. *NR*

**CIM 10**  
**INTRODUCTION TO INFORMATION SYSTEMS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introductory concepts and applications software course. Emphasis on hardware and software analysis and design of computers and other types of information systems used for creating, maintaining, retrieving, printing, and communicating computer files. Exercises using word processing, spreadsheet, database, graphics, and communications software and an introduction to the Internet. Provides the experience necessary to recognize the major capabilities available in each software application and how the software applications work together in an integrated information systems environment. *NR*

**CIM 112**  
**MICROSOFT OFFICE**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Provides a computer exploration of Microsoft Office. Extensive activities are provided using word processing, database management, spreadsheet, and presentation software. Focus includes creating, maintaining, and querying a database management system and creating, editing, formatting, and printing text and spreadsheet documents. *NR*

**CIM 120**  
**COMPUTER LITERACY**  
**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

Provides students with basic knowledge of how computers are used in today's world. Focuses on using the computer as a tool to manage information, access the Internet, telecommunicate to and with others, and enhance life-long learning in a technologically-changing society. Exercises in using word processing, spreadsheet, database, graphics, and communications software. No computer experience is required. *NR*

**CIM 121A**  
**KEYBOARDING FOR**  
**COMPUTERS: BEGINNING**  
**1.5 Units; 1.5 hours lecture; 0.5**  
**hours lab**

*Transfers: CSU*  
 Designed to introduce touch keyboarding of letter, number, and symbol keys on the computer. For business and/or personal use. Introduces basic computer operation; no previous computer or typewriting experience required. *NR*

**CIM 121B**  
**KEYBOARDING FOR**  
**COMPUTERS: INTERMEDIATE**  
**1.5 Units; 1.5 hours lecture; 0.5**  
**hours lab**

*Transfers: CSU*  
*Recommended Preparation: CIM 121A*  
 Builds keyboarding speed and accuracy. Introduces word processing command keys and formats to produce basic tables, business letters, memos, and reports. *NR*

**CIM 121C**  
**KEYBOARDING FOR**  
**COMPUTERS: ADVANCED**  
**1.5 Units; 1.5 hours lecture; 0.5**  
**hours lab**

*Transfers: CSU*  
*Recommended Preparation: CIM 121B*  
 Improves keyboarding speed and accuracy. Expands use of word processing command keys and format features to produce complex memorandums, letters, tables, bound and unbound reports, and job application documents. *NR*

**CIM 274A**  
**WEB DIGITAL IMAGERY:**  
**PHOTOSHOP--BEGINNING**  
**1.5 Units; 1.5 hours lecture; 1**  
**hour lab**

Fundamentals of digital image processing, retouching, and painting as used on the web in business. Overview of image design process from digitizing images to outputting them to a website. Web safe palettes, selection tools, layers, masks, custom brushes, patterns, filter to create special effects, and editing photographs will be introduced. *NR*

**CIM 274B**  
**WEB DIGITAL IMAGERY:**  
**PHOTOSHOP – ADVANCED**  
**1.5 Units; 1.5 hours lecture; 1**  
**hour lab**

*Recommended Preparation: CIM 274A*  
 Advanced web digital image processing, advanced layer techniques, special effects, dithering, background transparencies, retouching, painting, and simple GIF animation. Includes overview of image elements of web design, and manipulating JPEG digital format for web output. *NR*

**CIMA 102**  
**WORD PROCESSING: WORD**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*  
 Provides training on the use of word processing software. Students will utilize program features to create, edit, and format documents for personal and business use (formerly CIM 214). *NR*

**CIMA 102A**  
**WORD PROCESSING: WORD--**  
**BEGINNING**  
**1.5 Units; 1 hour lecture; 1.5**  
**hours lab**

*Transfers: CSU*  
 Provides training on the use of computer-based word processing software and/or applications. Covers creating, editing, and formatting personal and business documents (formerly CIM 214A). *NR*

**CIMA 102B**  
**WORD PROCESSING: WORD--**  
**ADVANCED**  
**1.5 Units; 1 hour lecture; 1.5**  
**hours lab**

*Transfers: CSU*  
*Recommended Preparation: CIMA 102A*  
 Provides skills for the user of word-processing applications software. Recommended for students who possess basic word processing skills (formerly CIM 214B). *NR*

**CIMA 104**  
**SPREADSHEETS: EXCEL**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*  
 Provides information and training in the use of computer-based spreadsheet software for business applications. Workbooks will be produced for a variety of applications (formerly CIM 216). *NR*

**CIMA 104A**  
**SPREADSHEETS: EXCEL –**  
**BEGINNING**  
**1.5 Units; 1 hour lecture; 1.5**  
**hours lab**

*Transfers: CSU*  
 Entry-level course provides beginning information and training in the use of computer-based spreadsheet software for business applications (formerly CIM 216A). *NR*

**CIMA 104B**  
**SPREADSHEETS: EXCEL –**  
**INTERMEDIATE**  
**1.5 Units; 1 hour lecture; 1.5**  
**hours lab**

*Transfers: CSU*  
*Recommended Preparation: CIMA 104A*  
 Provides information and training in the use of computer-based spreadsheet software for business applications (formerly CIM 216B). *NR*

**CIMA 106**  
**DATABASE: ACCESS**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*  
 Utilize database management software to generate applications for solving business problems. Emphasis is on concepts and procedures for designing databases and producing reports. Database objects such as tables, forms, queries, and reports will be created (formerly CIM 218). *NR*

**CIMA 108**  
**BUSINESS PRESENTATIONS:**  
**POWERPOINT**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*  
 Surveys the concepts, structures, and processes utilized in developing and managing professional business presentations using commercially available software packages. Students will create a variety of presentation formats (formerly CIM 230). *NR*

**CIMA 202**  
**ADVANCED WORD**  
**PROCESSING: WORD**  
**3 Units; 3 hours lecture; 1 hour lab**

*Recommended Preparation:*  
**CIMA 102 or 283E**

Develops competencies in the advanced topics of word processing software. Students will learn to create reusable content and build documents using reusable content; revise documents using markup tools; create, apply, and modify table styles; sort tables; work with nested tables; use formula fields in tables; create, manage and protect forms; work with long documents; create index, bookmarks, table of contents, and table of figures; use linking and embedding objects; create and edit macros; and use advanced mail merge features. *NR*

**CIMA 204**  
**ADVANCED SPREADSHEETS:**  
**EXCEL**  
**3 Units; 3 hours lecture; 1 hour lab**

*Recommended Preparation:*  
**CIMA 104 or CIMA 283F**

Develop competencies in the advanced topics of spreadsheet software. Create PivotTables and PivotCharts. Use advanced specialized math, statistical, logical, financial and lookup functions. Create macros, templates and styles and prepare workbooks for distribution. Use collaboration tools, data analysis, solver, and scenario features. Audit worksheets. *NR*

**CIMA 206**  
**ADVANCED DATABASE:**  
**ACCESS**  
**3 Units; 3 hours lecture; 1 hour lab**

*Recommended Preparation:*  
**CIMA 106 or CIMA 283H**

Develops competencies in the advanced topics of database software. Learn to validate data, normalize data tables, use analysis and design tools, and export and import data. Create advanced action, parameter, append, delete and crosstab queries. Perform data mining with PivotTables. Create advanced forms and reports. Create macros and write SQL statements. Encrypt/decrypt databases and improve database performance. *NR*

**CIMA 212**  
**MANAGING PROJECTS WITH**  
**MICROSOFT PROJECT**  
**3 Units; 3 hours lecture; 0.5 hours lab**

Learn to create a complete project schedule with tasks and task relationships. Edit and organize a project, assign resources to the tasks, and use Project views to get information. Learn to sort, find, and filter tasks or resources in a project; use views, tables, details, groups, and filters to view project information; create and edit views, tables, and filters; shorten the critical path of the project; manage the project's resources; manage and view cost information; format and print views, Gantt charts, calendars, and reports; and track the completion of tasks in the project (formerly CIM 221). *NR*

**CIMA 223A**  
**COMPUTERIZED ACCOUNTING:**  
**QUICKBOOKS—BEGINNING**  
**1.5 Units; 1.5 hours lecture; 0.5 hours lab**

*Recommended Preparation:*  
**CIMN 100A**

Provides background and training in the use of QuickBooks software in the Windows environment. Business accounting records are set up to handle chart of accounts, merchandise, customers and receivables, vendors and payables, banking, inventory, and reports (formerly CIM 223A). *NR*

**CIMA 223B**  
**COMPUTERIZED ACCOUNTING:**  
**QUICKBOOKS—ADVANCED**  
**1.5 Units; 1.5 hours lecture; 0.5 hours lab**

*Recommended Preparation:*  
**CIMA 223A**

Provides training in advanced business accounting procedures in QuickBooks using the Windows environment. Includes inventory setup, employee and payroll setup, sales tax setup, estimates, time tracking, pass through expenses, and adjustment and year-end procedures (formerly CIM 223B). *NR*

**CIMA 283A**  
**OFFICE SKILLS—OFFICE**  
**PROCEDURES**  
**2.5 Units; 2.5 hours lecture**  
 Prepares students to work efficiently in today's offices. Topics include characteristics of a successful employee, organization and time management, written, oral, and interoffice communications, records management, planning meetings, arranging for business travel, career advancement, and business etiquette (formerly CIM 213A). *NR*

**CIMA 283B**  
**OFFICE SKILLS—KEYBOARDING**  
**0.5 Unit; 0.5 hours lecture; 1 hour lab**  
 Designed to introduce touch keyboarding of letter, number, and symbol keys on the computer. Introduces basic computer operation. No previous computer or typewriting experience required (formerly CIM 213B). *NR*

**CIMA 283D**  
**OFFICE SKILLS—WINDOWS**  
**0.5 Unit; 0.5 hours lecture; 1 hour lab**  
 Entry-level course introduces the fundamentals of the Windows operating system. Topics include the desktop, manipulating Windows, using Help, launching applications, managing files and folders with Explorer and My Computer, and handling disk maintenance (formerly CIM 213D). *NR*

**CIMA 283E**  
**OFFICE SKILLS—WORD**  
**PROCESSING (WORD)**  
**0.5 Unit; 0.5 hours lecture; 1 hour lab**  
 Entry-level course provides instruction on the use of computer-based word processing software and/or applications. The functions of creating, editing, and manipulating documents of varying sophistication will be introduced (formerly CIM 213E). *NR*

**CIMA 283F**  
**OFFICE SKILLS—SPREADSHEETS**  
**(EXCEL)**  
**0.5 Unit; 0.5 hours lecture; 1 hour lab**  
 Entry-level course provides beginning information and training in the use of computer-based spreadsheet software for business applications. Spreadsheet worksheets will be produced for a variety of applications (formerly CIM 213F). *NR*

**CIMA 283G**  
**OFFICE SKILLS–DESKTOP PRESENTATION FOR BUS (POWERPOINT)**  
*0.5 Unit; 0.5 hours lecture; 1 hour lab*  
 Entry-level course to provide beginning information and training in the use of desktop presentation software for business applications. Students create, modify, and enhance desktop presentations (formerly CIM 213G). *NR*

**CIMA 283H**  
**OFFICE SKILLS–DATABASE (ACCESS)**  
*0.5 Unit; 0.5 hours lecture; 1 hour lab*  
 Entry-level course provides beginning information and training in the use of database software for business applications. Database queries, tables, and forms will be produced for a variety of applications (formerly CIM 213H). *NR*

**CIMA 283J**  
**OFFICE SKILLS–DESKTOP PUBLISHING (PUBLISHER)**  
*0.5 Unit; 0.5 hours lecture; 1 hour lab*  
 Entry-level course designed to provide beginning information and training in the use of desktop publishing software for business applications. Desktop published examples will be produced for a variety of applications (formerly CIM 213J). *NR*

**CIMA 283K**  
**OFFICE SKILLS–BUSINESS EMAIL (OUTLOOK)**  
*0.5 Unit; 0.5 hours lecture; 1 hour lab*  
 Entry-level course to provide beginning information and training in the use of email software. Covers sending and receiving e-mail messages, managing contacts, and business email etiquette. Provides instruction in using Calendar for scheduling appointments, planning meetings, scheduling events, and tasks feature. *NR*

**CIMA 288**  
**DATABASE REPORTING**  
*3.5 Units; 3 hours lecture; 1.5 hours lab*  
 Provides students with the knowledge and skills to turn data into information through use of business intelligence tools such as Crystal Reports and Microsoft SQL Reporting Services. Students will create desktop reports using local databases and web based enterprise level reports from relation data engines such as SQL Server (formerly CIM 288). *NR*

**CIMN 100**  
**COMPUTER OPERATING SYSTEMS: WINDOWS**  
*3 Units; 3 hours lecture*  
*Transfers: CSU*  
 Skills include manipulating files and folders in Window's scheme of file management. Competency will be gained using Windows supplied programs to create, save, and print files and customize the desktop. Ability to manage computer security, Internet Explorer, and Live Essentials, which provides interaction via the web, will be covered. Expertise will be gained in ability to use media and graphics manipulation tools such as Media Center and Movie Maker. Setting up and using a small network to share information will be introduced. Students will learn to maintain and optimize their computer's performance, backing up files, installing and managing printers and hardware. End-user techniques for diagnostic and trouble-shooting procedures will be discussed (formerly CIM 174). *NR*

**CIMN 100A**  
**COMPUTER OPERATING SYSTEMS: WINDOWS–BEGINNING**  
*1.5 Units; 1.5 hours lecture*  
*Transfers: CSU*  
 Develop skills including manipulating files and folders utilizing Windows file management features. Competency will be gained using Windows supplied programs to create, save, and print files. The ability to customize file and folder management and the desktop will be covered. Ability to manage computer security will be discussed. In addition, students will develop proficiency in managing and using Internet Explorer as well as Live Essentials, which provides mail, news and messages. End-user techniques for diagnostic and trouble-shooting procedures will be introduced (formerly CIM 174A). *NR*

**CIMN 100B**  
**COMPUTER OPERATING SYSTEMS: WINDOWS–INTERMEDIATE**  
*1.5 Units; 1.5 hours lecture*  
*Transfers: CSU*  
*Recommended Preparation: CIMN 100A*  
 Utilize Live Messenger for instant messaging and blogging. Use Live Movie Maker, Live Photo Gallery, and Media Center media and graphics manipulation tools. Set up and use a small network and mobility center to share information. Students will learn to maintain and optimize their computer's performance, add and remove programs, and back up files. Installing and managing printers and hardware will be introduced. End-user techniques for diagnostic and trouble-shooting procedures will be discussed (formerly CIM 174B). *NR*

**CIMN 200**  
**INTRODUCTION TO NETWORKING**  
*3 Units; 3 hours lecture*  
 Prepares students for CompTIA's Network+ exams. Focuses on configuring, managing, and troubleshooting the elements of a basic network infrastructure (formerly CIM 251). *NR*

**CIMN 210**  
**NETWORKING ESSENTIALS AND TECHNOLOGIES**  
*3.5 Units; 3 hours lecture; 1 hour lab*  
 Presents LAN and WAN technologies in detail. Covers network operations, design concepts, and protocols. Students will learn how to make infrastructure components and set up workstations for LAN operability and WAN interoperability. LAN and WAN networks will be designed and implemented using hubs, switches, and routers. Basic Cisco switch and router programming and troubleshooting strategies are included (formerly CIM 252). *NR*

**CIMN 220A**  
**MCSE CERTIFICATION EXAM PREP I**  
*3 Units; 2.5 hours lecture; 1.5 hours lab*  
 MCSE Exam 70-410. Covers Installing and Configuring Windows Server 2012 through simulations, practice tests, and feedback (formerly CIM 292A). *NR*

**CIMN 220B**  
**MCSE CERTIFICATION EXAM PREP II**  
*3 Units; 2.5 hours lecture; 1.5 hours lab*  
 MCSE Exam 70-411. Covers Administering Windows Server 2012 through simulations, practice tests, and feedback (formerly CIM 292B).*NR*

**CIMN 220C**  
**MCSE CERTIFICATION EXAM PREP III**  
*3 Units; 2.5 hours lecture; 1.5 hours lab*  
 MCSE Exam 70-412. Covers Configuring Advanced Windows Server 2012 Services through simulations, practice tests, and feedback (formerly CIM 292C). *NR*

**CIMN 220D**  
**MCSE CERTIFICATION EXAM PREP IV**  
*3 Units; 2.5 hours lecture; 1.5 hours lab*  
 MCSE Exam 70-413. Covers Designing and Implementing a Server Infrastructure through simulations, practice tests, and feedback (formerly CIM 292D). *NR*



**CIMN 220E****MCSE CERTIFICATION EXAM  
PREP V****3 Units; 2.5 hours lecture; 1.5  
hours lab**

MCSE Exam 70-414. Covers Implementing an Advanced Server Infrastructure through simulations, practice tests, and feedback (formerly CIM 292E). *NR*

**CIMN 220F****MCITP CERTIFICATION EXAM  
PREP VI****3 Units; 2.5 hours lecture; 1.5  
hours lab**

MCITP Exam 70-680. Covers Installing, Configuring, and Administering Windows 7 through simulations, practice tests, and feedback (formerly CIM 292F). *NR*

**CIMN 230****COMPUTER OPERATING  
SYSTEMS: UNIX/LINUX****3 Units; 3 hours lecture**

Provides an overview of operating system concepts. Presents implementation through the use of UNIX/Linux commands. Operating system concepts such as file systems, variables, and permissions are discussed. Students use a computer system to execute problem-solving exercises using UNIX/Linux commands, both in the shell and in the GUI (Graphical User Interface). Students learn and use commands that are necessary for maintaining a UNIX/Linux workstation including file and directory management commands, editors, pipes, filters and redirection commands, permissions, processes and elementary shell scripting (formerly CIM 172). *NR*

**CIMN 240****FUNDAMENTAL UNIX/LINUX  
SYSTEM ADMINISTRATION****3 Units; 3 hours lecture***Recommended Preparation:**CIMN 230*

Explore the fundamental responsibilities of a UNIX/Linux system administrator. Provides a network administrator an in-depth look at how to perform day-to-day administrative and maintenance tasks on a UNIX/Linux-based network. Topics include installing UNIX/Linux; configuring X windows and common system hardware; creating and maintaining the file system; boot process; administering user and group accounts; integration of a workstation with an existing network; administering printing subsystems; system log responsibilities; backing up file systems; configuring the kernel; basic performance, memory, and process management; and basic troubleshooting. Includes creation of shell scripts to automate system administration tasks (formerly CIM 256). *NR*

**CIMN 250****NETWORK AND SECURITY  
ADMINISTRATION USING  
UNIX/LINUX****3 Units; 3 hours lecture***Recommended Preparation:**CIMN 240*

Guides students through the fundamental responsibilities of Unix/Linux system administrator in building and maintaining an internal LAN using multipurpose servers. Topics will cover TCP/IP administration; installing and maintaining SMB protocols; and installing and maintaining basic server applications such as sendmail, DHCP, and DNS. Includes introductions to database backends, network security, developing a security policy, file and file system security, password security, service-based security, and firewalls. The student will learn to set up a Unix/Linux internal server and configure common network services and security at a basic level (formerly CIM 257). *NR*

**CIMN 260****INTERCONNECTING CISCO  
NETWORK DEVICES****3 Units; 3 hours lecture**

Qualifies the student to take the Cisco CCNA exam. Provides a firm foundation of Cisco's IOS, routing and protocols, layered communications, and WAN strategies (formerly CIM 297). *NR*

**CIMP 5****BUSINESS PROGRAMMING I:  
VISUAL BASIC****3.5 Units; 3 hours lecture; 1.5  
hours lab***Transfers: CSU, UC*

Provides an introduction to the fundamentals of event driven, object-oriented programming using Microsoft Visual Basic. Emphasis is on business application development. Topics include graphical design of Windows, programming event procedures, general procedures, and application development with multiple windows. Students will create complete applications in addition to weekly exercises in visual programming (formerly CIM 2A). *NR*

**CIMP 7A****BUSINESS PROGRAMMING:  
JAVA-BEGINNING****3 Units; 3 hours lecture***Transfers: CSU, UC*

Java language and object-oriented programming will be utilized to develop business applications. Discussion topics include: the significance of Java as an object-oriented programming tool, classes and methods, input and output, arrays, inheritance, information hiding, polymorphism, encapsulation, primitive types, flow control, interfaces, packages, and the Java API (formerly CIM 7A). *NR*

**CIMP 7B****BUSINESS PROGRAMMING:  
JAVA-ADVANCED****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**CIMP 7A*

An in-depth study of advanced Java programming concepts. Provides skill in advanced programming, sockets, exception handling, file handling, networking, dynamic data structures, HTML, threads, multithreading, Swing, container classes, GUI text input/output (I/O), Abstract Windowing Toolkit (AWT), events, listeners, graphics, Applications Programmer Interface (API), utility package, Object-Oriented Programming (OOP), inheritance, information handling and recursion (formerly CIM 7B). *NR*

**CIMP 115****BUSINESS PROGRAMMING-C#****3.5 Units; 3 hours lecture; 1.5  
hours lab***Transfers: CSU*

Emphasizes C# and object-oriented programming for software development of business applications. Includes familiarity with Visual Studio.NET as a development environment and introduction to all the .NET languages supported by the .NET framework. Introduces C# as an object-oriented language that makes extensive use of all object-oriented programming concepts such as inheritance, polymorphism, and overloading. Also includes class design and use, strict datatyping, method construction and use, and other programming concepts (formerly CIM 287). *NR*

**CIMP 210****MS SQL SERVER BUSINESS INTELLIGENCE DEV/T-SQL****3 Units; 3 hours lecture**

Transact-SQL allows developers to write ad hoc queries as well as to write and invoke complex stored procedures, integration packages, and reports. Students will learn how to create and write queries, functions and triggers and also retrieve and maintain data using Transact-SQL (formerly CIM 219). *NR*

**CIMP 220****ANDROID MOBILE APPS – BEGINNER****3.5 Units; 3 hours lecture; 1.5 hours lab**

Create mobile Android applications. Installing and using Android Studio and the Android sdk, using activities and intents, displaying notifications, creating rich user interfaces, mastering views and menus, managing data, working with sms and messaging api's, using location-based services, packaging and publishing application to the Android market. *NR*

**CIMP 222****ANDROID MOBILE APPS ADVANCED****3.5 Units; 3 hours lecture; 1.5 hours lab**

Advanced Android topics focusing on the latest API and SDKs including multi-fragment user interfaces, action bar and tabbed navigation, animation and graphics, location services and sensors, data storage both local and JSON web services, media and camera integration. Students will develop using latest version of Java JRE with Android Studio. Emphasis on business applications including a final project to be deployed for publication. *NR*

**CIMP 225****WINDOWS STORE APPS BEGINNING****3.5 Units; 3 hours lecture; 1.5 hours lab**

Develop Windows Store applications using Visual Studio and C#/XAML/Java/HTML. Create UI, respond to user interaction, work with data and files, web and network services, manage user information, launch and resume apps, integrate devices, debugging, globalization, accessibility, packaging and deploying apps. *NR*

**CIMP 230****INTRODUCTION TO COMPUTER AND VIDEO GAME DESIGN****3 Units; 3 hours lecture**

Introduction to basic video game concepts and design: tools, languages, AI concepts, level design, storytelling, careers, relationship to technology (especially CPU/GPU), history and future. Tools examined: direct- (X, play and sound), OpenGL and game engines. Includes overview of scripting and programming languages used in game development. Introduction to mobile app game development. The evolution and future of game development is included. Theoretical concepts of game design, AI, storytelling, and level design will be demonstrated. Class will use a strategy video game to demonstrate concepts and theory. Includes discussion of effective individual and team play strategies. Virtual reality, mobile wireless gaming, immersion, and emotioneering will also be introduced (formerly CIM 286). *NR*

**CIMP 235****IPHONE & IPAD PROGRAMMING BEGINNING****3.5 Units; 3 hours lecture; 1.5 hours lab**

Application building for the iPhone or the iPad using the iOS Software Development Kit (SDK). Students will create, test, debug and manage their iOS apps. There is considerable focus on Objective-C, the language used to create these applications. In addition to the tools and the language, students explore the design patterns as recommended by Apple developers. *NR*

**CIMP 240****MS SQL SERVER BUSINESS INTELLIGENCE DEV/T-SQL****3 Units; 3 hours lecture; 3 hours learning center**

Transact-SQL allows developers to write ad hoc queries as well as to write and invoke complex stored procedures integration packages, and reports. Students will learn how to create and write queries, functions and triggers and also retrieve and maintain data using Transact-SQL. *NR*

**CIMP 241****CLOUD COMPUTING FOR DEVELOPERS****3.5 Units; 3 hours lecture; 1.5 hours lab**

Hands on fundamentals of cloud computing as it relates to IT professionals both in application development and systems management. Infrastructure as a Service (IaaS) and Platform as a Service

(PaaS) will be investigated. Building and scaling virtual machines, deploying and managing saleable web sites, designing mobile service back ends, data services including SQL Database, plus storage services such as Table and Blob storage. This is tied together with App Services using message queues between web and worker roles. Development both locally in Visual Studio and directly in the cloud portal. *NR*

**CIMS 200****INFORMATION SECURITY FUNDAMENTALS****3 Units; 3 hours lecture***Recommended Preparation:**CIMN 230, 100 OR 100A/B, & 200*

Provides fundamental knowledge for managing all aspects of an enterprise-wide security life cycle including: security policy development, authentication, encryption, securing operating systems and network infrastructure, firewall and intrusion detection technologies, intrusion prevention and incident response procedures (formerly CIM 279). *NR*

**CIMS 230****SECURITY+****3 Units; 3 hours lecture**

Provides a comprehensive overview of network security including authentication methods, common network attacks, safeguarding against attacks, remote access, email, the web, directory and file transfer, wireless data, various network devices and media, and proper use of perimeter topologies such as DMZs, Extranets, Intranets, cryptography basics, asymmetric and symmetric algorithms, and operational and organizational security. Geared for students pursuing CompTIA Security+ Certification (formerly CIM 284). *NR*

**CIMS 240****INTRODUCTORY COMPUTER FORENSICS****3 Units; 3 hours lecture**

Students will learn the skills necessary to launch and complete a successful computer investigation. Guides students through conducting a high-tech investigation, from acquiring digital evidence to reporting its findings. Students will learn how to set up a forensics lab, how to acquire the proper and necessary tools, and how to conduct the investigation and subsequent digital analysis. Features free downloads of the latest forensic software, so students can become familiar with the tools of the trade (formerly CIM 293). *NR*

**CIMS 250  
CYBERLAW**

**3 Units; 3 hours lecture**

Helps students understand the legal and policy issues associated with the Internet. Tackling a full range of topics including copyright law, trademarks in e-commerce, online tax-related issues, cybercrimes, regulating online speech, and privacy protection. Topics studied through recent relevant cases, discussion questions and exercises (formerly CIM 294). *NR*

**CIMW 100  
WEB SITE  
DEVELOPMENT:HTML**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Use recommended web site design practices, HTML code, Java applets, JavaScript and multimedia (sound and video) to construct basic web pages/web sites. Publish web pages to a server using FTP software. Use Cascading Style Sheets (CSS) to format color, text and page layout. Create and use tables and forms styling them with CSS, and learn to handle form data. Discuss functions and job roles for a successful web project development, and e-commerce and web promotion. Examine the use and function of visual elements such as graphics and hyperlinks, multimedia, interactivity, Java applets, and JavaScript including variables, operators, if statements, event handling and form validation. *NR*

**CIMW 100A  
WEB SITE DEVELOPMENT:  
HTML-BEGINNING**

**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

*Recommended Preparation:*

*CIMN 100 or CIMN 100A/B*

Utilize HTML code to construct basic web pages and web sites. Topics include text formatting commands, links, and email. Use CSS to configure color, text and page layout. Identify and use recommended Web site design practices. Use visual elements, graphics, hyperlinks, lists, columns, page layout and print styling in web pages and web sites, using CSS when appropriate. Identify and apply steps to publish web pages to a server using FTP software (formerly CIM 271A). *NR*

**CIMW 100B  
WEB SITE DEVELOPMENT:  
HTML-ADVANCED**

**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

*Recommended Preparation:*

*CIMW 100A*

Continuation of CIMW 100A. Introduces advanced concepts for creating web pages that enable the improved delivery of information over the Web. Topics include tables, forms and ability to style them with CSS and work with server-side processing. Identify skills, functions and job roles required for a successful web project development is covered. Use and function of multimedia and interactivity, Java applets, Java scripts introduced. Overview of E-Commerce and web promotion. Introduction to JavaScript including the Document Object Model, use of variables, operators, if statements, event handling and form validation. Students will construct web sites that use multimedia features such as sounds, video, and Java applets (formerly CIM 271B). *NR*

**CIMW 105  
WEB DEVELOPMENT AND DB:  
INTRO SQL AND MYSQL**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Introduction to databases, web server-side databases and the Structured Query Language (SQL). Course uses MySQL to create, manipulate, and query databases. Covers the fundamentals of a relational database, basic selection queries, sub-queries, multiple table queries, joins, aggregate calculations, updating data, MySQL database administration, data definition and manipulation, views, sorting, triggers, constraints, indexes and basic introduction to PL/SQL (formerly CIM 205A). *NR*

**CIMW 110A  
INTRO TO CREATING WEB  
PAGES I USING  
DREAMWEAVER & WP**

**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

An introduction to creating, publishing and testing documents on a web server. Students maintain both personal and business web sites consisting of web pages created in Dreamweaver. Dreamweaver will be used to demonstrate web site development framework, design elements, and design principles. Course will cover internet concepts, web site management, linking, FTP, HyperText Markup Language (HTML) specifications, typography, inserting graphics with text, intro to CSS, working with internal and external hyperlinks. Course provides an introduction to WordPress blogging and posting to discussion boards. Requires no previous Web design experience (formerly CIM 278A). *NR*

**CIMW 110B  
INTRO TO CREATING WEB  
PAGES II USING  
DREAMWEAVER & WP**

**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

*Recommended Preparation:*

*CIMW 110A*

An advanced course in creating web pages. Students will maintain an intermediate web site consisting of web pages created in Dreamweaver. Includes rollovers, navigation bars, Cascading Style Sheets (CSS), forms, JavaScript form validation, tables, inserting video, animation, sound, page layout, absolute positioning (AP) and other advanced DHTML editing (formerly CIM 278B). *NR*

**CIMW 115**  
**INTRO WEB DESIGN & DEVELOPMENT WEB PAGE CREATION DREAMWEAVER**  
**3 Units; 3 hours lecture**  
*Transfers: CSU*

Introduction to web design and development in creating web pages using modern tools such as Adobe Dreamweaver and WordPress. Teaches basic introduction to HTML and CSS following World Wide Web Consortium (W3C) guidelines and validation. Provides an overview of FTP, internet, social implications, accessibility, and web security. Students will maintain a website on a World Wide Web (WWW) server consisting of HTML, advanced HTML elements such as links, tables, forms, intro JavaScript validation, object and frames, and basic CSS selectors. Using CSS students will configure layouts, fonts, colors and other properties. Includes website integration of Microsoft Word, graphics, video, and sound. Introduces basic web animation and video editing. *NR*

**CIMW 207**  
**SOCIAL MEDIA & WEB FUNDAMENTALS**  
**1.5 Units; 1.5 hours lecture; 0.5 hours lab**

Overview of the historical and current aspects of the Internet, online communications, and social networking basics. Students are introduced to netiquette, 508 standards, electronic mail, discussion groups, video and non-video chat rooms, search techniques and tools, the World Wide Web, Internet browsers and add-ons for web browsers. Web page development, design, content and security issues are introduced (formerly CIM 227). *NR*

**CIMW 220**  
**WEB AND MOBILE 3D/2D ANIMATION: ADOBE FLASH**  
**3 Units; 3 hours lecture; 1 hour lab**

Interactive animations of websites using Adobe FLASH. Course covers beginning and intermediate animation concepts to build web animation. Explores frame-by-frame animation, basic tweening, HTML publishing, symbol creation and sound compression. Integration of sound to achieve communication objectives on the web, and importing and modifying graphics and complex animations will be introduced (formerly CIM 264). *NR*

**CIMW 240**  
**CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)**  
**3 Units; 3 hours lecture**

Explores how to use Cascading Style Sheets (CSS) to take your HTML web pages to the next level. CSS provides the means to create desktop publishing and mechanisms for supporting multiple devices. Covers all basic CSS fundamentals including: page layout, positioning, text alignment, formatting, margins, borders, text-flow, background images, typography and CSS3 features (border radius, gradients, and text shadows). Discuss how to debug web pages using Dreamweaver and web browsers. Create mobile web pages using bulletproof page layouts, and apply CSS presentation to content with known structure and RWD (Responsive Web Design) concepts of Fluid Grid Layout, HTML5, and CSS3 media query (formerly CIM 272 and CIMW 240). *NR*

**CIMW 245**  
**WEB DEVELOPMENT: PHP & CMS/WORDPRESS AND E-COMMERCE**  
**3 Units; 3 hours lecture**

Covers server-side web development using the PHP scripting language. Create dynamic server-side web pages. Topics include: PHP syntax, variables, HTML forms, super globals, arithmetic operations, numbers, strings, control structures, arrays, creating functions, XML, XML Styling Language (XSL), FTP, IDE setup and folders. Includes introduction to MySQL, PHP with MySQL, advanced PHP MySQL integration and PHP with client-side JavaScript/AJAX. Students will create and maintain PHP programs on a World Wide Web (WWW) server. Also includes introduction to Content Management Systems (CMS), WordPress, Dreamweaver/WordPress integration and E-Commerce (formerly CIM 225 and CIMW 245). *NR*

**CIMW 250**  
**MICROSOFT ASP.NET-BEGINNING**  
**3.5 Units; 3 hours lecture; 1.5 hours lab**

Create Microsoft ASP.NET & MVC web applications that deliver dynamic content to the web by using Visual Studio.NET. Create and populate ASP.NET web forms and add functionality to server controls that are on an ASP.NET web form. Create user controls to access data in an ASP.NET web application (formerly CIM 260A and CIMW 250A). *NR*

**CIMW 260**  
**WEB DEVELOPMENT: JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX**  
**3 Units; 3 hours lecture**

Client-side World Wide Web (WWW) development using JavaScript and JavaScript Frameworks including: jQuery, jQuery UI (User Interface), jQuery Mobile and introduction to Asynchronous JavaScript and XML (AJAX). Includes an overview of basic JavaScript programming: data types, operators, functions, events, control structures, Browser Object Model, Window Object Model, Document Object Model, HTML forms, JavaScript regular expression validation, Web browser debugging, cookies, CSS style object, and website mashups using AJAX (formerly CIM 269B and CIMW 260). *NR*

**CIMW 262**  
**AJAX-ADVANCED JAVASCRIPT WITH XML**  
**3 Units; 3 hours lecture**

Provides students with the knowledge and skills necessary to use JavaScript, XML, and server-side languages to develop dynamic Web-based applications. Topics of study include the use of asynchronous JavaScript, the Document Object Model, XML in Web page requests, server-side languages (e.g. PHP, Java) to query and return information from a relational database, and how to design and develop new AJAX applications (formerly CIM 231). *NR*

## **CIMW 280 WEB DESIGN: CAPSTONE PORTFOLIO PROJECT**

**1.5 Units; 1.5 hours lecture**

Enables the student to demonstrate the mastery of the learning objectives in the Webmaster, Web Designer, or E-Commerce Specialist programs. Guides the student through the process of developing a portfolio. Focuses on demonstration of the knowledge, skills, and techniques required to plan, develop, and implement a portfolio website on the World Wide Web (WWW). Includes discussion on advanced Flash sites, CSS sites, Adobe Creative Suite, Adobe Dreamweaver, RWD, SEO, image viewers, and use of various technologies to develop a portfolio website. Also includes comprehensive review of basic concepts covered in certificate courses: Dreamweaver, HTML, CSS, JavaScript, SQL and PHP. Should be taken in the final semester of the program (formerly CIM 298).  
*NR*

## **Computer Maintenance Technology**

### **CMT 215 ELECTRONICS FOR COMPUTER TECHNOLOGISTS**

**3 Units; 3 hours lecture**

Electronics summary covering the basics of electronics terminology, components, circuits, waveforms, equipment, assembly techniques, and troubleshooting which are relevant for computer technologists. Includes both analog and digital circuit fundamentals, plus discrete and integrated circuits related to computer technology and associated hardware. The emphasis is on basic concepts without extensive numerical analysis and calculations. *NR*

### **CMT 220 COMPUTER MAINTENANCE AND REPAIR I**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

First course of two in the sequence covering the basics of computer maintenance and repair. Includes PC hardware overview, motherboards, microprocessors, power supplies, memory, expansion buses, hard disk drives, and optical drives. Lab exercises with PCs give hands-on experience of the topics being studied. *NR*

### **CMT 225 COMPUTER MAINTENANCE AND REPAIR II**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: CMT 220*

Second course in the sequence covering the basics of computer maintenance and repair. Includes printers, modems and communication devices, video adapters and displays, sound cards, introductory network concepts, Windows software issues, computer security, and computer troubleshooting. Lab exercises provide hands-on experience of the topics being studied. *NR*

### **CMT 230 APPLIED NETWORK TECHNOLOGY**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: CMT 225*

Study of computer networks for technicians. Includes network wiring, connectors, repeaters, hubs, routers, bridges and their application to system specifications and the OSI model and its protocols. Installation, troubleshooting, and maintenance of computer networks and network hardware are emphasized in the laboratory. *NR*

### **CMT 235 A+ EXAM PREPARATION FOR COMPUTER SERVICE TECHNICIANS**

**3 Units; 3 hours lecture**

*Recommended Preparation: CMT 220, 225, 230*

Preparation and review for the A+ Certification Exams for computer service technicians. Covers topics for all exams. Test taking strategies and practice tests will be covered. *NR*

## **Computer Science**

### **CS 1A INTRODUCTION TO COMPUTER SCIENCE I**

**5 Units; 4 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

The first course in the Introduction to Computer Science series. Designed as a hands-on introduction to the field of computer science for students preparing to enter the field or who are looking for a general interest course. Includes an overview of the history of computers, their hardware, and systems software. Emphasizes algorithm development using modern design methodologies and programming concepts up to and including looping algorithms, functions, and arrays. Programs implemented in a contemporary high-level-language currently C++.  
*NR*

### **CS 1B INTRODUCTION TO COMPUTER SCIENCE II**

**5 Units; 4 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: CS 1A*

The second course in the Introduction to Computer Science series. Covers programming concepts including the properties of modularity and applies a contemporary high level programming language, currently C++, to the solutions of a wide variety of problems relating to science and business. Emphasis is on development, debugging, and testing of programs that use a wide variety of simple and composite data types. Includes functional and object-oriented programming. *NR*

### **CS 1C INTRODUCTION TO COMPUTER SCIENCE III**

**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: CS 1B*

The third and final course in the Introduction to Computer Science series. Designed for computer science majors and interested professionals. Topics include lexical conventions, data types, classes, constructors, destructors, overloading, conversions, inheritance, exceptions, and I/O. Solutions will be implemented using a high-level language - currently C++  
*NR*

**CS 1D****DATA STRUCTURES****5 Units; 4 hours lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation: CS 1B and 1C*

Covers basic concepts of data structures and related algorithms. The abstract data types of lists, stacks, queues, strings, binary and general trees, multidimensional and sparse arrays, and graphs will be discussed and implemented using a contemporary programming language. Recursion, searching, and sorting will also be examined. *NR*

**CS 3A****COMPUTER ORGANIZATION AND MACHINE LANGUAGE****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation: MATH 253 and CS 1A*

An introductory course in computer organization with emphasis on machine language programming. Concepts covered include finite precision arithmetic, floating point architecture, Boolean Algebra, computer systems organization, microprogramming, and conventional machine language programming with the corresponding assembly language notation. *NR*

**CS 3B****COMPUTER ORGANIZATION AND ASSEMBLY LANGUAGE****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation: CS 1A and CS 3A*

Develops the concepts of computer organization begun in CS 3A with an emphasis in assembly languages. The concepts covered include languages, operating systems, and multi-level machines. *NR*

**CS 4A****INTRODUCTION TO JAVA FOR COMPUTER SCIENCE****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation: CS 1B*

An introduction to developing Java applications and applets. Topics include classes, inheritance, exceptions, arrays, vectors, recursion, streams, the abstract windowing tool kit, and swing components. *NR*

**CS 4B****ADVANCED TOPICS IN JAVA FOR COMPUTER SCIENCE****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation: CS 4A*

Advanced topics in Java including core class libraries, the swing components, the collections framework, multi-threading, servlets, JSP, RMI, JDBC, and software engineering concerns. *NR*

## Cooperative Work Experience

**CWE 180****COOPERATIVE WORK EXPERIENCE****Units and Hours Vary***Transfers: CSU*

Provides supervised work experience extending classroom based occupational learning at an on-the-job learning station relating to the student's occupational goal; employment related to major. Student, instructor, and employer will cooperatively develop a minimum of three learning objectives. One unit of credit awarded for each 75 hours of paid or 60 hours of volunteer employment, for successful completion of learning objectives, and for attendance at scheduled seminar sessions. A maximum of four units may be applied toward major requirements for certificate. *Repeatability Varies*

## Cosmetology

**COS 410A****COSMETOLOGY FRESHMAN-LEVEL 1****12 Units; 6 hours lecture; 18.1 hours lab***Recommended Preparation: 10<sup>th</sup> grade education or equivalent*

First in a series of four, 400 hour courses. Designed to prepare the student for the California State Board of Barbering and Cosmetology licensing examination and success in a career in cosmetology. Includes both classroom instruction and laboratory practice required by the California State Board. At completion of 1,600 hours and passing the California State Board Examination students will be prepared as an entry level cosmetologist. A variable unit course offered on an open-entry/open-exit basis. Twelve units are granted upon successful completion of the 400 classroom/laboratory hours. The units earned may not be applied toward the 60 units required for graduation. *R-E-3*

**COS 410B****COSMETOLOGY INTERMEDIATE-LEVEL 2****12 Units; 6 hours lecture; 18.1 hours lab***Prerequisite: COS 410A or completion of 400 hours*

Second in a series of four, 400 hour courses. Designed to continue the ongoing training required for the California State Board of Barbering and Cosmetology licensing examination and success in a career in cosmetology. Includes both classroom instruction and laboratory practice required by the California State Board. At completion of 1,600 hours and passing the California State Board Examination students will be prepared as an entry level cosmetologist. A variable unit course offered on an open-entry/open-exit basis. Twelve units are granted upon successful completion of the 400 classroom/laboratory hours. The units earned may not be applied toward the 60 units required for graduation. *R-E-3*

**COS 410C  
COSMETOLOGY ADVANCED–  
LEVEL 3  
12 Units; 6 hours lecture; 18.1  
hours lab**

*Prerequisite: COS 410B or  
completion of 800 hours*

The Advanced Course is designed to prepare the student for the California State Board of Barbering and Cosmetology licensing examination and success in career in cosmetology. The program includes both classroom instruction and laboratory practice of the knowledge and skills required by the State Board and for entry level skills as a cosmetologist. Subjects applicable to cosmetology are also covered. This is the third of four consecutive courses. Each course is 400 hours and each must be successfully completed to advance to the next course. Twelve units are granted upon successful completion of the 400 classroom/laboratory hours. The units earned may not be applied toward the 60 units required for graduation. *R-E-3*

**COS 410D  
COSMETOLOGY SENIOR–LEVEL  
4**

**12 Units; 6 hours lecture; 18.1  
hours lab**

*Prerequisite: COS 410C or  
completion of 1200 hours*

Final in a series of four, 400 hour courses. Designed to prepare the student for the California State Board of Barbering and Cosmetology licensing examination and success in a career in cosmetology. Includes both classroom instruction and laboratory practice required by the California State Board. At completion of 1,600 hours and passing the California State Board Examination students will be prepared as an entry level cosmetologist. A variable unit course offered on an open-entry/open-exit basis. Twelve units are granted upon successful completion of the 400 classroom/laboratory hours. The units earned may not be applied toward the 60 units required for graduation. *R-E-3*

**COS 440  
COSMETICIAN  
18 Units; 9 hours lecture; 27.5  
hours lab**

*Limitation: California State Board  
of Barbering & Cosmetology  
Business and Professions Code  
Section 7321 provides that a  
student: (a) is not less than 17  
years of age & (b) has  
completed the 10th grade in  
the public schools of this state  
or its equivalent*

A 600 hour course designed to prepare the student for the State licensing examination and success as a cosmetician/esthetician. Course includes both classroom instruction and laboratory practice. Successful completion of this course and successful completion of the State Licensing Examination will allow the graduate cosmetician to perform manual and electrical facials, eyebrow arching and hair removal (other than by electrolysis), or become a make-up artist or skin care representative. A variable unit course offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week. The units earned for this course may not be applied toward the 60 units for graduation. *R-E-3*

## Counseling

**COUN 1  
ACADEMIC PLANNING  
1.5 Units; 1.5 hours lecture**

*Transfers: CSU, UC*

Designed to prepare students for a successful college and transfer experience. Topics include opportunities and requirements for vocational programs and associate degrees as well as for transfer to four-year colleges and universities. Students develop an academic plan based on individual educational goals. College survival skills and issues will be discussed, including college expectations, student motivations, study skills, time management, college resources, and academic policies. Students will also learn strategies for choosing a major. The overall objective of the course is to help students identify and overcome obstacles to academic success. (formerly Apsy 1) *NR*

**COUN 100  
COLLEGE SUCCESS  
1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

Designed to introduce students to higher education and to create greater success in life. Students will learn proven strategies for creating academic and personal success. Topics include understanding and utilizing college resources, communication and interdependence with faculty, support staff and fellow students. Intended to prepare students for subsequent Counseling courses related to academic, career, and personal success. *NR*

**COUN 140  
EDUCATIONAL AND  
VOCATIONAL PLANNING  
3 Units; 3 hours lecture**

*Transfers: CSU*

Designed as an instrument of individual and group counseling. Activities are centered on self-analysis including the use of tests and inventories, the analysis of occupational areas and trends, and the study of educational requirements and factors in academic success and personal achievement. Recommended for all freshman students, especially those who are uncommitted to a major or goal (formerly Apsy 140). *NR*

**COUN 150  
HELPING RELATIONSHIPS  
3 Units; 3 hours lecture**

*Transfers: CSU*

Designed to aid the individual in acquiring the skills and personal growth necessary to help others in self-exploration and positive changes. The student will learn a process of helping which relies heavily on empathy, honesty, and caring in relationships to effect positive change in others. Benefits those in the helping professions as well as any individual seeking to be more helpful in relationships with others (formerly Apsy 150). *NR*

**COUN 151**  
**HUMAN RELATIONSHIPS**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Integrating psychological, sociological, and physiological perspectives, this course will explore the human experience and the human connections that make us whole. Aspects of human experiences examined will include the dimensions of relatedness: to the self, to the body, to significant others and to the larger social context. The environments we create in which we flourish and the spaces between us that gives us meaning will be explored. In addition, ways to enhance and grow relationships within those contexts will be described (formerly APSY 151). *NR*

**COUN 160**  
**CAREER AND VOCATIONAL EXPLORATION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Focuses on process of vocational choice through study of occupational trends and survey of specific occupations. Working with information about themselves obtained through standardized tests and other measures and selected occupational information, students develop a tentative vocational plan. Designed for students who are undecided about their majors or interested in changing careers (formerly APSY 160). *NR*

**COUN 161**  
**LEARNING AND STUDY TECHNIQUES**  
**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

Applies principles derived from cognitive/behavioral psychology to facilitate development of organizational and information-processing skills. Includes strategies for information acquisition, retention, and retrieval. Practical applications focus on decision making, goal setting, motivational techniques, time management, and didactic learning skills. Concepts are reinforced through online activities and supplemental website research. Principles and techniques are applicable in educational and professional settings (formerly APSY 161A). *NR*

## Dance

**DANC 9**  
**CHOREOGRAPHY**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Emphasis will be placed on movement design, choreographic structure and production fundamentals of dance. Students will participate in class activities, improvisation, movement studies, discussions and gain a working knowledge of staging, lighting, and preparing choreography for performance. Students are limited to a combined total of four enrollments in DANC 9, 10, 11, 12, and 14. *NR*

**DANC 10**  
**DANCE PRODUCTION**  
**1 Unit; 3 hours lab**  
**2 Units; 6 hours lab**

*Transfers: CSU, UC*

Elements of choreography, development of solo and group choreographic compositions, staging of dances, and performance in theatre venue. Students are limited to a combined total of four enrollments in DANC 9, 10, 11, 12, and 14. *NR*

**DANC 11**  
**DANCE REHEARSAL AND PERFORMANCE**  
**1 Unit; 3 hours lab**  
**2 Units; 6 hours lab**

*Transfers: CSU, UC*

Entry level course emphasizing rehearsal and performance techniques in a theatre venue. Students are limited to a combined total of four enrollments in DANC 9, 10, 11, 12, and 14. *NR*

**DANC 12**  
**INTERMEDIATE DANCE PRODUCTION**  
**1 Unit; 3 hours lab**  
**2 Units; 6 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

**DANC 10**

Emphasizes the development of group and solo composition, staging, lighting and performance in a mastery level experience for a theatre venue. Students are limited to a combined total of four enrollments in DANC 9, 10, 11, 12, and 14. Formerly DANC 112. *NR*

**DANC 14**  
**INTERMEDIATE DANCE REHEARSAL AND PERFORMANCE**

**1 Unit; 3 hours lab**  
**2 Units; 6 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*  
**DANC 11**

An intermediate level course that emphasizes building and developing performance skills in the presentation and staging of dances for professional auditions and theatre venues. Students are limited to a combined total of four enrollments in DANC 9, 10, 11, 12, and 14. Formerly DANC 114. *NR*

**DANC 15**  
**REPERTORY I**  
**1 Unit; 3 hours lab**  
**2 Units; 6 hours lab**

*Transfers: CSU, UC*

*Limitation: Audition mandatory at beginning of the semester*

Students will learn, rehearse and perform set repertory for college and community events. Auditions mandatory at start of semester (formerly DANC 115). Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18. *NR*

**DANC 16**  
**REPERTORY II**  
**1 Unit; 3 hours lab**

*Transfers: CSU, UC*

*Limitation: Audition by dance faculty*

Advanced level performing ensemble representing Saddleback College dance department. Students will learn valuable skills through preparing, rehearsing and performing for local high schools and throughout the community while working in a professional environment as a performer (formerly DANC 116). Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18. *NR*



**DANC 17**  
**SITE SPECIFIC PERFORMANCE**  
**1 Unit; 3 hours lab**

*Transfers: CSU, UC*  
 Overview of techniques and approaches for performance and design outside the context of a proscenium theatre. Covers movement, sound, text, image, design, improvisation and composition. Opportunities for rehearsal, choreography, improvisation and performance in multiple styles and settings. Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18. *NR*

**DANC 18**  
**DANCE ENSEMBLE PERFORMANCE**  
**2 Units; 6 hours lab**

*Transfers: CSU, UC*  
*Limitation: Audition adjudicated by dance faculty at the beginning of the semester.*  
 Students will audition, rehearse and perform choreography in an ensemble company in venues throughout the community. Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18. *NR*

**DANC 28**  
**YOGA FOR DANCERS**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed for the dancer to build and maintain balance, flexibility and strength through postures, exercises and breathing techniques. Sequences will provide a methodical way for the dancer to condition the body and calm the mind in preparation for audition and performance (formerly DANC 128). Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28. *NR*

**DANC 38**  
**INTERMEDIATE MAT PILATES**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 65/KNES 65*  
 Intermediate progression of mat exercises emphasizing the principles of Joseph Pilates. Improvement of back strength, flexibility, and postural alignment by integration of physical and mental aspects of movement. Proper breathing techniques are emphasized. Also listed as KNES 38. Credit given in either area, not both (formerly DANC 138). Students are limited to a combined total of four enrollments in KNES 9, DANC/KNES 38, DANC 63, and DANC/KNES 65. *NR*

**DANC 51**  
**INTRODUCTION TO BALLET**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed for students with no experience in dance as well as those wishing to perfect basic dance skills. Fundamentals of ballet techniques are presented and practiced in class with presentations of historical and stylistic perspectives of this dance form. Emphasizes class participation providing the student with knowledge and understanding of the physical demands of ballet dance. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. *NR*

**DANC 52**  
**BALLET DANCING LEVEL I**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed to teach the fundamentals of ballet. Technical work at the ballet barre, center-floor exercises, adagio, and allegro work. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. *NR*

**DANC 53**  
**INTERMEDIATE BALLET**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 52*  
 Emphasis on improving ballet technique and continuing to build vocabulary at the ballet barre and in center. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. *NR*

**DANC 54**  
**INTRODUCTION TO MODERN DANCE**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed for students with no experience in dance as well as those wishing to perfect basic dance skills. Fundamentals of modern dance techniques are presented and practiced in class, and presentation of historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of modern dance. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. *NR*

**DANC 55**  
**MODERN DANCE LEVEL I**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 54*  
 Provides students with a progressive modern dance experience to perfect techniques presented and practiced in class. The presentation of historical and stylistic perspectives of this dance form will included. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of modern dance. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. *NR*

**DANC 56**  
**INTERMEDIATE MODERN DANCE**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 55*

Provides an opportunity for students to increase their proficiency in modern dance technique with emphasis on improving individual skills. Continued development of the body through stylized movement. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. *NR*

**DANC 57**  
**INTRODUCTION TO JAZZ DANCING**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed for students with no experience in dance, as well as those wishing to perfect basic dance skills. Fundamentals of jazz dancing technique are presented and practiced in class with presentation of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide students with the knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73. *NR*

**DANC 58**  
**JAZZ DANCING LEVEL I**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed for students with beginning experience in dance, as well as those wishing to progress in jazz dancing skills. Jazz dancing techniques are presented and practiced in class including historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73. *NR*

**DANC 59**  
**INTERMEDIATE JAZZ DANCING**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 58*

Intermediate jazz dancing techniques are presented and practiced with an emphasis on stylistic qualities. Participation provides students with the knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73. *NR*

**DANC 60**  
**INTRODUCTION TO TAP DANCING**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed for students with no experience in dance, as well as those wishing to perfect basic dance skills. Fundamentals of tap-dancing techniques are presented and practiced in class with presentations of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of tap dancing. Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75. *NR*

**DANC 61**  
**TAP DANCING LEVEL I**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
 Designed for students with beginning experience in tap dancing as well as those wishing to progress in tap dancing skills. Fundamentals of tap dancing techniques are presented and practiced in class with presentations of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of tap dancing. Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75. *NR*

**DANC 62**  
**INTERMEDIATE TAP DANCING**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 61*

Review and continuation of tap dancing skills with emphasis on improving individual technique and knowledge based concepts. Higher level steps and dance combinations will be presented. Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75. *NR*

**DANC 63**  
**EXERCISE FOR DANCERS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU, UC*  
 Designed for the dance student to increase fitness, flexibility, endurance, and strength in all types of dance techniques. Includes weight training, nutrition, care and prevention of injuries, and exercise. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. *NR*

**DANC 64**  
**HISTORY OF DANCE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Follows the historical development of theatrical forms of dance in the Western world. The course moves chronologically from the Renaissance to the twenty-first century, with particular attention to the progress of ballet, modern, musical theatre, tap, and dance media in the United States and Europe. Readings, class discussions, viewings and assignments are all integral parts of the course, and lectures will be supplemented with film excerpts, creative activities, and discussion of both assigned reading and materials viewed in class. *NR*

**DANC 65**  
**INTRODUCTION TO MAT**  
**PILATES**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Transfers: CSU, UC*  
 Fundamentals of mat exercise emphasizing the principles of Joseph Pilates. Exercises to improve abdominal and back strength, flexibility, and postural alignment. Pilates involves integrating the physical and mental aspects of movement to correct imbalances in the body. Enhancement in any movement-based program, such as dance, sports, or exercise programs. Proper breathing techniques are emphasized. Also listed as KNES 65, credit given in either area, not both. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. *NR*

**DANC 66**  
**INTRODUCTION TO LATIN**  
**DANCE**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Transfers: CSU, UC*  
 Explores the international forms of Latin dance such as salsa, tango, mambo, paso doble. Combinations will be presented to gain strength, coordination and agility. Students are limited to a combined total of four enrollments in DANC 66 and 70. *NR*

**DANC 67**  
**POINTE BALLET**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
**DANC 53**  
 Pointe ballet training with an emphasis on individual ballet skills in balance, strength, alignment and positions for dance in pointe shoes. Adagio and allegro exercises will be presented at the ballet barre and center-floor. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. *NR*

**DANC 68**  
**INTRODUCTION TO SOCIAL**  
**DANCE**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**  
*Transfers: CSU, UC*  
 Explores the various forms of social dance such as Foxtrot, Waltz, Tango, Salsa, Samba, Cha Cha, Mambo, Rumba, Swing/Java, and Quick Step. Combinations will be presented to gain coordination, strength, and agility. Students are limited to a combined total of four enrollments in DANC 68 and 69. *NR*

**DANC 69**  
**INTERMEDIATE SOCIAL DANCE**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
**DANC 68**  
 Review and continuation of social dance with emphasis on improving individual skills. More advanced steps and dance sequences will be presented. Students are limited to a combined total of four enrollments in DANC 68 and 69. Formerly DANC 169. *NR*

**DANC 70**  
**INTERMEDIATE LATIN DANCE**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
**DANC 66**  
 Continued instruction in Latin Dance with emphasis on improving individual skills. More advanced steps and dance sequences will be presented. Students are limited to a combined total of four enrollments in DANC 66 and 70. Formerly DANC 170. *NR*

**DANC 71**  
**ADVANCED BALLET**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
**DANC 53**  
 Advanced ballet technique with emphasis on performance. Improving individual skills at the ballet barre and center-floor with adagio and allegro combinations (formerly DANC 171). Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. *R-E-3*

**DANC 72**  
**ADVANCED MODERN DANCE**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
**DANC 56**  
 Expand and develop advanced modern dancing techniques with emphasis on improving individual skills. Advanced modern dance concepts and combination will be presented (formerly DANC 172). Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. *R-E-3*

**DANC 73**  
**ADVANCED JAZZ DANCE**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
**DANC 59**  
 A course for the more advanced student emphasizing various and combined styles, complex isolations and heightened tempos found in jazz dancing (formerly DANC 173). Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73. *R-E-1*

**DANC 74**  
**MULTICULTURAL DANCE**  
**HISTORY IN THE UNITED**  
**STATES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Introduction to artistic, historical, and social context of dance forms, cultures, and traditions in the United States. Investigation of the origins, influences and the dissemination of various world dance forms as they have developed in the United States (formerly DANC 174). *NR*

**DANC 75**  
**ADVANCED TAP DANCE**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
**DANC 62**  
 Advanced skills in multiple tap techniques emphasizing rhythmic complexity, various tempos and improvisation (formerly DANC 175). Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75. *NR*

**DANC 77**  
**DANCE ACTIVITIES: LATIN AEROBICS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU, UC*  
 Combines Latin music with stretching sequences and high energy movement combinations for health and fitness (formerly DANC 177). Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 8, 16, 50, and DANC 77. *NR*

**DANC 78**  
**HIP HOP**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU, UC*  
 Emphasizes various styles of hip hop dance such as breaking, locking, popping and freestyle. Preparation in auditioning for entertainment, commercial, and competitive events (formerly DANC 178). Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81. *NR*

**DANC 79**  
**HIP HOP LEVEL I**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 78*  
 Emphasizes various styles of hip hop dance. Further study in hip hop techniques such as street dance, breaking, B-boying and freestyle. Continued preparation in auditioning for entertainment, commercial, and competitive events. Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81. *NR*

**DANC 80**  
**INTERMEDIATE HIP HOP**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 79*  
 Emphasizes various styles of hip hop dance. A more advanced study in hip hop techniques. Preparation for performing and choreographing entertainment, commercial, and competitive venues. Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81. *NR*

**DANC 81**  
**ADVANCED HIP HOP**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DANC 80*  
 Students will increase knowledge and technique in hip hop forms as a result of continued instruction. Students will learn, create and analyze hip hop movement preparing for auditions in performance venues. Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81. *NR*

## Drafting

**DR 23**  
**ENGINEERING GRAPHICS**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU, UC*  
 Principles of communicating product design requirements via multiview projections, auxiliary views, and working drawings, including dimensions and notes using Computer-Aided Drafting (CAD). Planar geometric projections in orthographic relationships are used to define points, lines, planes, intersections and developments, and to describe spatial relationships. *NR*

**DR 50**  
**INTRODUCTION TO COMPUTER-AIDED DRAFTING**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: ARCH 124A or DR 100*  
 Introductory course covering the operation and application of computer-aided drafting (CAD) systems used to create, modify, store, and plot technical drawings. Also listed as ARCH 50. Credit given in either area, not both. *NR*

**DR 51**  
**COMPUTER-AIDED DRAFTING**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: DR or ARCH 50*  
 An intermediate to advanced level course in the operation and application of computer aided drafting systems, used to create, edit, save, and plot technical 2D and 3D drawings. Also listed as ARCH 51. Credit given in either area, not both. *NR*

**DR 100**  
**FUNDAMENTALS OF INDUSTRIAL AND MECHANICAL DESIGN**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU*  
 Develops basic design skills including proper use of CAD software, geometric construction, multiview projection, sections, pictorial drawings, auxiliary views, and dimensioning. A current version of a computer-aided design (AutoCAD) system will be used to present design concepts. Processes for design development include considering design constraints (customer requirements, schedule, cost factors, safety, aesthetics) with marketability and product placement targets. *NR*

**DR 101**  
**MECHANICAL DESIGN**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU*  
*Recommended Preparation: DR 100 or one year of high school mechanical drafting*  
 Develops the basic skills required to produce industrial-quality assembly and detailed drawings including sections, first and second auxiliary views, advanced dimensioning, tolerancing, and further development of mechanical drawing skills. A computer-aided drafting (CAD) system will be used. *NR*

**DR 102**  
**MECH DESIGN AND MARKETING PORTFOLIO**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

*Transfers: CSU*  
 Develops basic skills needed for industrial-level mechanical and conceptual design including assembly drawings, detail drawings, fundamentals of mechanical design, and strategies for creative design. A computer aided design (CAD) system will be used. Create and develop a hybrid Electronic-Physical Portfolio of Technical Drawings/Architectural Drawings, which showcase the student work. *NR*

**DR 120**  
**ENGINEERING TECHNOLOGY**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Comprehensive program to introduce and train students in the areas of Engineering Technology to provide skills and competencies to integrate design knowledge with practical job skills. *NR*

**DR 152**  
**ADVANCED COMPUTER-AIDED DESIGN**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU*

*Recommended Preparation: DR or ARCH 50 or 51*

Advanced computer-aided design and drafting with emphasis on advanced 3D CAD knowledge and skills in the completion of technical drawings that support 3D modeling. Also listed as ARCH 152. Credit given in either area, not both. *NR*

**DR 200**  
**3D PARAMETRIC MODELING – SOLIDWORKS**  
**3 Units; 2 hours lecture; 4 hours lab**

*Recommended Preparation: DRI/ARCH 50*

Operation and application of modern computer-aided design using Solidworks. Includes development of 3D computer models from concept to component parts, drawings, and assemblies. *NR*

**DR 201**  
**ADVANCED 3D PARAMETRIC MODELING – SOLIDWORKS**  
**3 Units; 2 hours lecture; 4 hours lab**

*Recommended Preparation: DR 200*

Advanced operation and application of modern computer-aided design using Solidworks. Includes development of 3D computer models from concept to component parts, drawings, and assemblies. Creation of parts using surface modeling, the study of parts using Finite Element Analysis, and the application of Motion Analysis in Assemblies. *NR*

**DR 202**  
**GEOMETRIC DIMENSIONING AND TOLERANCING**  
**3 Units; 2 hours lecture; 4 hours lab**

*Recommended Preparation: DRI/ARCH 50*

Review of conventional dimensioning (non geometric dimensioning) and the introduction of geometric dimensioning and tolerancing using Solidworks. *NR*

**DR 203**  
**GREEN & SUSTAINABLE MANUFACTURING DESIGN**  
**3 Units; 1.5 hours lecture; 4.5 hours lab**

Presents the developing and evolving fields for innovative designs of products that minimize the carbon footprint and reduce the impact of product manufacture and life-cycle use upon the environment. *NR*

## Ecological Restoration

**ECOL 201**  
**ECOLOGICAL RESTORATION TECHNIQUES**  
**4 Units; 3 hours lecture; 3 hours lab**

Introduces students to specific theory and techniques for ecological restoration in a variety of habitats. Laboratory exercises will include site visits to restoration projects. *NR*

**ECOL 202**  
**ADVANCED ECOLOGICAL RESTORATION TECHNIQUES**  
**4 Units; 3 hours lecture; 3 hours lab**

An advanced course in practical and theoretical ecological restoration techniques. Political, social, and scientific considerations in restoration will be discussed. Laboratory exercises will include field techniques for planting, irrigating, and monitoring restoration sites. *NR*

## Economics

**ECON 2**  
**PRINCIPLES (MACRO)**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 253*

Economic analysis of theories of income determination including national income measurement, unemployment, inflation, economic growth, monetary and fiscal policy, banking and money creation, and international finance. Explores consumption, saving, investment, government spending, exports, and imports. *NR*

**ECON 4**  
**PRINCIPLES (MICRO)**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 253*

Economic analysis of resource use and the production and distribution of goods and services by markets and other allocation mechanisms. Topics include: supply and demand, economic decision-making, imperfect competition, antitrust, regulation, environmental economics, the distribution of income, efficient resource use, international trade, and efficiency vs. other criteria for judging microeconomic success. *NR*

**ECON 11**  
**INTERNATIONAL POLITICAL ECONOMY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Focuses on the relations between the political and economic systems within the global economy. Covers the impact of political decisions on world economies and international organizations. Further emphasis is on a comparison-contrast of various national economies. Geographic areas of concern include Africa, Europe, the Pacific Rim, the Middle East, Latin America, Russia, China, and the United States. Also listed as PS 11. Credit given in either area, not both. *NR*

**ECON 20**  
**THE AMERICAN ECONOMY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A general education course surveying the American economy from both microeconomic and macroeconomic perspectives. Intended for non-majors and those preparing to take ECON 2 and 4. Topics include business cycles; unemployment; inflation; international trade; income distribution; market structure and performance; and the economic behavior of firms, households, and government. *NR*

## Education

**EDUC 41**  
**SECONDARY SCHOOL TEACHING**  
**4 Units 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

History, philosophy and sociology of secondary education. Introduction to the California Teaching Performance Expectations and Assessments; needs of special populations, English learners, and struggling readers; content standards including Career Technical Education; and major curriculum reform documents. In addition, students will gain experience through 40 hours of required field work as follows: 30 hours at one site and 10 hours in various other sites/activities (formerly EDUC 115). *NR*

**EDUC 90**  
**INTRO TO ELEMENTARY EDUCATION**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: ENG 300, 340, CD 107*

Introduces concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. *NR*

**EDUC 118**  
**EXCEPTIONAL CHILDREN**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: ENG 200 and 340*

An introduction to special education for K-12 students. Offers a survey and study of various characteristics of exceptional children. The primary focus will be on the categories of children with disabilities, but will include children at risk, and children from culturally diverse backgrounds. *DS5 NR*

**EDUC 131**  
**EDUCATIONAL PSYCHOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: ENG 200 and ENG 340*

Focuses on the basic principles of psychology that are pertinent to education, including abilities, intelligence, social and emotional factors, and principles of learning. *NR*

## Electronic Technology

**ET 101**  
**SURVEY OF ELECTRONICS**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Introduction to electronics for non-majors or those exploring possible interest in the field. Covers the basics of electronics. *NR*

**ET 114**  
**DIGITAL ELECTRONIC CIRCUITS**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: ET 133*

Fundamentals of logic and circuits for digital electronics. Includes binary arithmetic, Boolean algebra, logic gates, digital technologies, memory circuits, A/D and D/A converters, addition/subtraction circuits, shift registers, counters, clock and timing circuits, and multiplexers/demultiplexers. Laboratory experiments emphasize testing and troubleshooting of common circuits. *NR*

**ET 118**  
**ELECTRONIC COMMUNICATION SYSTEMS**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: ET 114 and 135*

Fundamentals of modern electronic communication systems, including radio, data, digital, and opto-electronic systems. Study of noise analysis, modulation methods, networks, transmission lines, antennas, and other important system components and considerations. Includes analytical principles and equations as well as practical applications and troubleshooting. *NR*

**ET 133**  
**DC AND AC FUNDAMENTALS**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

Fundamentals of DC and AC electronic components and circuits. Includes basic DC and AC terms, resistors, capacitors, inductors, Ohm's law, series and parallel circuits, circuit theorems, magnetism, transformers, time constants, reactance, resonance, and passive filters. Laboratory experiments utilize common test equipment such as the digital multimeter, power supply, function generator, and oscilloscope. *NR*

**ET 135**  
**SEMICONDUCTOR DEVICES AND CIRCUITS**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: ET 133*

Fundamentals of semiconductor devices and circuits, both discrete and integrated. Includes diodes, transistors, amplifiers, thyristors, operational amplifiers, active filters, oscillators, and voltage regulators. Lab exercises include building and testing devices and circuits studied. *NR*

**ET 200**  
**DIGITAL SIGNAL PROCESSING**  
**AND MICROCONTROLLERS**  
**4 Units; 3 hours lecture; 3 hours lab**

*Recommended Preparation: ET 114*

Fundamentals of digital signal processing, microcontrollers, A/D and D/A interface circuits, and other advanced digital circuits. Includes related hardware, software, testing, and troubleshooting. Lab exercises including building and testing circuits and devices studied. *NR*

**ET 201**  
**ROBOTICS FUNDAMENTALS**  
**2 Units; 1.5 hours lecture; 1.5 hours lab**

Fundamentals of robotics, including hardware, software, testing, and troubleshooting. Study of the basics of the major hardware and software of a small robot while building and programming it for various activities. *NR*

**ET 202**  
**INTERMEDIATE ROBOTICS**  
**2 Units; 1.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: ET 201*

Study of intermediate level robotics systems, including mechanical and electronic components and subsystems, microcontrollers, sensors, motors/servos, and software. Each student will purchase a robotic arm and construct, program, test, and troubleshoot it to perform specified tasks. *NR*

## Emergency Medical Technology

**EMT 207**  
**EMERGENCY MEDICAL**  
**TECHNICIAN PROCEDURES**  
**11 Units; 10 hours lecture; 3 hours lab**

*Limitation: American Heart Association BLS Healthcare Provider certification, physical exam and background check required.*

*Corequisite: EMT 207C*

Designed to develop students into proficient and compassionate emergency healthcare professionals who conduct themselves with integrity and humility. Covers the cognitive, psychomotor, and affective aspects of Basic Life Support level prehospital care as identified in the National EMS Education Standards, including anatomy, physiology, pathophysiology, pharmacology, operations, administration, safety, and well-being. Students must achieve an overall final grade of 80% (B) or above in EMT 207, and successfully complete all four clinical shifts in EMT 207C, to be awarded a course completion certificate, which is required to take the National Registry EMT exam and become certified as an EMT. Also satisfies Orange County EMT accreditation training requirements. *NR*

**EMT 207C**  
**EMERGENCY MEDICAL**  
**TECHNICIAN CLINICAL**  
**OBSERVATION**  
**0.75 Unit; 2 hours lab**

*Limitation: American Heart Association BLS Healthcare Provider certification and physical exam and background check required.*

*Corequisite: EMT 207*

Provides opportunity to observe and participate in patient care activities under the supervision of hospital staff and ambulance personnel. Successful completion of both EMT 207 and EMT 207C is required to be eligible to take the National Registry EMT examination and become certified as an EMT. *NR*

**EMT 210**  
**EMERGENCY MEDICAL**  
**TECHNICIAN REFRESHER**  
**COURSE**  
**1.25 Units; 1 hour lecture; 0.75 hours lab**

*Recommended Preparation: EMT 207*

Designed for currently certified EMTs who need to renew their certification. Covers key cognitive, psychomotor, and affective aspects of Basic Life Support level prehospital emergency medical care as identified in the National EMS Education Standards. Includes both lecture and skills, and satisfies California state EMT recertification requirements. *NR*

**EMT 219**  
**PARAMEDIC PREPARATION**  
**4 Units; 4 hours lecture**

*Prerequisite: Current EMT certification*

Designed for currently certified EMTs seeking to enter a paramedic education program in the near future. Focuses on specific cognitive aspects of Advanced Life Support level prehospital emergency medical care as identified in the National EMS Education Standards, including biochemistry and cellular physiology, general anatomy, and the pathophysiology of the nervous, respiratory, and cardiovascular systems. Topics also include patient assessment, and mathematics related to prehospital pharmacology including conversions, equivalents, and drug administration calculations. *NR*

## Engineering

**ENGR 31**  
**STATICS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: PHYS 4A*

Statics is the study of force systems under equilibrium conditions. Force systems are analyzed for trusses, frames, and machines which are subjected to concentrated, distributed, and frictional forces. Graphical and mathematical methods of analysis are used, including virtual-work. *NR*

## English

### ENG 1A PRINCIPLES OF COMPOSITION I 4 Units; 4 hours lecture

*Transfers: CSU, UC*

*Prerequisite: Satisfactory score on the English Placement Examination or completion of ENG 200 with a grade of "C" or better OR completion of ENG 390 with a grade of "C" or better.*

Focuses on composing the academic-style expository essay, which features a comprehensive thesis and logical support. Students will write original compositions increasing in level of difficulty and length, totaling at least 6,000 words, which will use rhetorical strategies such as textual analysis, causal analysis, comparison and argument. Students will read, interpret, and synthesize non-fiction sources using Standard Written English and MLA format. *NR*

### ENG 1AH PRINCIPLES OF COMPOSITION I HONORS

**4 Units; 4 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Satisfactory score on the English Placement Examination or successful completion of English 200 with a "C" or better*

Focuses on composing the academic-style expository essay, which features a comprehensive thesis and logical support, including use of scholarly sources. Students will write original compositions increasing in level of difficulty and length, totaling at least 6,000 words, which will use rhetorical strategies such as textual analysis, causal analysis, comparison and argument, building toward a capstone project featuring an argumentative essay with an oral presentation. Students will read, interpret, and synthesize complex, interdisciplinary non-fiction sources using Standard Written English and MLA format. *NR*

### ENG 1B PRINCIPLES OF COMPOSITION II

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: ENG 1A with a grade of "C" or better*

Provides instruction in critical thinking and in writing expository and persuasive essays and documented papers totaling a minimum of 8,000 words. Instruction focuses on the development of logical reasoning, on analytical and argumentative writing skills, and on research strategies. Assignments are derived from themes and works in various disciplines and cultures. *NR*

### ENG 1BH PRINCIPLES OF COMPOSITION II HONORS

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: ENG 1A with a grade of "C" or better*

Provides instruction in critical thinking and in writing a research paper with an argumentative thesis and academic-style analytical and argumentative essays. The writing totals a minimum of 8,000 words. Instruction focuses on the development of logical reasoning; on analytical and argumentative writing skills; on research strategies, with emphasis on use of scholarly sources and field research; and on an oral presentation of research findings. Assignments are derived from complex interdisciplinary nonfiction sources. *NR*

### ENG 3 INTRODUCTION TO CREATIVE WRITING

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for ENG 1A*  
Emphasizes the writing of prose, poetry, and drama stressing critical judgment of these forms. *NR*

### ENG 4 FICTION FUNDAMENTALS

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for ENG 1A*

Teaches the fundamentals of storytelling or narrative art, including the basic elements and narrative modes of fiction. Students read published short stories, write fictional works, and assess student fiction manuscripts. *NR*

### ENG 15A SURVEY OF AMERICAN LITERATURE: 1620-1860

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: Eligibility for ENG 1A*

Emphasizes major ideas, authors, and forms in American literature during the 17th, 18th, and early 19th centuries. *NR*

### ENG 15B SURVEY OF AMERICAN LITERATURE: 1860- CONTEMPORARY

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: Eligibility for ENG 1A*

Emphasizes major ideas, authors, and forms from the late 19th century to the present. *NR*

### ENG 17A SURVEY OF ENGLISH LITERATURE: BEOWULF TO ROMANTIC MOVEMENT

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for ENG 1A*

Covers 9th century to 1796: Anglo-Saxon, Medieval, Tudor, Renaissance, 17th century and Neoclassical literature. *NR*

### ENG 17B SURVEY OF ENGLISH LIT: ROMANTIC MOVEMENT TO THE PRESENT

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: Eligibility for ENG 1A*

Covers 1796 to present. Romantic, Victorian, Modern, and Post-Modern literature will be discussed in relation to social and political backgrounds. *NR*

### ENG 18 SHAKESPEARE: THE TRAGEDIES

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: Eligibility for ENG 1A*

An in-depth study of representative plays and criticism, illustrating Shakespeare's mastery of poetic and theatrical techniques and psychological portraiture within the framework of the genre of English Renaissance tragedy. *NR*



**ENG 19****SHAKESPEARE: THE COMEDIES****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

A close study of the nature of Shakespeare's comedies, illustrating the variety of Shakespearean comedy from farce to fantasy to the serious study of social problems. *NR*

**ENG 20****SHAKESPEARE: THE HISTORIES****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

A study of Shakespeare's history plays set against their relevant historical backgrounds, together with an exploration of Shakespeare's purpose in converting history into drama. *NR*

**ENG 21A****WORLD LITERATURE: ANCIENT TO 17TH CENTURY****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

A survey of major authors and literary forms from antiquity to 17th century from world cultures. *NR*

**ENG 21B****WORLD LITERATURE: 17TH CENTURY TO MODERN PERIOD****3 Units; 3 hours lecture***Transfers: CSU, UC**Prerequisite: Eligibility for**ENG 1A*

A survey of major authors and literary forms from the 17th century to the modern period from world cultures. *NR*

**ENG 24****ETHNIC VOICES IN LITERATURE: THE AMERICAN EXPERIENCE****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

Examines literary works of African-American, Native-American, Arab-American, Asian-American, and Latino/Hispanic authors. Focuses on such themes as the American experience; self and family, self and religion, self and culture, self and nature; cultural conflict; war and peace. Compares and contrasts the styles and techniques of the authors. Focuses on social, philosophical, spiritual, and ethical values of the literature. Develops criteria for evaluating literature. *NR*

**ENG 25****INTRODUCTION TO LITERATURE****3 Units; 3 hours lecture***Transfers: CSU, UC**Prerequisite: ENG 1A*

Examines the basic nature of imaginative literature and the techniques used by informed readers to increase their understanding of and gain insight into works of fiction, drama, and poetry. Some consideration will be given to the concepts and techniques of major critical theories, but the focus will be on practical criticism for the nonspecialist. Specific works studied will be representative of several genres, cultures, and periods. *NR*

**ENG 27A****INTRODUCTION TO THE NOVEL****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

Surveys American, British, French, and Russian novels emphasizing form, content, philosophical and historical perspectives, and criticism. *NR*

**ENG 44****CLASSICAL MYTHOLOGY****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

A study of Greek and Roman myths and legends. Emphasizes the historical sources and the cultural functions of myth and legend in the ancient societies along with their continuing impact upon modern thought. *NR*

**ENG 52****THE FILM AS LITERATURE****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

Examines foreign and domestic film as a literary art form focusing on the analysis of film techniques that convey standard literary conventions to an audience. *NR*

**ENG 70****REASONING AND COLLEGE READING****3 Units; 3 hours lecture***Transfers: CSU, UC**Prerequisite: ENG 1A with a "C" or better*

For students from all academic disciplines who seek to develop logical thinking, critical reading, and argumentative writing skills. Emphasis is on understanding implied meaning and logic and on developing college-level skills in analytical reading and writing and on information literacy, research strategies, and proper documentation with a minimum of 6,000 words of formal writing (formerly ENG 170). *NR*

**ENG 104****WRITING SHORT STORIES****3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation:**Eligibility for ENG 1A; ENG 3*

Writing the short story with an emphasis on contemporary publishing standards and an examination of the theories behind this process. *NR*

**ENG 107****WRITING THE FICTION AND/OR NONFICTION BOOK****3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation:**Eligibility for ENG 1A or 3*

Designed to assist students in the planning, development, and marketing of book-length fiction and non-fiction. *NR*

**ENG 142**  
**CHILDREN'S LITERATURE**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation:*  
*Eligibility for ENG 1A*

Covers basic information about children's cognitive development, the history of children's literature, types of literature available for children from pre-school to junior high age, major authors and illustrators of children's books. Focuses on the literary heritage of children's books from classic to modern. Literary analysis from a variety of critical perspectives; research into current issues in children's books. *NR*

**ENG 160**  
**LITERARY MAGAZINE**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*

*Recommended Preparation:*  
*ENG 1A, 1AH, or 3*

An introduction and practice in the distinctive elements of literary magazine production, providing firsthand experience in the various phases of editing and publishing a small press literary magazine. *NR*

**ENG 180**  
**SPEED READING AND COMPREHENSION TRAINING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Designed to improve critical awareness, to double or triple the students' initial reading rate(s) while maintaining comprehension, and to expand college-level vocabulary. Reading flexibility is emphasized with attention to learning how to rapid read, skim, scan, study read, and read critically. *NR*

**ENG 190**  
**ACADEMIC READING: SUCCESS AND STRATEGIES FOR COLLEGE**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Designed to improve students' abilities for college-level work. Introduces various Learning strategies to improve textbook reading as applied to all stages of academic reading. Critical thinking, summary writing, note-taking and test taking skills will be stressed, as well as time budgeting and memory techniques. *NR*

**ENG 200**  
**FUNDAMENTALS OF COMPOSITION**  
**4 Units; 4 hours lecture**

*Prerequisite: Satisfactory score on the English Placement Examination or completion of ENG 300, 340, or comparable course with a grade of "C" or better*

Focuses on developmental writing, culminating in thesis-driven short essays and totaling at least 5,000 words for the semester. Students will complete reading analyses, in-class writing, and out-of-class assignments to prepare for successful writing across the disciplines. *NR*

**ENG 210**  
**WRITING CENTER**  
**0.5 Unit; 1.5 hours learning center**

The Writing Center is designed to be taken in conjunction with any college course requiring written assignments inclusive of but not limited to, courses in the social and behavioral sciences; liberal arts; health sciences; and fine arts. Emphasizes individualized instruction and writing skills. Specific course content varies with student need and ability. This course is offered as an open-entry/open-exit course. This course is offered on a pass/no pass basis (formerly ENG 310). *NR*

**ENG 221**  
**ACADEMIC READING: HUMAN ANATOMY**

**1 Unit; 1 hour lecture**

Designed to improve reading comprehension and academic success in the subject area of human anatomy. The student will use course materials from the BIO 11, Human Anatomy, class to improve academic reading comprehension, apply study skills strategies, and develop discipline-specific vocabulary. *NR*

**ENG 222**  
**ACADEMIC READING: PHYSIOLOGY**

**1 Unit; 1 hour lecture**

Designed to improve reading comprehension and academic success in the subject area of physiology. The student will use course materials from the BIO 12, Human Physiology, class to improve academic reading comprehension, apply study skills strategies, and develop discipline-specific vocabulary. *NR*

**ENG 267**  
**NOVEL WORKSHOP: REVISING MANUSCRIPTS FOR PUBLICATION**

**3 Units; 3 hours lecture**

*Recommended Preparation:*  
*Eligibility for ENG 1A or 3*

An intensive analysis of the elements of dramatic fictional structure through student examination of works in progress. Revision of manuscripts to meet contemporary publication standards. Students enrolled in this course should be presently working on a novel or story-based manuscript. *NR*

**ENG 300**  
**BEGINNING WRITING**  
**3 Units; 3 hours lecture**

*Corequisite: ENG 301*

A beginning-level writing course designed to develop writing fluency through instruction in the writing process—pre-writing, drafting, revising, editing—as well as the rules of Standard Written English. Students will learn to communicate a serious idea to an audience by writing short essays, both in and out of class, based on their experiences. Improves ability to derive information from a text, summarize short essays, support a thesis statement with details and examples, and apply the rules of punctuation and grammar to original writing. *NR*

**ENG 301**  
**BEGINNING WRITING LAB**  
**0.25 Unit; 1 hour lab**

*Corequisite: ENG 300*

Lab designed to complement the writing techniques taught in English 300, Beginning Writing. Four modules will include the following: prewriting; paragraph development; sentence combining; grammar, usage, and punctuation. *NR*

**ENG 332  
READING AND VOCABULARY  
SKILLS LABORATORY-ESL**

**0 Unit; 1.5 hours learning center**  
A lab designed for ESL students to supplement courses requiring English language proficiency, inclusive of courses in, but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction responding to diagnosed needs or problems and on practice to improve language-related skills. Areas to be covered include spelling, reading comprehension, textbook reading, and vocabulary development. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis.  
*R-E-4*

**ENG 332A  
READING AND VOCABULARY  
SKILLS LABORATORY-ESL  
BASIC**

**0.5 Unit; 1.5 hours learning center**  
An entry-level lab designed for ESL students to supplement courses requiring English language proficiency, inclusive of courses in, but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction responding to diagnosed needs or problems and on practice to improve language related skills. Areas to be covered include spelling, reading comprehension, vocabulary development, and writing. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis (formerly ENG 332). *NR*

**ENG 332B  
READING AND VOCABULARY  
SKILLS LABORATORY - ESL  
INTERMEDIATE**

**0.5 Unit; 1.5 hours learning center**  
An intermediate-level lab designed for ESL students to supplement courses requiring English language proficiency, inclusive of courses in, but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction responding to diagnosed needs or problems and on practice to improve language-related skills. Areas to be covered include spelling, inferential reading comprehension, vocabulary development, and writing. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis. *NR*

**ENG 332C  
READING AND VOCABULARY  
SKILLS LABORATORY - ESL  
ADVANCED**

**0.5 Unit 1.5 hours learning center**  
An advanced-level lab designed for ESL students to supplement courses requiring English language proficiency, inclusive of courses in, but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction responding to diagnosed needs or problems and on practice to improve language-related skills. Areas to be covered include spelling, interpretive/applied reading comprehension, vocabulary development, and writing. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis. *NR*

**ENG 333A  
READING SKILLS LABORATORY  
BASIC**

**0.5 Unit; 1.5 hours learning center**  
A basic lab designed as a supplement to any college course requiring proficiency in reading inclusive of but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction and practical application in order to strengthen and reinforce student skills in one or more of the following areas: comprehension, vocabulary, spelling, and study skills. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis. *NR*

**ENG 333B  
READING SKILLS LABORATORY  
INTERMEDIATE**

**0.5 Unit; 1.5 hours learning center**  
An intermediate-level lab designed as a supplement to any college course requiring proficiency in reading inclusive of but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction and practical application in order to strengthen and reinforce student skills in one or more of the following areas: comprehension, vocabulary, spelling, and study skills. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis. *NR*

**ENG 333C  
READING SKILLS LABORATORY  
ADVANCED**

**0.5 Unit; 1.5 hours learning center**  
An advanced-level lab designed as a supplement to any college course requiring proficiency in reading inclusive of but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction and practical application in order to strengthen and reinforce student skills in one or more of the following areas: comprehension, vocabulary, spelling, reading rate, and study skills. This is an open-entry/open-exit class. This course is offered on a pass/no-pass basis. *NR*

**ENG 334  
SPELLING SKILLS FOR COLLEGE**

**2 Units; 2 hours lecture**  
*Corequisite: ENG 335*  
Designed to help students identify individual spelling deficiencies and learn basic spelling rules. The causes of spelling errors and correct pronunciation will be discussed. Through classroom instruction, lab use and testing, students will learn to sharpen their spelling ability. *NR*

**ENG 335  
SPELLING LABORATORY**

**0.5 Unit; 1.5 hours lab**  
*Corequisite: ENG 334*  
Designed to complement the spelling skills taught in ENG 334. Includes diagnosis of individual spelling deficiencies and through individualized instruction, students will sharpen their spelling skills. *NR*

**ENG 340  
READING AND WRITING SKILLS  
FOR COLLEGE**

**3 Units; 3 hours lecture**

*Corequisite: ENG 341*

Designed to bring students' reading abilities and study skills to college-level proficiency. Emphasis is on individual help and careful progress to develop reading confidence and ease. *NR*

**ENG 341  
READING LABORATORY**

**0.5 Unit; 1.5 hours lab**

*Corequisite: ENG 340*

Designed to complement the reading skills taught in ENG 340, Reading and Writing Skills for College. Includes work in reading comprehension, reading rate, vocabulary, study skills, and writing. *NR*

**ENG 343  
ACADEMIC READING AND  
STUDY SKILL FOR CONTENT  
AREA LAB**

**0 Unit; 1.5 hours lab**

Provides individualized, discipline specific instruction in how to understand, organize and assimilate information in college textbook readings. Contextualized instruction and practice in strategies such as annotation, Cornell note-taking, effective test taking strategies and creating concept maps will be provided. In addition, specific content area vocabulary knowledge will be emphasized. This is an open-entry/open-exit class. *NR*

**ENG 345  
BUILDING BASIC READING  
SKILLS**

**3 Units; 3 hours lecture**

*Corequisite: ENG 346*

Recommended for students whose reading placement scores indicate a substantial need for reading improvement. Focuses on literal comprehension skills such as stated main idea, implied main idea, major/minor details, sequence, and constructing written summaries of a reading. Materials will be at the student's instructional reading level and range from expository readings to novels and short stories. Vocabulary skills will be developed through instruction in use of context clues and word parts and through extensive recreational reading. Students will develop time management and study techniques. *NR*

**ENG 346  
BASIC READING SKILLS LAB**

**0.5 Unit; 1.5 hours lab**

*Corequisite: ENG 345*

Expands and enhances the reading instruction in ENG 345 through an individualized program designed to meet each student's needs. *NR*

**ENG 390  
INTRODUCTION TO COLLEGE  
ENGLISH**

**4 Units; 4 hours lecture**

A course that offers an accelerated pathway to ENG 1A, with preparation in academic reading, writing, and critical thinking necessary for transfer and associate-degree classes. Successful completion of this course allows students to enroll in ENG 1A only at Saddleback College. *NR*

## English as a Second Language

**ESL 320  
BEGINNING MULTISKILLS I**  
**0 Unit; 6 hours lecture (R-E-4)**  
**6 Units; 6 hours lecture (NR)**

A low-beginning course in English for non-native speakers. Emphasis is on speaking, listening, reading, writing, grammar, and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 321  
BEGINNING MULTISKILLS II**  
**0 Unit; 6 hours lecture**

*Recommended Preparation:*

*ESL 320*

A high-beginning course in English for non-native speakers. Emphasis is on listening, speaking, reading, writing, grammar, and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated. *R-E-4*

**ESL 321  
BEGINNING MULTISKILLS II**  
**6 Units; 6 hours lecture**

*Recommended Preparation:*

*ESL 320*

Designed to further the fundamentals of communication competence in daily spoken English. Although the focus remains on listening comprehension and speaking, reading and writing skills are expanded and additional grammatical structures and verb forms are introduced. Continues the familiarization with customs and culture. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated. *NR*

**ESL 322  
BEGINNING CONVERSATION**  
**0 Unit; 3 hours lecture (R-E-4)**  
**3 Units; 3 hours lecture (NR)**

Initiates the ESL conversation series with emphasis on everyday conversation. Topics encompass basic oral/aural skills students need for survival. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 323  
BEGINNING PRONUNCIATION**  
**0 Unit; 3 hours lecture (R-E-4)**  
**3 Units; 3 hours lecture (NR)**

Designed to enable students to recognize and reproduce the sounds and intonation patterns of American English. Through intensive pronunciation drills, listening activities, free speaking, and reading of selected simplified passages, students develop confidence in speaking situations. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 325****BEGINNING READING AND WRITING****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Recommended Preparation: ESL 320*

Designed for the non-native speaker of English focusing on beginning-level reading and writing skills. Emphasis in writing is on beginning-level sentence patterns, basic spelling, basic conventions of standard written English, and basic paragraph forms. Emphasis in reading is on literal comprehension. Expansion of vocabulary is emphasized. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 330****INTERMEDIATE MULTISKILLS I****0 Unit; 6 hours lecture (R-E-4)  
6 Units; 6 hours lecture (NR)***Recommended Preparation:  
ESL 321*

A low-intermediate course in English for non-native speakers. Emphasis is on further development in listening, speaking, reading, writing, grammar and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 331****INTERMEDIATE MULTISKILLS II****0 Unit; 6 hours lecture (R-E-4)  
6 Units; 6 hours lecture (NR)***Recommended Preparation:  
ESL 330*

A high-intermediate English course for non-native speakers. Emphasis is on listening, speaking, reading, writing, grammar, and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 332****INTERMEDIATE CONVERSATION****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Recommended Preparation:  
ESL 321 or 322*

The second in the ESL conversation series emphasis on both formal and informal expression and conversation in American English. Topics and vocabulary are expanded. May be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 333****INTERMEDIATE PRONUNCIATION****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Recommended Preparation:  
ESL 323*

An intermediate-level pronunciation course designed for non-native speakers which enables students to recognize, distinguish, and produce the sounds and intonation patterns of American English. Students continue to develop confidence in speaking and comprehension through extensive practice, imitation, sound discrimination, dialogue, response, and reading. This course may be offered for zero units on an open entry/open exit basis. The unit version of this course is not open entry/open exit and may not be repeated.

**ESL 335****INTERMEDIATE WRITING I****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Prerequisite: ESL 321 or 325*

Designed for the non-native speaker of English focusing on low intermediate-level writing skills. Emphasis is on gaining control of low-intermediate level sentence patterns, basic conventions of standard written English, and basic paragraph forms. Reading, vocabulary, and grammar activities support and supplement writing instruction. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 336****INTERMEDIATE WRITING II****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Prerequisite: ESL 330 or 335**Corequisite: ESL 801*

Designed for the non-native speaker of English focusing on high-intermediate-level writing skills. Emphasis on high-intermediate-level sentence patterns, conventions of standard written English, and paragraph forms. Reading, vocabulary, and grammar activities support and supplement writing instruction. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 340****ADVANCED MULTISKILLS****0 Unit; 6 hours lecture (R-E-4)  
6 Units; 6 hours lecture (NR)***Recommended Preparation:  
ESL 331*

An advanced English course for non-native speakers, incorporating academic skills. Emphasis is on further development in listening, speaking, reading, writing, grammar, and vocabulary in general and academic contexts. This course may be offered for zero units on an open-entry/ open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 342****ADVANCED CONVERSATION****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Recommended Preparation:  
ESL 331 or 332*

Completes the ESL conversation series and aids the ESL student in fluency in both formal and informal conversation in American English within a variety of societal contexts: social, work, and school situations. Topics may be of a controversial nature. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 343****ADVANCED PRONUNCIATION****0 Unit; 3 hours lecture (R-E-4)****3 Units; 3 hours lecture (NR)***Recommended Preparation:***ESL 333**

Completes the ESL pronunciation sequence. Emphasis on accent reduction, pronunciation accuracy, auditory discrimination, conversation techniques, and selective listening skills. Develops stress distinctions and intonation patterns in order to communicate intent and meaning. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 344****IDIOMS AND EXPRESSIONS IN AMERICAN ENGLISH****0 Unit; 3 hours lecture (R-E-4)****3 Units; 3 hours lecture (NR)***Recommended Preparation:***ESL 331**

An advanced vocabulary course focusing on the idioms and expressions of American English. Designed to help non-native speakers understand and use, in both speech and writing, common and useful English idioms and expressions. Introduces phrasal verbs and collocations. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 345****ADVANCED WRITING I****0 Unit; 3 hours lecture (R-E-4)****3 Units; 3 hours lecture (NR)***Prerequisite: ESL 331 or 336**Corequisite: ESL 802*

Designed for the non-native speaker of English focusing on advanced-level writing skills. Emphasis is on gaining control of complex sentence patterns and standard rhetorical patterns. Reading, vocabulary, and grammar activities support and supplement writing instruction. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 346****ADVANCED WRITING FOR WORK****0 Unit; 3 hours lecture (R-E-4)****3 Units; 3 hours lecture (NR)***Recommended Preparation:***ESL 331 or 336**

Designed to improve non-native speakers' reading comprehension and written communication skills necessary for advanced-level work using "real world" texts. Students summarize examples of American business and technical communication, design, write, and analyze different communication examples of memoranda, letters, descriptions, instructions, and other reports focusing on impact, accuracy, and clarity in relation to audience and purpose. Students also review sentence structure and grammar as needed. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 347****ADVANCED GRAMMAR REVIEW****0 Unit; 3 hours lecture (R-E-4)****3 Units; 3 hours lecture (NR)***Corequisite: ESL 901**Recommended Preparation:***ESL 331**

Begins the advanced, rapidly-paced grammar sequence for non-native speakers of English. Emphasis is on structures particularly difficult for non-native speakers such as the English verb system in all tenses and aspects, including passive voice, modals, and modal-like expressions. Writing of original sentences, applying correct structure and stresses appropriate punctuations. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 350****ESSENTIAL ACADEMIC SKILLS****0 Unit; 6 hours lecture (R-E-4)****6 Units; 6 hours lecture (NR)***Prerequisite: ESL 340 or 345*

Advanced academic English course for non-native speakers designed to improve reading comprehension and written communication skills necessary for college-level work. Summarize articles, take notes on lectures from a variety of academic disciplines, master specialized vocabulary, and discuss current issues. Develop fluency and confidence by writing and rewriting paragraphs and short essays. Paraphrasing, quoting, citing, and documenting are included. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 354****VOCABULARY SKILLS FOR COLLEGE****0 Unit; 3 hours lecture (R-E-4)****3 Units; 3 hours lecture (NR)***Recommended Preparation:***ESL 340**

Designed to help non-native speakers of English expand and acquire a college-level vocabulary and idiomatic expressions necessary for academic and vocational courses. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 355****ESL READING FOR COLLEGE: AMERICAN LITERATURE****0 Unit; 3 hours lecture (R-E-4)****3 Units; 3 hours lecture (NR)***Recommended Preparation:***ESL 340 or 345**

Introduces advanced ESL students to techniques for understanding and appreciating excerpts and complete works of fiction, drama, and poetry by American writers. Students write summaries, journal entries, and character analyses and take part in discussions, dramatic activities, and presentations in response to specific works studied. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 356****ACADEMIC SUCCESS STRATEGIES FOR ESL STUDENTS****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Recommended Preparation:*  
**ESL 340 or 345 or 358**

This course is designed to improve advanced ESL students' academic language skills and likelihood of academic success. Using lecture and textbook materials from a college level course, students will develop study and test-taking strategies, academic discipline-specific vocabulary, classroom participation skills, reading, writing, and note-taking skills. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 357****GRAMMAR REVIEW FOR COLLEGE****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Corequisite: ESL 902**Recommended Preparation:*  
**ESL 331, 347**

Completes the advanced, rapidly-paced grammar sequence for non-native speakers of English. Emphasis is on structures particularly difficult for speakers of English as a second language such as gerunds and infinitives in both active and passive voice, and noun, adjective, and adverb clauses, including clauses of condition. Writing of original compound and complex sentences with appropriate transitions and punctuation is stressed. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 358****LISTENING AND NOTE-TAKING SKILLS FOR COLLEGE****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Recommended Preparation:***ESL 340**

Designed to prepare foreign-language speakers for mainstream college courses. Emphasis is on note-taking, outlining, comprehension of spoken information, questioning, and paraphrasing techniques necessary for class participation. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 359****AMERICAN LANGUAGE AND CULTURE THROUGH FILM****0 Unit; 3 hours lecture (R-E-4)  
3 Units; 3 hours lecture (NR)***Recommended Preparation:***ESL 331**

In this content-based course, students are introduced to selected periods of American history and aspects of American culture through film. Discussion and writing assignments are based on background readings which complement these films. Film provides students with visual, kinesthetic and auditory modes of learning which makes it a highly effective method of enhancing second or foreign-language acquisition. It also offers opportunities to learn idiomatic expression, pronunciation and vocabulary as well as improve listening comprehension while gaining insight into American culture. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 801****INTERMEDIATE WRITING II LAB****0 Unit; 1.5 hours lab (R-E-4)  
0.5 Unit; 1.5 hours lab (NR)***Corequisite: ESL 336*

Enhances and provides practice in skills learned in ESL 336. Focus is on the development of spelling, vocabulary, grammar, and reading skills leading to improved writing. This course is offered for zero units on an open entry/open exit basis. The unit version of this course is not open entry/open exit and may not be repeated.

**ESL 802****ADVANCED WRITING I LAB****0 Unit; 1.5 hours lab***Corequisite: ESL 345*

Enhances and provides practice in skills learned in ESL 345. Focus is on the development of spelling, vocabulary, grammar, punctuation and reading skills leading to improved writing. This course is offered for zero units on an open entry/open exit basis. The unit version of this course is not open entry/open exit and may not be repeated. *R-E-4*

**ESL 802****ADVANCED WRITING I LAB****0.5 Unit; 1.5 hours lab***Corequisite: ESL 345*

Requires concurrent enrollment in ESL 345, Advanced Writing I. Enhances and provides practice in skills learned in ESL 345. Focus is on the development of spelling, vocabulary, grammar, punctuation and reading skills leading to improved writing. Students may attend the lab at any time on a first-come, first-served basis. The unit version of this course is not repeatable. *NR*

**ESL 901****ADVANCED GRAMMAR REVIEW LAB****0 Unit; 1 hour learning center (R-E-4)****0.25 Unit; 1 hour learning center (NR)***Corequisite: ESL 347*

Enhances and provides practice in skills learned in ESL 347. Provides opportunities for students to practice grammar constructions that are difficult for non-native speakers of English, such as correct form and function of verb tenses in passive and active voice, modals, and modal-like constructions. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 902****GRAMMAR REVIEW FOR COLLEGE LAB****0 Unit; 1 hour learning center (R-E-4)****0.25 Unit; 1 hour learning center (NR)***Corequisite: ESL 357*

Enhances and provides practice in skills learned in ESL 357. Provides opportunities for students who are non-native speakers to practice compound and complex sentences and their grammar constructions, such as gerunds and infinitives in both active and passive voice, and noun, adjective, adverb, and conditional phrases. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

**ESL 903****ESL LANGUAGE LAB****0 Unit; 1 hour learning center**

Provides additional practice in a computer lab, enhancing language learning in reading, writing, grammar, speaking, listening, vocabulary and pronunciation for students who want additional support in their varied ESL courses. This is an open-entry/open-exit class. *R-E-99*

## Entertainment and Theatre Technology

**ETT 40****STAGECRAFT****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU, UC*

Introduces students to the principles and techniques of stagecraft, including basic concepts of design, painting techniques, set construction, set movement, prop construction, backstage organization, lighting, sound, costumes, stage management, and career possibilities. Lecture, reading, projects, and practical experience through lab and crew. *NR*

**ETT 41****LIGHTING DESIGN  
FUNDAMENTALS****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU, UC**Prerequisite: ETT 40*

The study and execution of stage lighting with emphasis on equipment, control, and color and their relationship to design. Activities involve reading a light plot, hanging and focusing a show, the use of computer light boards, and basic introduction to electricity, as well as participation as a crew person or construction member on Theatre Arts department productions. *NR*

**ETT 42****COSTUME DESIGN****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU, UC*

Involves the study of the principles of costume design, the basic process of design, character analysis, and rendering techniques. A survey of fashion history will be included in the lectures. Crew assignments for major productions will provide practice in construction techniques. *NR*

**ETT 45****INTRODUCTION TO SCENIC  
DESIGN****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU, UC**Prerequisite: ETT 40*

The study of set design with emphasis on imagination, text analysis, metaphor, and conceptualization. Study of the history of set design and its practitioners. Investigation of design research process, composition, and style leading to visual presentation of design for theatre and the entertainment industry. *NR*

**ETT 100****APPLIED TECHNICAL THEATRE  
PRODUCTION****2 Units; 1 hour lecture; 4 hours lab***Transfers: CSU**Recommended Preparation: MATH 351*

Focuses on pre-production skills and techniques needed prior to opening a theatrical production. Designed for those interested in a career in technical theatre. *NR*

**ETT 101****FUNDAMENTALS OF DESIGN  
AND GRAPHICS FOR THEATRE****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Prerequisite: ETT 40*

Explores the techniques used to communicate visual ideas in the theatrical and entertainment industry, the use of hand-drawing, drafting, basic perspective and supporting computer applications are emphasized. Historical and contemporary concepts and practices in the visual arts of theatre and entertainment (formerly TA 101). *NR*

**ETT 103****ENTERTAINMENT INTERNSHIP****1 Unit; 1 hour lecture***Transfers: CSU*

Analyze and apply techniques of job application, interviewing, resume writing, and portfolio presentation specific to the entertainment industry. *NR*

**ETT 142****THEATRE PRODUCTION****1 Unit; 0.5 hours lecture; 2 hours lab***Transfers: CSU*

Covers basic terminology, safety, lighting, and stagecraft equipment and techniques, as well as the production and running of theatrical shows. *R-E-3*

**ETT 144****THEATRE SCENERY PAINTING****2 Units; 1 hour lecture; 3 hours lab***Transfers: CSU*

A study of the elements of theatrical scenery painting, including historical and present-day methods with practical applications through class efforts of scenery painting, as well as individual scene-painting projects. *NR*

**ETT 240****ADVANCED STAGECRAFT****3 Units; 2 hours lecture; 3 hours lab***Prerequisite: ETT 40*

Principles and techniques of stagecraft, with emphasis on stage properties, alternative materials, computer usage as it relates to automation and organization at theatrical events, automated lighting, alternate spaces, and special effects. Also explores stagecraft as a profession and as it relates to all entertainment, including film, television, and theme parks. *NR*

**ETT 242****STYLES OF PAINT FOR THE  
ENTERTAINMENT INDUSTRY****3 Units; 2 hours lecture; 3 hours lab***Recommended Preparation: ETT 244*

Creating themed environments by exploring period style elements through art, architecture, and concepts of set design. Focuses on practical application techniques and studies. Provides an overview of social, cultural, art, architecture, and period styles and décor from antiquity to the modern age of western civilization applicable to theatrical stage design. *NR*



**ETT 244**  
**ADVANCED SCENERY**  
**PAINTING**  
**3 Units; 2 hours lecture; 3 hours lab**

*Prerequisite: ETT 144*

Examines detailed faux finish techniques, and basic mural layouts. Practical application of more advanced painting methods and tools and the estimating of costs and supplies. *NR*

**ETT 246**  
**THEATRE AUDIO TECHNIQUES**  
**3 Units; 2 hours lecture; 3 hours lab**

*Prerequisite: ETT 40*

Explore the role of a sound designer in a theatrical production, from equipment to design. Emphasizes current processes and application through discussion and hands-on training. Class covers recording and reinforcement techniques, mixing, microphones, signal processing, and digital editing. *NR*

## Environmental Studies

**ENV 1**  
**INTRODUCTION TO ENVIRONMENTAL STUDIES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Introduction to environmental studies that includes an overview of human activities within the global ecosystem. Examines population growth, energy use, agricultural techniques, water quantity and quality, biodiversity, air quality, and waste disposal, and searches for solutions while exploring future options. *NR*

**ENV 6**  
**SCARCITY AND ENVIRONMENT**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

**ENV 1**

This course equips students with economic methods and tools to analyze basic environmental issues. This course combines theoretical analysis with discussions on specific environmental policies as applied to water, air pollution, energy, climate change and human health issues. Looks at market failure as a cause of inefficient resource use, depletion, and environmental pollution. Focuses on microeconomic analysis of environmental regulations, the problem of social cost, policy instrument choice, enforcement of regulations, and estimating benefits of environmental improvements. *NR*

**ENV 16**  
**ENVIRONMENTAL DISASTERS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Past and current environmental disasters will be examined from a multi-dimensional perspective, considering not only the environmental, public health, and social implications, but also regulatory, scientific and policy issues (formerly ENV 126). *NR*

**ENV 18**  
**INTRODUCTION TO ECOLOGY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Examines the relationships among organisms (including humans) and their environment, with an emphasis upon understanding the causal mechanisms underlying each phenomenon. Learning activities will include formal laboratory investigations, examination of live animals and plants, and short field trips to surrounding areas. *NR*

**ENV 23**  
**ENVIRONMENTAL GEOLOGY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Principles of sound planning for the human use of the solid earth. Includes environmental studies of earthquakes, mineral and energy resources, floods, beach erosion, landslides, etc. Field trips may be required to fulfill the objectives of this course. Also listed as GEOL 23 Credit given in either area, not both. *NR*

**ENV 24**  
**NATURAL HISTORY OF CALIFORNIA**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Acquaints the student with the basic physical and biological aspects of the coastal, valley, mountain, and desert environments of California. Field trips are required to fulfill the objectives of the course. *NR*

**ENV 25**  
**ENVIRONMENTAL HAZARDS TO HEALTH**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Provides an overview of the relationship between environmental pollutants and human health. Includes the general principles of water, soil, and air pollution, of chemical and radiation poisoning, of hazardous waste management and environmental change and of other hazards that challenge human health and well-being. *NR*

**ENV 30**  
**ALTERNATIVE ENERGY TECHNOLOGIES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introductory course presenting alternative energy policies and technologies that include geothermal, solar, hydroelectric, nuclear, biomass, and wind power. Problems of control, costs, pollution, and potential health hazards will be presented from both political and technical perspectives. *NR*

**ENV 37**  
**ENVIRONMENTAL ETHICS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An overview of basic concepts in the methods of examining current environmental issues and methods for creating judicious environmental policy. Examines the ethical issues raised by environmental challenges and various perspectives on determining our moral obligation to the natural environment. Various arguments/positions from several philosophers will be presented. *NR*

**ENV 40  
ENVIRONMENTAL LAW AND  
POLICY**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey course of US environmental law, including environmental assessment, clean air, clean water, waste management, and endangered species. Considers questions of how best to regulate, the role of citizens in environmental protection and law, the values, science, and policy that influence environmental law, and new approaches to environmental protection. *NR*

**ENV 105  
ENVIRONMENTAL STUDIES  
INTERNSHIP**

**2 Units; 1.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

*Recommended Preparation:*

*ENV 1*

Develop detailed knowledge in the preparation for future environmental work experience through goals and resume development, interview preparation, understanding of team work dynamics, and overview of the on the job site requirements. *NR*

**ENV 106  
NATURAL RESOURCE  
CONSERVATION**

**3 Units; 3 hours lecture**

*Transfers: CSU*

A comprehensive overview of natural resources and conservation issues. Topics discussed include the history of conservation, including national parks and wildlife conservation, human history in relation to natural resource utilizations, and contemporary natural resource use. Contemporary conservation solutions will be investigated. *NR*

**ENV 123  
WATER AND SOIL  
CONSERVATION**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Evaluation of major water and soil conservation programs and practices, principles of water and soil degradation by erosion, ground water overdraft, chemical transport, climate, topography, and land usage. Examination of the effects of water and soil pollution on population growth, food production, the environment, the economy, and policy. Identification of potential solutions to improve water and soil conservation. *NR*

**ENV 140  
WATER QUALITY AND  
MONITORING**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Learn how to monitor public drinking water quality through study of Federal and State regulations, water contaminants, laboratory analyses, basic scientific concepts, sample collection techniques, interpretation of monitoring data and record keeping. *NR*

**ENV 141  
WATER RESOURCES AND  
MANAGEMENT**

**4 Units; 4 hours lecture**

*Transfers: CSU*

The historical, geographical, legal, and economic bases for the distribution and allocation of water, stressing California and the arid West; the environmental impact of water use; past and current issues and controversies in water distribution and redistribution. Preparation for American Water Works Association (AWWA) Grade 1 and 2 Water Use Efficiency Practitioner certification. *NR*

**ENV 200  
VOLUNTEER NATURALIST  
TRAINING**

**2 Units; 1.5 hours lecture; 1.5 hours lab**

Prepares individual to lead interpretive tours at a variety of Orange County wilderness areas for various agencies and organizations. Subject matter includes familiarity of plants, animals, ecology, geology, and cultural history of the region. Useful for those interested in becoming a park docent. *NR*

**ENV 202  
GREEN LIVING**

**2 Units; 2 hours lecture**

Practical solutions that can be implemented in daily life in order to reduce one's ecological footprint on the planet. Includes an overview of the current global environment and practical solutions in reducing environmental impact. *NR*

**ENV 203  
CERTIFIED INTERPRETIVE  
GUIDE TRAINING**

**2 Units; 2 hours lecture**

Offers an opportunity for individuals who work, or would like to work, as guides for parks, museums, or historical landmarks to receive training in interpretive techniques. Participants who successfully complete the program can also earn an internationally recognized certification from National Association for Interpretation. *NR*

## Ethnic Studies

**ES 1  
MULTICULTURAL EXPERIENCES  
IN THE UNITED STATES**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Examines the cultures of African Americans, Asian Americans, Chicanos(as)/Latinos(as), Middle Eastern Americans, and Native Americans. Focuses on the topics of historical memory, racial and ethnic identity, immigration status, class differences, gender relations, family structures, sexuality and sexual orientation, and religion, ritual, and healing. Includes an examination of the relationships within and among cultural groups in the United States, and how they interact with the dominant culture (formerly CCS 1 and CCS/ES 2). *NR*

**ES 3  
INTRODUCTION TO  
CHICANA/O AND LATINA/O  
CULTURES**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to Chicana/o and Latina/o cultures in the United States. Includes an overview of the diverse and multiple experiences of people with ancestry from Mexico, Cuba, Puerto Rico, the Dominican Republic, Central America, and South America. The intersections of class, race/ethnicity, cultural identity, and gender will be explored. *NR*

## Family and Consumer Sciences

### FCS 115 CONSUMER ISSUES 3 Units; 3 hours lecture Transfers: CSU

An applied approach to consumer issues and problems enabling one to become an informed consumer. Emphasis on developing skills in personal and family financial management. Includes decision-making, consumer resources, resolving consumer complaints, psychology of the marketplace, financial planning, consumer credit, stretching food dollars, housing, economics through the life cycle, clothing, appliances, energy conservation, transportation, insurance, and health care. *NR*

### FCS 142 LIFE MANAGEMENT 3 Units; 3 hours lecture Transfers: CSU

Application of principles of family resource management to personal and family settings. Decision-making in the management of time, energy, money, and other resources to student, work, and home situations. Investigate changing roles and lifestyles. Practical applications include balancing home, family, work, and individual responsibilities; household planning; work simplification; budgeting; and management of the household. *NR*

## Fashion

### FASH 31 TEXTILES 3 Units; 2 hours lecture; 3 hours lab

*Transfers: CSU, UC*  
Fabric selection and care considering fibers, yarns, weaves, knits, finishes, and color. Emphasis is on properties of fibers as related to their end use and consumer understanding of fabric performance. Also listed as BUS 31. Credit given in either area, not both. *NR*

### FASH 100 SEWING FOR FASHION DESIGN I 3 Units; 2.5 hours lecture; 1.5 hours lab

*Transfers: CSU*  
Fundamentals of sewing for the fashion design industry. Introduction to industrial equipment, home and industry patterns, fabric selection, layout and cut and sew techniques. *NR*

### FASH 101 INTRODUCTION TO FASHION CAREERS 3 Units; 3 hours lecture Transfers: CSU

Explores the fashion industry including the development of fashion and consumer demands, fashion producers, fashion retailers, international fashion centers, marketing concepts, promotion, publishing, and advertising areas. Emphasis placed on current industry and careers. *NR*

### FASH 110 CONTEMPORARY CLOTHING CONSTRUCTION 3 Units; 2 hours lecture; 3 hours lab

*Transfers: CSU*  
*Recommended Preparation: FASH 100 or basic sewing skills*  
Clothing construction methods appropriate for beginners or students wishing to refine their skills. Emphasis is placed on new sewing and fitting techniques for contemporary fabrics and fashion designs, individualizing patterns, and coordinating fabric choices to create the desired fashion image. *NR*

### FASH 111 SEWING FOR FASHION DESIGN II 3 Units; 2.5 hours lecture; 1.5 hours lab

*Transfers: CSU*  
*Recommended Preparation: FASH 100*  
Designed for the student who has completed Sewing for Fashion Design I. Students will continue to build their sewing skills using industrial equipment while constructing the following projects: pants, button down collar shirt and a knit project. Industrial and home sewing techniques will be covered. More challenging fabrics will be used. *NR*

### FASH 112 FASHION SEWING – ADVANCED 3 Units; 2.5 hours lecture; 1.5 hours lab

*Transfers: CSU*  
*Recommended Preparation: FASH 111*  
Application of advanced techniques in construction of garments. Use of designer patterns and adapting patterns for a more personal style. Handling of such special fabrics as velvet, microfibers, sheers, silks, piques, taffetas, and lace. Fine custom details such as lining and underlining. *NR*

### FASH 113 COUTURE SEWING 2 Units; 1 hour lecture; 3 hours lab

*Transfers: CSU*  
*Recommended Preparation: FASH 111*  
Application of custom techniques in construction of haute couture garments. Instruction in fine finishing details such as hand-sewing techniques, trapunto, self-trim applique, and beading. *NR*

### FASH 120 TAILORING 3 Units; 2.5 hours lecture; 1.5 hours lab

*Transfers: CSU*  
*Recommended Preparation: FASH 100 or basic sewing skills*  
Emphasizes tailoring techniques as applied to construction of coats and suits. Stresses hand-tailoring processes including working with wool, hand-rolling collars, and supporting fabrics and linings. Also includes tailoring methods using soft, unconstructed fabrics; new shaping technique; and quick methods of construction. *NR*

### FASH 124 WEARABLE ART 3 Units; 2.5 hours lecture; 1.5 hours lab

*Transfers: CSU*  
*Recommended Preparation: FASH 100 or basic sewing skills*  
Incorporates student's artistic abilities, cultural and ethnic sources, specialty fabrics, needle arts and heirloom sewing to create an artistic wearable garment. Covers design methods, embellishment, surface patterns, and construction of clothing. *NR*

**FASH 130**  
**FLAT PATTERN DESIGN**  
**4 Units; 4 hours lecture; 1 hour lab**

*Transfers: CSU*

*Recommended Preparation:*

*FASH 100 or basic sewing skills*

Creative fashion and costume design achieved through flat pattern techniques. Use of the basic sloper and construction of half-scale garments. *NR*

**FASH 131**  
**CAD PATTERNMAKING WITH TUKATECH**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Prerequisite: FASH 130*

Designed to teach computerized pattern making skills of garment design using Tukatech software. Course includes drafting basic pattern blocks (slopers), manipulating or creating new darts, adding fullness, creating pleats and making new seams on computer program. Tukatech adds computerized flat-pattern dimension to traditional flat pattern and provides a better understanding of the processes involved in producing ready-to-wear or custom apparel. *NR*

**FASH 132**  
**DRAPING FASHION DESIGNS**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

*Recommended Preparation:*

*FASH 100 or basic sewing skills*

Creative apparel designing using fabric-draping techniques on a dress form with application to the individual. *NR*

**FASH 136**  
**APPAREL DESIGN**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

*Recommended Preparation:*

*FASH 130*

Designed to teach the basic skills of garment design: how designers develop a line, sources of inspiration, trend reports, and the elements of a successful apparel line. Course includes garment sketch, line presentation, sourcing, cost sheets, garment specs and taking your line to market. *NR*

**FASH 140**  
**FASHION IMAGE**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Aims to help men and women to look and dress their best, taking into account personal style, lifestyle, goals and budget. Provides tools for evaluating your individual style, accentuating your assets, becoming aware of color, proportion and fit. Professional fashion styling, image management and photo shoots will be included. *NR*

**FASH 141**  
**APPAREL SELECTION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Concepts of apparel selection for professional and personal needs based on design, culture, image and lifestyles. Includes the study of sociological, physiological, and psychological aspects of dress. The fashion professional uses this information to better design, produce, and select products to meet the needs of a culturally diverse consuming population. *NR*

**FASH 143**  
**FASHION BUYING AND MERCHANDISING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Study the principles and techniques of merchandising pertinent to the fashion industry including buying fashion, methods of merchandising fashion, and merchandise control. Also listed as BUS 143. Credit given in either area, not both. *NR*

**FASH 144**  
**FASHION TRENDS AND CULTURAL COSTUMES**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Examines the forces which influence the fashion trends of today by studying the clothing, textiles, arts, and cultures of the past. Covers historical, artistic, socioeconomic, geographic, religious, political, and cultural influences clothing design, textiles, and fashion from ancient to modern civilization. Includes cultures throughout the world. *NR*

**FASH 145**  
**INTERNSHIP**  
**1 Unit; 1 hour lecture**

*Transfers: CSU*

*Corequisite: CWE 180*

Supervised and educationally-directed internship. Weekly lectures will relate on-the-job experiences with academic program. To be taken in the final year of program. Also listed as BUS 145. Credit given in either area, not both. *NR*

**FASH 147**  
**SPECIAL EVENTS COORDINATION AND PROMOTION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Emphasis is on a student-produced fashion event. The course will provide training in fashion promotion and coordination, retail sales, advertising, and merchandising. Also listed as BUS 147. Credit given in either area, not both. *NR*

**FASH 148**  
**VISUAL MERCHANDISING**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Visual merchandising as both an art form and a selling technique in fashion retailing. The use of color, outfit coordination, store layout, fixtures, lighting, signing, composition, mannequins, and props will be studied. Also listed as BUS 148. Credit given in either area, not both. *NR*

**FASH 150**  
**FASHION APPAREL AND PROFESSIONAL TECHNIQUES**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Information about fashion designers' ready-to-wear and non-textile merchandise. Includes men's and women's clothing, jewelry, leather, shoes, and accessories. Examination of methods of construction and production, fashion terms, and consumer information. Stresses professional portfolio development and presentation skills for fashion design and merchandising students. *NR*

**FASH 154**  
**FASHION ILLUSTRATION**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

The study and development of fashion illustration techniques. Included will be the uses and purposes of the four types of fashion drawings: design sketching, production sketching, presentation drawing, and fashion illustration. Emphasis will be placed on the use of croquis and developing freehand sketching skills of the fashion figure in a variety of poses, with attention to the drape texture and pattern of fabric. *NR*

**FASH 204**  
**UNDERSTANDING APPAREL PRINCIPLES – AIMS CERTIFICATION**  
**1 Unit; 1 hour lecture; 0.5 hours lab**

Learn principles and procedures involved in the business applications of the apparel industry using order processing and manufacturing software. Course will cover distribution, manufacturing and wholesaling using AIMS (Apparel Information Management System), a completely integrated order production and inventory control processing system. Students passing final exam will earn AIMS Certification. *NR*

**FASH 205**  
**CORSET CONSTRUCTION**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: FASH 100 or 110*

Covers types of corsets, both historical and modern. Students will create their own pattern, learn proper fitting techniques, evaluate suitability of fabric and boning and build a corset from start to finish. *NR*

**FASH 206**  
**DESIGNING/CONSTRUCTING KNITWEAR, ACTIVEWEAR, SWIMWEAR**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: FASH 100*

Focuses on sewing, constructing, and designing knitwear garments. Specialty techniques, types of knits, industrial machines used with knits, and basic pattern-making will be covered. Students will create garments ranging from tops to bottoms, dresses, activewear, and swimwear. *NR*

**FASH 207**  
**ECO-FRIENDLY FASHION TOUR**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

Learn how professionals in the fashion industry are minimizing their businesses impact on the earth and "going green." Students will visit designers, retailers, textile manufactures and "eco-preneurs" to learn how they have become fashion crusaders with light footprints. Includes site visits and on-site lectures and presentations. *NR*

**FASH 208**  
**SEWING VINTAGE FASHIONS**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: FASH 100 and 111*

Construct garments using vintage sewing patterns. Great for both Fashion and Costuming. Reproduce vintage clothing from 1880 through 1970s using actual and reproduced patterns. Sewing techniques from the past and their modern interpretations will also be examined. Course will include the history and evolution of patterns, sewing machines, sergers, irons, notions and equipment. *NR*

**FASH 209**  
**CONSTRUCTION OF CHILDREN'S CLOTHING**  
**2 Units; 1 hour lecture; 3 hours lab**

*Recommended Preparation: FASH 100 or basic sewing skills*

Gain experience in the construction and design of children's clothing. Use of commercial patterns as well as designing or adapting patterns is an important element. Also includes decorative embellishments, smocking, and needlework suitable for children's clothing and a study of dressmaker and designer practices. *NR*

**FASH 210**  
**CLOTHING CONSTRUCTION STUDIO**  
**1 Unit; 3 hours lab**

Add to your sewing knowledge and make your chosen special garment(s) using the expertise of fashion instructors and industrial sewing machines. Student may pursue individual projects or complete work in progress. *NR*

**FASH 211**  
**ADVANCED DRESSMAKING AND CUSTOM SEWING**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: FASH 111 and 130*

Application of advanced techniques in the construction of specialty, custom and couture/designer garments. Use of advanced designer patterns and their manipulation for a custom look and fit. Handling of specialty fabrics such as lace, wools, silks, and napped fabrics as well as sophisticated couture designer finishes and embellishments. *NR*

**FASH 212**  
**CONSTRUCTION LAB**  
**1 Unit; 3 hours lab**

Includes demonstration and practice of basic and intermediate sewing skills necessary for the student at the fundamental level. Course includes exposure and use of industrial sewing machines, industrial dress forms and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass. *NR*

**FASH 213**  
**DESIGNER'S LAB**  
**1 Unit; 3 hours lab**

*Recommended Preparation: FASH 100*

Includes demonstration and practice of advanced sewing skills necessary for the established student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass. *NR*

**FASH 214**  
**COUTURE LAB**  
**1 Unit; 3 hours lab**

*Recommended Preparation: FASH 100*

Includes demonstration and practice of couture and specialty sewing skills necessary for the accomplished student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment specialty equipment and industrial irons in a professional studio. Offered as open-entry/open-exit as credit/no-credit. *NR*

**FASH 216  
COSTUMER'S LAB**  
**1 Unit; 3 hours lab**

Includes demonstration and practice of specialty sewing skills necessary for the costuming student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment, specialty equipment, and industrial irons in a professional studio. Offered as open-entry/open-exit as credit/no-credit. *NR*

**FASH 217  
FOOTWEAR DESIGN AND  
CONSTRUCTION**  
**2 Units; 1.5 hours lecture; 2  
hours lab**

Design and construct footwear/shoes for an accessory line or that complete your clothing line, compliment ensembles, theatrical costumes or stand alone as wearable art. Explores historical and ethnic inspirations as well as current market interests and trends. Covers design methods, construction techniques and sources for materials. Suggested for students interested in Fashion Design and Costuming. *NR*

**FASH 218  
NEW YORK STUDY TOUR**  
**2 Units; 1.5 hours lecture; 1.5  
hours lab**

Travel to New York, the fashion capital of the United States. Students will connect with industry, observe the workplace in action, explore employment, and internship opportunities within New York City. May include field trips to apparel and textile manufacturers, showrooms, CAD companies, trend forecasters, visual display showrooms, publications, retail stores, buying offices, and museum collections. Learn about New York's role as one of the four major fashion capitals of the world. *NR*

**FASH 219  
DRESSMAKING LAB**  
**1 Unit; 3 hours lab**

**Corequisite:** *FASH 100 or 111*  
Includes demonstration and practice of intermediate sewing skills necessary for fashion students. Course includes exposure and use of industrial sewing machines, sergers, industrial dress forms and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass. *NR*

**FASH 220  
TAILOR'S LAB**  
**1 Unit; 3 hours lab**  
**Corequisite:** *FASH 120, 221*  
**Recommended Preparation:**  
*FASH 111*

Includes demonstration and practice of Tailoring sewing skills necessary for the accomplished student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment specialty equipment and industrial irons in a professional studio. Recommended for advanced fashion students. Offered as open-entry/open-exit and pass/no-pass. *NR*

**FASH 221  
CONTEMPORARY TAILORING**  
**2 Units; 1 hour lecture; 3 hours  
lab**

**Recommended Preparation:**  
*FASH 100 or basic sewing skills*  
Study tailoring methods using soft, unstructured techniques. It includes elimination of bulk, knowledge of current development in shaping fabrics, new methods of finishing the inside of garments, use of commercial sewing machines, and selection of design and fabrics for contemporary tailoring. Emphasis will be on the professional application of new tailoring techniques and how these are used by the practicing dressmaker and tailor. *NR*

**FASH 223  
MILLINERY DESIGN**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

Learn the historical art of millinery. Design and construct hats as an accessory line, complete your clothing line, for theatrical costumes, or as wearable art. Covers historical and ethnic inspirations as well as current market interests and trends. Includes design methods, construction techniques and sources for materials. Ideal for students interested in Fashion Design and Costume Design. *NR*

**FASH 224  
ACCESSORY DESIGN**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

Design and develop a line of accessories. Course covers process of accessory design from inspiration to sourcing and manufacturing of handbags, small leather goods, footwear, millinery, gloves, belts, and neckwear. Overview of accessory history as well as current market trends and designers. Construction methods and manufacturing processes for accessories will be covered. *NR*

**FASH 225  
APPAREL CART: FASHION  
RETAILING ONLINE WITH EASY  
CART SHOP**

**1 Unit; 1 hour lecture; 1 hour lab**  
Create an online store for your fashion business using Apparel Easy Shop and other retail software. Course covers building your online store with full web administration, credit card processing, secure customer shopping, and many other features specific to apparel. Includes social media integration and online marketing. *NR*

**FASH 230  
ALTERATIONS AND FITTING**  
**3 Units; 2.5 hours lecture; 1.5  
hours lab**

**Recommended Preparation:**  
*FASH 100 or basic sewing skills*  
Included are basic procedures involved in altering a ready-made garment, industrial sewing-machine operation, identification of specific fitting problems, causes, and remedies. *NR*

**FASH 234  
ADVANCED PATTERN AND  
DESIGN TECHNIQUES**  
**2 Units; 1 hour lecture; 3 hours  
lab**

**Prerequisite:** *FASH 130*  
Translate complex original designs into garments. Includes instruction in industrial pattern and apparel construction. Students will develop style designs and patterns. *NR*

**FASH 235  
DESIGNING FOR THE FASHION  
INDUSTRY**

**2 Units; 1 hour lecture; 3 hours lab**

*Recommended Preparation:  
FASH 130*

A professional course simulating the procedures used in the design department of a garment manufacturer. The student will design misses and junior dresses, lingerie, sportswear, active sportswear, after-five, and children's wear. Students will deal with the problems of working ahead of fashion seasons, production costs, saleability, and manufacturability of garments. Emphasis also will be placed on improving design techniques. *NR*

**FASH 238  
ADVANCED DRAPING AND  
FASHION DESIGN**

**2 Units; 1 hour lecture; 3 hours lab**

*Recommended Preparation:  
FASH 132*

Explores design principles through draping techniques. Student will create half and full scale garments for presentation, professional portfolio, and department fashion show. *NR*

**FASH 240  
DYE PROCESSES ON FABRICS**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

Explores a variety of methods used to dye and/or print fabrics suitable for use in clothing and interiors. Covers the traditional procedures used, terminology, equipment, and the various new dyes and techniques on the market. Various topics will be covered including block printing, stenciling, batik, fabric painting, tie-dyeing, and direct printing. Methods will be explored to enable professionals and students to design fabrics to suit their garment designs and costume projects. Excellent for fashion, theater costuming, art and interior design students. *NR*

**FASH 247  
SPECIAL EVENTS  
PARTICIPATION**

**1 Unit; 1 hour lecture; 0.5 hours lab**

Includes planning and participating in a student produced fashion event. Students will showcase garments of their own design or will apply staging principles learned in merchandising courses. *NR*

**FASH 250  
FASHION TREND FORECASTING**  
**1.5 Units; 1 hour lecture; 1.5 hours lab**

Research and identify key trends in the apparel industry. Fashion forecasting research will include looking at fashion silhouette, textiles and colors, then projecting what future fashion trends will be. Covers analysis of trend forecasting companies, street fashion and couture. *NR*

**FASH 251  
DESIGNING FOR A CAUSE AND  
SUSTAINABLE FASHION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Recommended Preparation:  
FASH 100, 130 and 154*

Designed to teach the basic skills of garment design while promoting a particular cause. Learn how to develop a line, sources of eco-inspiration, trend reports and the elements of a successful apparel line. Explore relationships between philanthropic companies in the textiles, apparel, and retailing and other "green" companies. Drapery and patternmaking using the basic block, fitting techniques, and manipulating pattern or drape to create apparel with design details. *NR*

**FASH 254  
FASHION IN SOUTHERN  
CALIFORNIA**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

Introduction to the fashion industry in Southern California. Students will visit California Mart and a selection of industry professionals and environments such as designers, buyers, manufacturers, and production facilities. *NR*

**FASH 260  
THE DIGITAL FASHION IMAGE**  
**2 Units; 1.5 hours lecture; 1.5 hours lab**

*Recommended Preparation:  
FASH 154*

Create digital fashion images using Adobe Photoshop and Illustrator. Technical instruction on sketching and image production from pencil to pen tool. Students will create and merchandise a clothing line and be introduced to the computer generated portfolio. *NR*

## Fine Arts

**FA 27  
INTRODUCTION TO FINE ARTS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introductory course to the discipline of fine arts, including art, theatre, and music. Explores various topics that unite all fine arts, including terminology, aesthetics, themes, objective and subjective analysis, and techniques of the critique. *NR*

## Food and Nutrition

**FN 50  
FUNDAMENTALS OF  
NUTRITION**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A comprehensive analysis of the principles of nutrition and their relationship to health throughout the life cycle. Scientific concepts of nutrition related to the function of nutrients in basic life processes and current health issues with emphasis on the needs of the individual. *NR*

**FN 64  
NUTRITION ISSUES AND  
CONTROVERSIES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Stresses a topical approach to nutrition and related health conditions with emphasis on evaluation of controversial views and findings. Investigates problems related to food choices, energy balance, over-consumption of foods, food and diet fads and fallacies, nutrient needs, nutrient supplements, food safety, nutrition legislation and current dietary trends. *NR*

**FN 110  
FOOD PREPARATION  
ESSENTIALS**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Practical experience in healthy food preparation techniques as well as an investigation of scientific principles involved. Emphasis is placed on ingredient selection and interaction, technique and production standards, food safety and sanitation, nutrient values and food presentation. *NR*

**FN 120****CONTEMPORARY MEALS****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Topics emphasized include the close links among growing vegetables and herbs, preparing healthy and nutritious meals, sustainability in the food service industry, and understanding the environmental ethics, based upon the "Farm-to-Table" model. Growing, planning, organizing, experimenting, preparing and serving sustainable cuisine will be discussed and taught. Laboratory experiences include "hands on" growing and maintaining an organic garden and preparing sustainable foods. *NR*

**FN 140****CULTURAL CUISINE****2 Units; 1 hour lecture; 3 hours lab***Transfers: CSU**Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Emphasizes regional, ethnic, cultural, religious, historical, and social influences on food patterns and cuisines. Laboratory experience with foods from many cultures will be stressed as well as professional and commercial applications. *NR*

**FN 142****CLASSICAL FRENCH CUISINE****2 Units; 1 hour lecture; 3 hours lab***Transfers: CSU**Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Mastery of techniques in menu planning, preparation, presentation, and service of French cuisine. Professional and commercial applications as well as culinary careers will be explored. *NR*

**FN 150****INTRODUCTION TO HOSPITALITY INDUSTRY/MGMT AND SUPERVISION****3 Units; 3 hours lecture***Transfers: CSU*

Focuses on the qualities and skills needed to manage and train employees in the Hospitality field. An emphasis will be placed on leadership, training, and supervision. Covers topics such as supervisors as leaders; goal setting; supervisory communication; suggestions for improving communications and social media communications; drivers of diversity; multiculturalism; social media recruiting; hiring suggestions; evaluating on-the-job performance and performance improvement; behaviors of leaders; team building, and teaching methods for training. *NR*

**FN 154****HOSPITALITY – PRODUCTION AND COST CONTROL****3 Units; 3 hours lecture***Transfers: CSU*

Food, beverage, and labor cost controls for careers in food and beverage operations. Specific areas covered include purchasing, receiving, storage, issuing, production, and sales. Introduces the basics of cost-volume-profit analysis. *NR*

**FN 157****HOSPITALITY LAW****3 Units; 3 hours lecture***Transfers: CSU*

Shows students and practicing hospitality managers how to effectively manage their legal environment. By learning to think proactively, students consider how their actions will be viewed in a legal context, thereby precluding many legal difficulties. Familiarizes readers with hospitality legalities, provides relevant exercises, and applies lessons learned to real-world hospitality management situations. *NR*

**FN 160****NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS****3 Units; 3 hours lecture***Transfers: CSU*

Sound principles of weight management and nutritional concerns of eating disorders. Investigates and evaluates weight-control methods, food fads, fallacies, basic nutritional needs, and recommended lifestyle changes. Current approaches to nutritional care and treatment of eating disorders will be covered. Emphasizes application of nutrition principles for eating disorder counselors and nutrition professionals in the counseling setting. *NR*

**FN 161****NUTRITION FOR HEALTH OCCUPATIONS****2 Units; 2 hours lecture***Transfers: CSU*

Examines the essential nutrients and the basic dietary guides. Includes the application of nutrition to the stages of the life cycle, nutrition-related health conditions, basic principles of therapeutic nutrition, ethnic influences on diet, and guidelines for evaluating nutrition information as to its validity and application. *NR*

**FN 164****SPORTS NUTRITION****2 Units; 2 hours lecture***Transfers: CSU*

Overview of basic nutrition concepts for individuals interested in sports, fitness, and health. Emphasis on current nutrition practices related to athletic performance. Covers energy nutrient intakes, hydration, specific activity recommendations, and applications. *NR*

**FN 171****SANITATION AND SAFETY****2 Units; 2 hours lecture***Transfers: CSU*

Environmental control and its application to food preparation, personal cleanliness, sanitation in the commercial kitchen and dining room, and the use and care of equipment within food service operations. Emphasis on safety and accident prevention on the job and optimum equipment selection, use, and maintenance. *NR*



**FN 173****CATERING AND BANQUETS****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Prerequisite: FN 171 or FN 210 or current ServSafe Certification**Recommended Preparation: FN 240 and 244*

Catering skills, personal chef business management and service, menu planning, equipment selection, logistics, and advanced presentation techniques of catering and banquet production will be included. On-site, off-premise, and special event planning from the perspective of hospitality, profitability, and customer service are emphasized. This course requires students to make themselves available for two catered events within the current semester that may not be scheduled during regular class hours. *NR*

**FN 205****NUTRITION FOR CULINARY PROFESSIONALS****3 Units; 3 hours lecture**

Overview of nutrition including major nutrients, life cycle needs, energy balance, role of food and nutrition in culinary arts, and consumer expectations and industry response. *NR*

**FN 210****SERVSAFE IN FOOD PRODUCTION****1 Unit; 1 hour lecture**

Introduction to basic information on food safety risks, standards and practices in restaurant operations. Students may take the federal exam, ServSafe, upon the completion of this course. *NR*

**FN 220****FRENCH BISTRO CUISINE****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current Servsafe Certification*

Exploration and preparation of the foods of provincial France. Students will gain practical experience in the planning and preparation of representative Provençal French bistro specialties and menus. Attention will be given to techniques, methods, and presentation for the catering and restaurant industry. *NR*

**FN 222****CHINESE CUISINE****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Investigate the many regional cuisines of China, including Szechwan/Hunan, Peking/Mandarin, Cantonese, and Shanghai/Fukien. Practical experience in preparing authentic Chinese dishes is an integral part of the course. Emphasis is on developing professional skills and techniques applicable to the commercial food industry. *NR*

**FN 223****ASIAN CUISINE****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Cuisines of the Philippines, Japan, China, Thailand, India, Vietnam, and Indonesia. Regional, ethnic, religious, and geographic influences on food patterns and customs will be examined. Professional catering and restaurant applications are included. *NR*

**FN 226****MEXICAN CUISINE****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Focus on the art of preparing and presenting the many regional cuisines of Mexico. Practical experience in preparing authentic Mexican dishes is an integral part of the course. Emphasis is on developing professional skills and techniques applicable to the commercial food industry. *NR*

**FN 227****MEDITERRANEAN CUISINE****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

The cuisines and cultures of the following Mediterranean countries are included in course study: Spain, France, Italy, Morocco, Egypt, Greece, and Turkey. Laboratory experiences with food from the Mediterranean will be stressed as well as commercial applications. Included will be appetizers, soups, salads, main dishes, meat, game preparation, sauces, dressings, and desserts appropriate to the region. *NR*

**FN 228****ITALIAN CUISINE****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Theory and study of Italian cuisine. Regional and cultural differences are explored as to how they are represented in traditional specialties. Students will gain practical experience in the techniques, preparation, and presentation of Italian cuisine. Development of professional skills for catering and the restaurant industry will be emphasized. *NR*

**FN 230****VEGETARIAN CUISINE****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Focus on the art of preparing and presenting vegetarian foods. Practical experience in preparing vegetarian dishes, variety of cultural and ethnic dishes included. Also includes an exploration of nutrition information including health benefits and recommendations for healthy food planning, and use of specialized ingredients. Emphasis is on developing professional skills and techniques applicable to the commercial food industry. *NR*

**FN 232****TECHNIQUES OF HEALTHY COOKING****2 Units; 1 hour lecture; 3 hours lab***Prerequisite: FN 171 or FN 210 or current ServSafe Certification*

Focus on the art of preparing and presenting healthy cuisine to support life-long eating patterns that promote good health. Practical experience in planning and preparing healthy dishes using innovative methods—a variety of cultural and ethnic dishes included. Emphasizes exploration of nutrition information, modification of less healthy recipes, substituting ingredients to include more healthful item-including health benefits and recommendations for healthy food choices, planning, and use of specialized ingredients. *NR*

**FN 236****AMERICAN REGIONAL CUISINE  
2 Units; 1 hour lecture; 3 hours  
lab**

*Prerequisite: FN 171 or FN 210 or  
current ServSafe Certification*

Culinary history and survey of major influences and origins of American foods. Regions covered include the Northeast, Southern, Middle America, Pacific Northwest, Southwest and California. A unique cuisine has been created from the contributions of Native Americans and many immigrant groups. This diverse culinary heritage will be investigated through hands-on preparation of traditional regional foods. *NR*

**FN 240****CULINARY PRINCIPLES I  
3 Units; 2 hours lecture; 3 hours  
lab**

*Prerequisite: FN 171 or FN 210 or  
current ServSafe Certification*

*Recommended Preparation:*

*FN 246*

Introduction to the professional field of Culinary Arts. Beginning students will gain a general understanding of cooking theory while developing professional culinary arts skills. Basic cooking principles of stocks, sauces, soups, poultry, vegetable and starches will be included. Development of culinary skills through lab applications. *NR*

**FN 241****CULINARY PRINCIPLES II  
3 Units; 2 hours lecture; 3 hours  
lab**

*Prerequisite: FN 171 or FN 210 or  
current ServSafe Certification*

*Recommended Preparation:*

*FN 240*

Advanced principles and techniques of culinary arts will be covered. Practical experience in techniques, preparation, presentation and service of poultry, meats, fish and shellfish, charcuterie will be explored. Purchasing, storage and quality control of products will be taught. *NR*

**FN 244****BAKING FUNDAMENTALS I  
3 Units; 2 hours lecture; 3 hours  
lab**

*Prerequisite: FN 171 or FN 210 or  
current ServSafe Certification*

Fundamental principles of baking, including weights and measurement techniques, ingredients and their uses. Includes cookies, pies and pie fillings, quick breads, yeast doughs and custards. *NR*

**FN 245****BAKING FUNDAMENTALS II  
2 Units; 1 hour lecture; 3 hours  
lab**

*Prerequisite: FN 171 or FN 210 or  
current ServSafe Certification*

*Recommended Preparation:*

*FN 244*

Emphasis on specialty and advanced baking skills, techniques, methods and presentation. Hands-on production of pastries, cakes and fillings, puff dough, mousses and bavarians integrated with accompaniments from international cuisines. *NR*

**FN 246****PANTRY  
3 Units; 2 hours lecture; 3 hours  
lab**

*Prerequisite: FN 171 or FN 210 or  
current ServSafe Certification*

Fundamental principles of pantry preparation will be covered. Practical experience in techniques, preparation, presentation and service of cold sauces, salads, sandwiches and breakfast items and cheese selection will be explored. Purchasing, storage and quality control of pantry products are included. *NR*

**FN 261****INTERNSHIP****1 Unit; 1 hour lecture**

Students will be taught the skill set necessary to secure an internship/job placement, learn desirable professional skills, resume writing, interview techniques and time management skills. *NR*

**FN 275****FOOD AND BEVERAGE  
OPERATIONS****3 Units; 3 hours lecture**

Food, beverage, and labor cost controls for careers in food and beverage operations. Specific areas covered include purchasing, receiving, storage, issuing, production, and sales. Introduces the basics of cost-volume-profit analysis. Also covers management theory, marketing plan development, food and beverage service, facility design and equipment. *NR*

## French

**FR 1****ELEMENTARY FRENCH****5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Corequisite: FR 901*

*Recommended Preparation:*

*College level reading ability*

Designed to develop the fundamentals of communicative competence in colloquial French. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school French. *NR*

**FR 2****ELEMENTARY FRENCH****5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: FR 1 or two years of  
high school French*

*Corequisite: FR 902*

Designed to further the fundamentals of communicative competence in daily spoken French. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**FR 3****INTERMEDIATE FRENCH****5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: FR 2 or three years of  
high school French*

*Corequisite: FR 903*

Reviews the fundamentals with further study of the French language and culture. *NR*

**FR 4****INTERMEDIATE FRENCH****5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: FR 3 or four years of  
high school French*

*Corequisite: FR 904*

Concentrates on the development of fluency in the skills needed to communicate in French. Further study of cultural topics. *NR*

**FR 10**  
**INTERMEDIATE**  
**CONVERSATIONAL FRENCH**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: FR 2 or three years of high school French*

Designed to develop fluency in French. The emphasis is on both formal and informal expression and conversation in the language. *NR*

**FR 21**  
**INTRODUCTION TO FRENCH**  
**LANGUAGE AND CULTURE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: College-level reading ability*

Traces the development of French culture from Roman period to modern times. Conducted in English. No prior study of French language or culture required. *NR*

**FR 901**  
**FRENCH LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**

*Corequisite: FR 1*

Requires concurrent enrollment in French 1. Enhances and provides practice in skills learned in French 1 Language course. *NR*

**FR 902**  
**FRENCH LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**

*Corequisite: FR 2*

Requires concurrent enrollment in French 2. Enhances and provides practice in skills learned in French 2 Language course. *NR*

**FR 903**  
**FRENCH LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**

*Corequisite: FR 3*

Requires concurrent enrollment in French 3. Enhances and provides practice in skills learned in the French 3 course. *NR*

**FR 904**  
**FRENCH LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**

*Corequisite: FR 4*

Requires concurrent enrollment in French 4. Enhances and provides practice in skills learned in the French 4 course. *NR*

## Geographic Information Systems

**GIS 110**  
**INTRODUCTION TO**  
**GEOGRAPHIC INFORMATION**  
**SYSTEMS (GIS)**

**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU*

Study of Geographic Information Systems (GIS) science and its applications to spatial data management. Identification and acquisition of GIS data. Assessment of vector and raster systems, scale, resolution, map projection, coordinate systems, georeferencing and Global Positioning Systems (GPS). Spatial analysis and modeling with GIS. Also listed as GEOG 110. Credit given in either area, not both. *NR*

**GIS 211**  
**INTERMEDIATE GEOGRAPHIC**  
**INFORMATION SYSTEMS (GIS)**

**2 Units; 1 hour lecture; 3 hours lab**

*Prerequisite: GEOG/GIS 110*

Intermediate GIS course prepares students for advanced geographic analysis. Students will integrate geographic and spatial concepts into acquisition and creation of Geographic Information Systems (GIS), Global Positioning system (GPS) and varied data types, cartography, programming, and raster data. Laboratory exercises will allow students of various disciplines to explore the use of GIS in their fields. Also applicable to those already in the GIS field seeking additional skills. Also listed as GEOG 211. Credit given in either area, not both. *NR*

## Geography

**GEOG 1**  
**PHYSICAL GEOGRAPHY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Focuses on the basic physical elements of geography: Earth-sun relationships, weather, climate, landforms, soils, water and natural vegetation, and their integrated patterns of world distribution. C-ID: GEOG 110 *NR*

**GEOG 1L**  
**PHYSICAL GEOGRAPHY**  
**LABORATORY**

**1 Unit; 3 hours lab**

*Transfers: CSU, UC*

*Prerequisite: Taken concurrently with GEOG 1 or after completing GEOG 1*

An earth environment laboratory that explains in greater depth the ideas and relationships of physical geography. Stresses the scientific method in interpreting Earth-sun relations; time; earth representation through globes and maps; weather (temperature, moisture, pressure and winds); climate; natural vegetation; soils and landform evolution by tectonic forces, erosion and deposition. C-ID:GEOG 111 *NR*

**GEOG 2**  
**CULTURAL GEOGRAPHY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Introduction to social and political elements of geography and a survey of major cultural patterns. *NR*

**GEOG 3**  
**WORLD REGIONAL**  
**GEOGRAPHY**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Introduction to the world's geographical regions and major countries with an emphasis on human cultural patterns and their evolution in diverse physical environments. *NR*

**GEOG 38**  
**CALIFORNIA GEOGRAPHY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

The natural and cultural environment of California with special emphasis on the effects of the climate, topography, resources and location upon the social, political and economic development of the state. *NR*

**GEOG 102**  
**GEOGRAPHY FIELD STUDIES**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

A lecture and laboratory field course to study the physical and cultural geography of Western North America. Thematic emphasis and course content will vary depending on location. *NR*

**GEOG 106**  
**FIELD STUDIES OF DESERT**  
**REGIONS**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**

*Transfers: CSU*  
 Studies the physical and cultural geography of California deserts. Thematic emphasis and course content will vary depending on location. *NR*

**GEOG 107**  
**FIELD STUDIES OF MOUNTAIN**  
**AREAS**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**

*Transfers: CSU*  
 Studies the physical and cultural geography of mountain areas of California. Thematic emphasis and course content will vary depending on location. *NR*

**GEOG 108**  
**FIELD STUDIES OF WESTERN**  
**NORTH AMERICA**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Transfers: CSU*  
 Studies the physical and cultural geography of Western North America. Thematic emphasis and course content will vary depending on location. *NR*

**GEOG 109**  
**FIELD STUDIES OF COASTAL**  
**REGIONS**  
**1 Unit; 0.5 hours lecture; 1.5**  
**hours lab**

*Transfers: CSU*  
 Studies the physical and cultural geography of coastal areas. Thematic emphasis and course content will vary depending on location. *NR*

**GEOG 110**  
**INTRODUCTION TO**  
**GEOGRAPHIC INFORMATION**  
**SYSTEMS (GIS)**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Transfers: CSU*  
 Study of Geographic Information Systems (GIS) science and its applications to spatial data management. Identification and acquisition of GIS data. Assessment of vector and raster systems, scale, resolution, map projection, coordinate systems, georeferencing and Global Positioning Systems (GPS). Spatial analysis and modeling with GIS. Also listed as GIS 110. Credit given in either area, not both. C-ID: GEOG 155  
*NR*

**GEOG 211**  
**INTERMEDIATE GEOGRAPHIC**  
**INFORMATION SYSTEMS (GIS)**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Prerequisite: GEOG/GIS 110*  
 Intermediate GIS course prepares students for advanced geographic analysis. Students will integrate geographic and spatial concepts into acquisition and creation of Geographic Information Systems (GIS), Global Positioning System (GPS) and varied data types, cartography, programming, and raster data. Laboratory exercises will allow students of various disciplines to explore the use of GIS in their fields. Also applicable to those already in the GIS field seeking additional skills. Also listed as GIS 211. Credit given in either area, not both. *NR*

## Geology

**GEOG 1**  
**INTRODUCTION TO PHYSICAL**  
**GEOLOGY**  
**4 Units; 3 hours lecture; 3 hours**  
**lab**

*Transfers: CSU, UC*  
 Integrated study of the principles of geology and the use of geologic clues to determine earth history. Emphasis will be placed on the composition of earth's crust and interior, plate tectonics, volcanism, earthquakes, mountain building, surface processes and natural resources such as minerals, fossil fuels, and water. Includes laboratory exercises in identifying common minerals and rocks, reading and interpreting aerial photos, topographic, and geologic maps. Field trips will supplement laboratory work. *NR*

**GEOG 2**  
**HISTORICAL GEOLOGY**  
**4 Units 3 hours lecture 3 hours**  
**lab**

*Transfers: CSU, UC*  
*Recommended Preparation: GEOL 1 or 20*  
 A study of the geological and biological evolution of the Earth. Includes an introduction to geologic time; relative and absolute dating methods; stratigraphic principles; the origin of the universe, solar system, atmosphere, oceans and life; plate tectonics; and the evolution of Earth's surface and development of organisms through geologic time. Required lab allows application of lecture content. Field trips may be required to fulfill the objectives of this course. *NR*

**GEOG 3**  
**GEOLOGY OF CALIFORNIA**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A study of California's geologic provinces and their direct affect on the human history of the state. How the San Andreas Fault system, other earthquake faults, volcanoes, mountain ranges, glacial valleys, and other geological features relate to and influence our life in this state. How our energy resources and recreation are directly related to the geology of the state. Field trips may be required to fulfill the objectives of this course. *NR*

**GEOG 4**  
**NATURAL DISASTERS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Examines how human evolution, society, culture, and even where we choose to work and live, are dictated by natural hazards. The entire time scale from formation of the universe to the present earth system will be considered. The physical processes causing earthquakes, volcanic eruptions, tsunamis, floods, windstorms, and asteroid impacts will be described, along with the role played by these random, rapid processes in the geological and biological evolution of the planet. *NR*

**GEOG 7**  
**WEATHER AND CLIMATE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey course in meteorology, emphasizing atmospheric composition and variability as well as interactions between atmosphere, oceans and continents to produce our weather. Includes the terminology and tools that meteorologists employ to observe, study, and predict storm systems, storm fronts, thunderstorms, tornadoes, and wind-driven ocean waves. Current topics such as air pollution and climate change will also be addressed. *NR*

**GEOL 20**  
**INTRODUCTION TO EARTH SCIENCE**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Introduces and brings together geology, oceanography, meteorology, and astronomy. Study of the universe, solar system, solid earth (rocks, minerals, plate tectonics, mountain-building, and earthquakes), oceans, shorelines, the atmosphere, and life, past and present. Field trips may be required to fulfill the objectives of this course. *NR*

**GEOL 21**  
**THE SOLAR SYSTEM**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A study of the origin and evolution of our solar system, from the beginning to the present, as deduced from sampling, remote sensing, exploration, imagery, and theory. We will discuss and compare composition; tectonics; volcanism; surface processes; and atmospheric and thermal evolution of earth, the moon, terrestrial, and Jovian planets and their satellites. Additional topics will include meteorite and comet impacts and the possible existence of life elsewhere in the solar system. Field trips may be required to fulfill the objectives of this course. Also listed as ASTR 21. Credit given in either area, not both. *NR*

**GEOL 23**  
**ENVIRONMENTAL GEOLOGY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

How the earth affects man and man affects the earth. Includes environmental studies into the problems related to earthquakes, volcanism, floods, landslides, the shoreline, energy resources and pollution. Principles of sound planning for human use of the planet earth. Field trips may be required to fulfill the objectives of this course. Also listed as ENV 23. Credit given in either area, not both. *NR*

**GEOL 170**  
**GFS: NATIONAL PARKS & MONUMENTS (WESTERN UNITED STATES)**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU*

Studies the origin, evolution, and geology of national parks and monuments of the Western United States. Thematic emphasis, course content, and national parks to be visited will vary. Students in geology and earth sciences are encouraged to enroll. *NR*

**GEOL 172**  
**GEOLOGY FIELD STUDIES: MOJAVE DESERT**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Studies the origin, evolution, and geology of the Mojave Desert and adjacent areas. Students in geology and earth sciences are encouraged to enroll. *NR*

**GEOL 173**  
**GEOLOGY FIELD STUDIES: DEATH VALLEY**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Studies the origin, evolution, and geology of Death Valley National Park and adjacent areas. Thematic emphasis and course content will vary. *NR*

**GEOL 174**  
**GEOLOGY FIELD STUDIES: EASTERN SIERRA REGION**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Studies the origin, evolution, and geology of Eastern Sierra region and adjacent areas. Thematic emphasis and course content will vary. *NR*

**GEOL 182**  
**GEOLOGY FIELD STUDIES: COAST RANGE-MORRO BAY**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Studies the origin, evolution, and geology of the Coast Range, Morro Bay, and adjacent areas. Thematic emphasis and content will vary. *NR*

**GEOL 183**  
**GEOLOGY FIELD STUDIES: ANZA-BORREGO DESERT**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Studies the origin, evolution, and geology of Anza-Borrego Desert Park and adjacent areas. Thematic emphasis and course content will vary. Students in geology and earth sciences are encouraged to enroll. *NR*

**GEOL 185**  
**GEOLOGY FIELD STUDIES: YOSEMITE**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**

*Transfers: CSU*

Studies the origin, evolution, and geology of Yosemite National Park and surrounding areas. Thematic emphasis and course focus varies seasonally. *NR*

## German

**GER 1**  
**ELEMENTARY GERMAN**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Corequisite: GER 901*

*Recommended Preparation:*

*College-level reading ability*

Designed to develop the fundamentals of communicative competence in colloquial German. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced as well as fundamental aspects of culture. Equivalent to two years high school German. *NR*

**GER 2**  
**ELEMENTARY GERMAN**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: GER 1 or two years*

*of high school German*

*Corequisite: GER 902*

Designed to further the fundamentals of communicative competence in daily spoken German. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**GER 3**  
**INTERMEDIATE GERMAN**  
**5 Units; 5 hours lecture**  
*Transfers: CSU, UC*  
*Prerequisite: GER 2 or three years of high school German*  
*Corequisite: GER 903*  
 Reviews the fundamentals with further study of the German language and culture. *NR*

**GER 4**  
**INTERMEDIATE GERMAN**  
**5 Units; 5 hours lecture**  
*Transfers: CSU, UC*  
*Prerequisite: GER 3 or four years of high school German*  
*Corequisite: GER 904*  
 Concentrates on the development of fluency in the skills needed to communicate in German. Further study of cultural topics. *NR*

**GER 200**  
**BEGINNING PRACTICAL GERMAN**  
**1 Unit; 1 hour lecture**  
 Introduces basic vocabulary including phonetics of German alphabet, pronunciation, simple sentence structure, spelling rules, common nouns, adjectives, and verbs. Includes simple tenses, subject-verb order, conjugation of verbs and declarative, imperative and interrogative sentence structure. Cultural aspects of Germany, Austria, and Switzerland are included. Develops grammar skills and pronunciation in preparation for Elementary German. *NR*

**GER 901**  
**GERMAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: GER 1*  
 Requires concurrent enrollment in German 1. Enhances and provides practice in skills learned in German 1 course. *NR*

**GER 902**  
**GERMAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: GER 2*  
 Requires concurrent enrollment in German 2. Enhances and provides practice in skills learned in German 2 course. *NR*

**GER 903**  
**GERMAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: GER 3*  
 Requires concurrent enrollment in German 3. Enhances and provides practice in skills learned in German 3 course. *NR*

**GER 904**  
**GERMAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: GER 4*  
 Requires concurrent enrollment in German 4. Enhances and provides practice in skills learned in German 4 language course. *NR*

## Graphic Communication

**GC 63**  
**INTRODUCTION TO SCREEN PRINTING**  
**3 Units; 2 hours lecture; 3 hours lab**  
*Transfers: CSU, UC*  
 Principles, basic methods and techniques of preparing handcut and photographic stencils, printing techniques, simple color separation, and equipment and material handling. Care, use, and safety precautions in operating and cleaning the silkscreen unit. Also listed as ART 63. Credit given in either area, not both. *NR*

**GC 101**  
**INTRODUCTION TO GRAPHIC COMMUNICATION**  
**3 Units; 2 hours lecture; 3 hours lab**  
*Transfers: CSU*  
 Designed to introduce the graphics major as well as the non-major to the broad field of graphic communications. Includes experience in design, press operations, and bindery, as well as hands-on-experience in each of the major printing processes, including offset lithography, letterpress, and screen printing. *NR*

**GC 106**  
**ADVANCED SCREEN PRINTING**  
**3 Units; 2 hours lecture; 3 hours lab**  
*Transfers: CSU*  
*Prerequisite: GC 63*  
*Recommended Preparation: GD 140, 147, 149, 154*  
 Advanced theory, methods and techniques of the screen printing process including both spot and process color separations, multiple color registration, screen construction and prep, alternative media and specialized ink systems. Emphasis placed on improving a student's basic printing technique to an advanced skill level. *NR*

**GC 195**  
**GRAPHICS STUDIO**  
**3 Units; 2 hours lecture; 3 hours lab**  
*Transfers: CSU*  
*Recommended Preparation: GC/ART 63 and GC 101*  
 For the advanced graphics student who requires actual production experience or additional training in a specific area. Skills will be enhanced by hands-on experience in the production of graphics in computer graphics, graphic communications, design or illustration/animation. *NR*

**GC 210**  
**LETTERPRESS**  
**3 Units; 2 hours lecture; 3 hours lab**  
 The traditional art of letterpress printing. Today many designers are returning to the craft of letterpress—printing from metal and wooden type and photopolymer plates—as a unique option to digital printing. Letterpress offers a tactile quality and nostalgic look that can't be achieved with any other printing technique. *NR*

## Graphic Design

**GD 1**  
**HISTORY OF ANIMATION**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*  
 A critical and historical survey of animation as a form of communication and cultural expression, from prehistoric origins to present digital formats. Animated works will be studied in relation to the culture and society in which they were created. Students will analyze and evaluate a large cross-section of animated works (formerly GD 155). *NR*

**GD 140**  
**BEGINNING GRAPHIC DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**  
*Transfers: CSU*  
 Introduction to fundamentals of design concepts that explore organization of visual elements for graphic communication. Studio work will include traditional and computer-generated assignments in layout and typography. Designed to convey current concepts in the graphic design field. Also listed as ART 140. Credit given in either area, not both. *NR*

**GD 141**  
**GRAPHIC RENDERING**  
**TECHNIQUES**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Exploration of two-dimensional media for producing graphics and illustrations. Projects encourage development of illustration skills for a variety of design applications. Recognition and choice of techniques for translating concepts into accurate and compelling renderings. Also listed as ART 141. Credit given in either area, not both. *NR*

**GD 142**  
**PACKAGE DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Introduction to traditional and computer-generated design and construction of three-dimensional packaging, including labels, overwraps, printed cartons, and point-of-purchase displays. Also listed as ART 142. Credit given in either area, not both. *NR*

**GD 144**  
**TYPOGRAPHY**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Basic principles of typography explored. Course is intended to provide the students with practical, formal, and communicative typographic skills. Instruction focuses on understanding the practical and analytical application of typography in graphic design and its critical evaluation. Emphasis is on developing strong typographic skills in students. Instruction focuses on problem solving and technical training while at the same time nurturing intuition and creativity. *NR*

**GD 145**  
**GRAPHIC ILLUSTRATION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Develop illustrations for advertising, informational, graphic, and editorial use. Design and apply illustrations with consideration for reproduction requirements. Illustrations will be done in line art, black and white, and limited and full color in select mediums. Also listed as ART 145. Credit given in either area, not both. *NR*

**GD 147**  
**INTRODUCTION TO COMPUTER GRAPHICS**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Introductory computer graphics course which covers many aspects of computer-generated art and graphics. The student will use Macintosh computers and Adobe Creative Suite to assist in creating art and graphics using many different software programs applicable today for use in graphics. *NR*

**GD 148**  
**DIGITAL GRAPHIC DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: GDI/ART 140 or GD 147*

Introductory course for students interested in graphic design and the computer as used in design. Students are familiarized with the basic principles of the Macintosh computer as it relates specifically to graphic design. The course uses a range of software for layout and design. *NR*

**GD 149**  
**DIGITAL ILLUSTRATION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Exploration of vector illustration software on the Macintosh computer. Work in black and white as well as color. Intended for those with experience in art and design. *NR*

**GD 150**  
**DIGITAL ANIMATION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: GDI/ART 141, GD 147, 149*

Introduction to Macintosh computer-based presentations of animation development as it relates to the design industry using Flash software. Computer-based presentations allow graphic designers, illustrators, and animators to breathe life into storyboards with sound and visual effects. *NR*

**GD 151**  
**DIGITAL LAYOUT AND DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

An introduction to layout design for print and web publishing that covers typography, layout theory, pre-press production methods and project management. Emphasizes practical development techniques to produce digital visual images efficiently. Software instruction uses industry standard design software. *NR*

**GD 154**  
**DIGITAL PRE-PRESS**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: GD 147 and 151*

Introductory course for students interested in the Macintosh computer's capability, along with digital printers, to input pre-press information including color separation. Study production techniques as they relate to the computer and its output devices. Scanning images for correct output DPI is covered. *NR*

**GD 160**  
**PROFESSIONAL PRACTICES FOR GRAPHIC DESIGNERS**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation: GD 140*

Learn the pragmatic essentials of working as a freelance graphic designer. Course topics address professional requirements and procedures to launch and maintain successful graphic design practice, including portfolio development, presentation techniques, client relationships, marketing, implementing an accounting system, and establishing a legal entity. *NR*

**GD 180**  
**GRAPHIC DESIGN CONCEPTS**  
**FOR MOBILE DEVICES**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
 GD 140

Introductory course for graphic designers interested in designing effective graphical interfaces for applications (apps) for smart phones and tablets. Emphasis will be placed on graphic design principles as they apply to designing user interfaces for mobile device apps. Industry standard software will be employed to develop basic applications that run on a variety of operating systems. *NR*

**GD 199**  
**DIGITAL ILLUSTRATION II**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Prerequisite: GD 149*

*Recommended Preparation:*  
 GD 200

Students will explore more advanced illustration techniques with a greater emphasis on multiple design components and more sophisticated visual concepts. Techniques and processes include digital drawing and painting projects that incorporate the use of vector and raster software programs. Professional applications of digital-based illustration will also be investigated. *NR*

**GD 200**  
**PHOTOSHOP SKILLS FOR**  
**GRAPHIC DESIGNERS**  
**3 Units; 2 hours lecture; 3 hours lab**

Designed to help graphic designers master professional studio techniques including custom typographic treatments and special photographic effects in Adobe Photoshop. Emphasizes technical proficiency and aesthetic judgment. Students will develop creative projects using a broad range of skills. *NR*

**GD 210**  
**MOTION GRAPHICS**  
**3 Units; 2 hours lecture; 3 hours lab**

Introduction to the tools and basic principles of creating motion graphics, the future of graphic design in the digital age. Today's graphic design is increasingly viewed on cell phones, computer monitors, and other digital video systems. Motion graphics is the new language of graphic design combining moving images and typography, special effects, and sound. In this introductory course the student will develop a command of Adobe After Effects software to produce impressive and effective motion graphics for advertising and informational uses. Planning, production, and the aesthetic issues of 2-D animation are covered. *NR*

**GD 240**  
**INTERMEDIATE GRAPHIC**  
**DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Recommended Preparation:*  
 GD 140

Study of design concepts to explore organization of visual elements to graphics. Studio work will include layout and production of designed formats (magazine ads, logos, TV storyboard, newspapers and ads) and conceptualization techniques in the graphic design field, as well as portfolio preparation. Also listed as ART 240. Credit given in either area, not both. *NR*

**GD 249**  
**BIOMEDICAL ILLUSTRATION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Recommended Preparation: GD 149 and 200*

Explore and create conceptualized illustrations and diagrammatic illustrations created to foster communication between scientist and author, teacher and student, or physician and patient. Create work that transforms complex information and data into images that explain, inform, and record scientific research and discoveries. Emphasizes the use of vector and raster illustration tools in the creation of instructive biomedical media. *NR*

## Health

**HLTH 1**  
**CONTEMPORARY HEALTH**  
**ISSUES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An exploration into traditional and holistic health topics as they affect the individual, family, community and society. General topics include mental health and stress reduction techniques, emotional wellness, and communication skills. Specific topics include; sexuality and intimate relationships, nutrition, weight management, fitness, aging, dying, narcotics, alcohol, tobacco, reproductive choices, infectious diseases, cardiovascular health, cancer, sleep, and alternative medicine. *NR*

**HLTH 2**  
**FIRST AID, CPR, AND**  
**AUTOMATED EXTERNAL**  
**DEFIBRILLATOR**  
**1.5 Units; 1.5 hours lecture**

*Transfers: CSU, UC*

Accident and injury prevention, CPR, AED and first aid for common injuries/illness. Successful completion qualifies a student for American Heart Association – Heartsaver – CPR, AED and First Aid certificate. *NR*

**HLTH 3**  
**WOMEN'S HEALTH ISSUES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An exploration of all health issues that affect the quality of women's daily lives. A special emphasis on women's issues, including sexuality, and intimate relationships, reproductive issues and PMS, communication skills, fitness concepts, nutrition, and food awareness, belief systems and emotional management, relaxation, visualization and stress reduction, and aging and dying. Also includes setting and attaining goals. *NR*



## Health Information Technology

### HIT 200 HEALTH INFORMATION SCIENCE

#### **3 Units; 3 hours lecture**

Introduction to the health information management profession, including health services organization and delivery methods; collection, maintenance, and analysis of health data; requirements and standards for health information; information systems; regulatory, licensure, and accreditation standards. Letter grade only. *NR*

### HIT 202 REIMBURSEMENT METHODOLOGIES

#### **2 Units; 2 hours lecture; 1 hour lab**

Explores health insurance billing and current payment methodologies in the various healthcare settings. Focuses on compliance with regulatory requirements and common reimbursement practices. Includes specific payment systems and how the information provided by health information management departments impacts the financial viability of health care organizations. Students will also learn how other payers and quality review organizations utilize data. *NR*

### HIT 203 ALTERNATIVE HEALTHCARE DELIVERY SYSTEMS

#### **2 Units; 2 hours lecture**

Examines the management of health information in the various delivery systems, other than the acute care hospital setting, including home health, hospice, behavioral health, ambulatory settings, long-term care, rehabilitation facilities, managed care, and correctional facilities. Focuses on the structure and content of the records, flow of information, regulations, accreditation requirements and reimbursement. *NR*

### HIT 204 PERFORMANCE IMPROVEMENT IN HEALTHCARE

#### **3 Units; 3 hours lecture**

An introduction to the quality management and performance improvement process in health care settings, and focuses on collecting, analyzing, and presenting data. The course covers introduction to quality management techniques and tools, patient safety, accreditation, utilization and risk management. Letter grade only. *NR*

### HIT 207 INFORMATION TECHNOLOGY/EHR IN HEALTHCARE

#### **3 Units; 3 hours lecture**

*Prerequisite: HIT 200*  
Information management technologies used in the management of health information; software applications; data and information file structures; querying databases; presentation and manipulation of data; data security and protection of health information; and information systems planning life-cycle. Letter grade only. *NR*

### HIT 209 MANAGEMENT OF RESOURCES IN HEALTHCARE

#### **3 Units; 3 hours lecture**

*Recommended Preparation: CIM 112*  
Management of human, financial, and physical resources in a Health Information Management (HIM) department including: leadership, training, teamwork, motivation, staffing and productivity, communication, performance review, process improvement, budgets, development of policies and procedures, goal setting, and cultural diversity. Letter grade only. *NR*

### HIT 212 REPORTING HEALTHCARE DATA

#### **2 Units; 2 hours lecture**

*Recommended Preparation: MATH 253*  
An introduction to statistics in healthcare, reporting of various types of healthcare data, and principles of medical research and planning. This course covers math review and the presentation of data. *NR*

### HIT 215 CPT/AMBULATORY CARE CODING

#### **3 Units; 3 hours lecture**

*Prerequisite: BIO 113*  
Addresses the utilization of CPT-4 and HCPCS codes for hospital outpatient, physician, and other ambulatory services. Analysis of medical documentation and application of guidelines for coders and health information professionals. Letter grade only. *NR*

### HIT 219 DIRECTED PRACTICE

#### **4 Units; 3 hours lecture; 3 hours lab**

*Prerequisite: HIT 215*  
*Limitation: (1) Physical examination and health clearance required (2) Background clearance required (3) Professional liability insurance required*  
Examines the structure, content, and utilization of Health Records, with emphasis on Health Information Management as it relates to the Health Information Department of an affiliated health care organization. The focus is on the organization, flow of information, functions of the health information department, and other associated departments. Letter grade only. *NR*

### HIT 220 ICD/PROCEDURE CODING

#### **2 Units; 2 hours lecture**

*Prerequisite: BIO 113*  
Designed to provide training in the process of building ICD procedure codes. Discusses the Index and Tables of the ICD procedure manual for assigning procedure codes. Prepares students to review the documentation in health records, support and identifies the procedure, determine the objective of the procedure, review the definition of the root operations that match the objective of the procedure, and select the appropriate value for body part, approach, devise, and qualifier from the procedural code table. Students will use encoders and groupers to assign ICD procedure codes. Letter grade only. *NR*

**HIT 221**  
**ICD/DIAGNOSTIC CODING**  
**3 Units; 3 hours lecture**

*Prerequisite: BIO 113*

Provides overview of the organization and format of the International Classification of Diseases, Clinical Modification (ICD), and the role of diagnostic coding in the Prospective Payment System. Provides instruction in diagnostic coding of health records by applying ICD guidelines. Students will use specialized software for the completion of the Health Information Management (HIM) processes with emphasis on encoders and groupers for diagnostic coding. Letter grade only. *NR*

## Health Science

**HSC 151**  
**INTRO TO THERAPY AND**  
**CAREER EXPLORATION OF**  
**REHABILITATION**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Designed to provide information and practical experience to students pursuing a career in physical therapy, occupational therapy, recreation therapy, adapted physical education, speech pathology or other health care fields that work with special populations. Also offered as KNEA 151. Credit given in either area, not both. *NR*

**HSC 152**  
**ADAPTED KINESIOLOGY**  
**ASSISTING**  
**1 Unit; 6 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
*KNEA 151/HSC 151*

Designed to provide practical experience and fundamental application of applied exercise for disabled students active in an adapted physical education program. Students have the opportunity to work with individuals with a variety of disabilities and medical conditions. Also offered as KNEA 152. Credit given in either area, not both. *NR*

**HSC 201**  
**MEDICAL TERMINOLOGY**  
**3 Units; 3 hours lecture**

Application and orientation to medical terminology, basic structure of medical terms and their components—roots, prefixes, suffixes and combining forms. Emphasizes analysis, meaning, spelling and pronunciation to building a medical vocabulary applicable to the specialties of medicine, major diseases and terms used on physical examination, diagnosis and treatment. Letter grade only. *NR*

**HSC 217**  
**CARDIAC DYSRHYTHMIAS**  
**2 Units; 2 hours lecture**

*Recommended Preparation:*

*N 172 or EMT 207 and 207C*

Emphasizes cardiac function, normal and abnormal heart rhythms, causes of dysrhythmias, and interpretation of monitoring equipment printouts. *NR*

**HSC 222**  
**BASIC LIFE SUPPORT/CPR FOR**  
**HEALTHCARE PROVIDERS**  
**0.75 Unit; 0.75 hours lecture**

Provides instruction, practice, and return demonstration of CPR and obstructed airway management techniques. This includes one- and two-rescuer resuscitation techniques for adults, children, and infants. Includes a brief review of basic anatomy and physiology of the circulatory and respiratory systems as they relate to high quality CPR and management of airway obstruction. Recognition and treatment of cardiopulmonary arrest and airway obstruction will be emphasized. Satisfactory completion of the course will provide an American Heart Association Healthcare Provider Basic Life Support course completion card. *NR*

**HSC 223**  
**BASIC LIFE SUPPORT/CPR FOR**  
**HEALTHCARE PROVIDERS**  
**RENEWAL**  
**0.25 Unit; 0.25 hours lecture**

*Limitation: Current American Heart Association Healthcare Provider course completion card*

Review and update of cardiopulmonary resuscitation principles and procedures for health care providers previously educated in one- and two-rescuer adult, child and infant resuscitation and foreign body airway obstruction management. Satisfactory completion of course provides American Heart Association Healthcare Provider course completion card. *NR*

**HSC 226**  
**ADVANCED CARDIAC LIFE**  
**SUPPORT**  
**2 Units; 2 hours lecture**

*Limitation: HSC 217*

*Recommended Preparation:*  
*Current BLS Healthcare Provider*

Provides healthcare students with critical assessment and management skills to treat adults with pre-arrest, cardiac arrest, and stroke. Provides information on team dynamics and communication, systems of care and immediate post-cardiac-arrest care. Also covers airway management and related pharmacology. Skills are taught in large and small group sessions and testing stations where case-based scenarios are presented. *NR*

**HSC 227**  
**PEDIATRIC ADVANCED LIFE**  
**SUPPORT**  
**2 Units; 2 hours lecture**

*Limitation: Current AHA BLS Healthcare Provider course completion card*

American Heart Association/American Academy of Pediatrics Pediatric Advanced Life Support (PALS) course for healthcare providers to develop proficiency in the knowledge and skill of advanced pediatric resuscitation and emergency care. Satisfactory completion of the course will provide an American Heart Association Pediatric Advanced Life Support Provider course completion card. *NR*

**HSC 228**  
**CALCULATIONS FOR**  
**MEDICATION**  
**ADMINISTRATION**  
**1 Unit; 1 hour lecture**

Basic concepts for problem-solving in administering drugs and solutions. Stresses equivalency and unit conversions. Uses dimensional analysis system for problem solving. *NR*

**HSC 233**  
**LEGAL AND ETHICAL ASPECTS**  
**OF HEALTH INFORMATION**  
**3 Units; 3 hours lecture**

Covers the legal and ethical issues pertaining to health care, health information, and the health record. Topics include: privacy, confidentiality, patient rights, security, release of information, informed consents, advance directives, compliance, fraud and abuse, tort law, medical malpractice, labor laws, HIPAA, ARRA, HITECH, and E-health. Letter grade only (formerly MA 222). *NR*

**HSC 244**  
**DISEASE PROCESSES FOR THE HEALTH SCIENCES**  
**3 Units; 3 hours lecture**

*Prerequisite: HSC 201*

A conceptual approach to the study of disease processes including common assessment strategies and treatments with an emphasis on the body's response to the disease process. Letter grade only. *NR*

**HSC 291**  
**MANAGEMENT OF AGGRESSIVE BEHAVIOR IN HEALTHCARE SETTINGS**  
**0.5 Unit; 0.5 hours lecture**

Created for individuals who work in healthcare settings and may be in close contact with verbally and physically aggressive individuals. The theory of recognition and prevention of the assaultive crisis will be discussed. Students will participate in exercises to learn how to diffuse aggressive client behaviors. Students will also participate in kinetic learning exercises used with physically aggressive clients in healthcare settings. *NR*

## Hebrew

**HEBR 1**  
**ELEMENTARY HEBREW**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Corequisite: HEBR 901*

*Recommended Preparation: College level reading ability*

Designed to develop the fundamentals of communicative competence in colloquial Hebrew. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Hebrew. *NR*

**HEBR 2**  
**ELEMENTARY HEBREW**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: HEBR 1 or two years of high school Hebrew*

*Corequisite: HEBR 902*

Designed to further the fundamentals of communicative competence in daily spoken Hebrew. Although the focus remains on listening, comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**HEBR 3**  
**INTERMEDIATE HEBREW**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: HEBR 2 or three*

*years of high school Hebrew*

*Corequisite: HEBR 903*

Intermediate level course focuses on fluency on reading, writing, speaking, and listening. Continues the study of Hebrew culture. *NR*

**HEBR 901**  
**HEBREW LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**

*Corequisite: HEBR 1*

Requires concurrent enrollment in Hebrew 1. Enhances and provides practice in skills learned in Hebrew 1 course. *NR*

**HEBR 902**  
**HEBREW LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**

*Corequisite: HEBR 2*

Requires concurrent enrollment in Hebrew 2. Enhances and provides practice in skills learned in Hebrew 2 course. *NR*

**HEBR 903**  
**HEBREW LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**

*Corequisite: HEBR 3*

Requires concurrent enrollment in Hebrew 3. Enhances and provides practice in skills learned in Hebrew 3 course. *NR*

## History

**HIST 4**  
**WORLD HISTORY TO 1750**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of major themes and events in world history from the earliest civilizations to 1750. Emphasis will be placed on the rise of ancient Egypt, Greece, and Rome; the early Indian, Chinese, Latin American, and African empires, and European expansionism and global encounters. *NR*

**HIST 5**  
**WORLD HISTORY FROM 1750**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of major themes and events in world history from 1750 to the present. Emphasis will be placed on the Atlantic slave trade and slavery in the Americas, late 18th and early 19th century political revolutions, the Industrial Revolution, imperialism and colonialism, and 20th Century nationalist movements and revolutions. *NR*

**HIST 7**  
**SOCIAL AND ECONOMIC HISTORY OF THE U.S. TO 1876**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Surveys the American social and economic experience from the colonial period through Reconstruction. Featured topics include colonization; westward expansion of Europeans; the interaction of Native American and European cultures; merchant and early industrial capitalism; motives for and consequences of independence from Great Britain; development and economic implications of federal government; slavery, indenture and free labor; immigration; conflict between the agrarian/republican and urban-industrial/federalist visions of America; military involvements, and conditions of private and family life. *NR*

**HIST 8**  
**SOCIAL AND ECONOMIC HISTORY OF THE U.S., 1877 TO THE PRESENT**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Surveys the American social and economic experience from Reconstruction to the present. Featured topics include the emergence of big business; labor and unionization; focus shifts from agriculture to manufacturing to services; government's role in regulating industry and taming business cycles; immigration and internal migrations; urbanization; gender roles and family structure; technological change; living conditions; the distribution of wealth; African American legal rights and economic realities; effects on Native Americans of U.S. expansion and federal oversight; economic globalization; overseas military actions, and new challenges to security and liberty. *NR*

**HIST 11**  
**PERSPECTIVES OF PEACE STUDIES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A comprehensive study of nonviolent philosophies and movements from the ancient world to the present, with particular emphasis on Mohandas Gandhi, Martin Luther King, Jr., and the movements they led. *NR*

**HIST 12  
REVOLUTIONS AND REVOLTS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Examine from a comparative perspective the origins, phases and results of selected revolutions throughout modern world history. Analyze how issues of gender, race, and class shaped these revolutions. *NR*

**HIST 15  
THE VIETNAM WAR**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A study of the Vietnam War, including an examination of how the United States became involved, how this war was waged, and reactions to the policy in the United States and within the international community. An analysis of the legacies of the Vietnam conflict will be covered as America confronts world problems today. *NR*

**HIST 16  
HISTORY OF THE UNITED STATES TO 1876**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

History of the United States from its colonial origins through the period of the Reconstruction, in terms of cultural, economic, political, and social developments as influenced by geographical and cultural expansions and sectional conflicts. *NR*

**HIST 17  
HISTORY OF THE UNITED STATES SINCE 1876**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Focuses on U.S. history from the Reconstruction period to the present, relating to such areas as Industrial Revolution, reform movements from the Progressives to the New Deal, overseas expansion, collective security in foreign affairs, and other foreign and domestic issues since World War II. *NR*

**HIST 19  
UNITED STATES SINCE 1945**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Survey of the United States and its world relationships following the close of World War II. Special emphasis will be given to the Cold War, American social ferment, the development of the Civil Rights Movement, and American foreign policy through the Persian Gulf War. *NR*

**HIST 20  
ETHNIC CULTURES OF THE UNITED STATES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A general overview of the sociological, psychological, and historical background of selected ethnic groups in the United States. Topics include social, political, and economic factors, as well as intergroup relationships, prejudice, discrimination, affirmative action, immigration, assimilation, and social change. Also listed as SOC 20. Credit given in either area, not both. *NR*

**HIST 21  
WOMEN IN UNITED STATES HISTORY: A MULTICULTURAL PERSPECTIVE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of U.S. women's history from the 18th century to the present. Focus will be placed on uncovering the similarities and differences in the historical experiences of women based on their class, racial, and ethnic identity. Concentration is on the changing roles of women in the family, community, labor force, and political system, and exploration of the evolution of gender roles and identities. *NR*

**HIST 22  
SURVEY OF UNITED STATES HISTORY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Survey of cultural, economic, political, and social aspects of the history of the United States from the colonial period to the present. *NR*

**HIST 27  
LATIN AMERICA: PRE-EUROPEAN TO INDEPENDENT NATIONHOOD**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of the heritage of Latin America from a cradle of civilization in the pre-European era to the beginning of nationhood. The emphasis will be on the political, economic, cultural, and social history of this period. The student will be introduced to pre-European America, the Iberian background, European conquest and dominance, the movements to end European dominance, and the creation of Latin America. *NR*

**HIST 28  
LATIN AMERICA: 1800 TO THE PRESENT**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of the political, economic, cultural, and social history of Latin America. Review the development of Latin American nations since independence from European conquest and occupation. Examines the relationship of Latin American nations with the rest of the world, with special emphasis on relations with nations of the Western Hemisphere. *NR*

**HIST 29  
FILM AND HISTORY IN LATIN AMERICA**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Students evaluate films on Latin America in the context of historical research on similar episodes or issues. Films will focus on the social and psychological consequences of colonialism, forced labor systems, religious beliefs, and "Modernization". *NR*

**HIST 30  
HISTORY OF MEXICO**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An exploration of the major historical processes and events in Mexican history from the pre-colonial era to the present. Emphasis will be placed on the economic, political, social, and cultural currents that have shaped the lives of the people of Mexico. *NR*

**HIST 32  
CALIFORNIA HISTORY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Survey of California history from the Pre-European era to the present, focusing on the economic, political and social factors that influenced the historical development of the state. Topics include early indigenous societies, the founding of the missions, the Mexican-American war, the Gold Rush, the Great Depression and World War II, and the Chicano Rights Movement. *NR*

**HIST 33**  
**HISTORY OF THE**  
**CHICANAS/OS**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Analyzes the principal developments in Chicana/o history from the 16th century to the present. Focus is on the manner in which Mexican cultural patterns have been retained or redefined by life in the United States, the impact of the Texas Revolution and the U.S.- Mexican War, the role of urbanization and immigration, regional variation within the Chicana/o community, and Chicana/o contributions to the development of American society. *NR*

**HIST 40**  
**HISTORY OF ENGLAND TO**  
**1688**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey of English history from the Roman conquest to the Glorious Revolution of 1688. Emphasis is placed on the Tudor and Stuart monarchies, especially the reigns of HeNRy VIII and Elizabeth I. *NR*

**HIST 41**  
**HISTORY OF ENGLAND SINCE**  
**1688**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey of English history from the Glorious Revolution to the present. Includes an overview of economic, political, social, cultural, and scientific developments from 1688 to the present. *NR*

**HIST 61**  
**HISTORY AND POLITICS OF**  
**RUSSIA: SOVIET PERIOD TO**  
**THE PRESENT**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Survey and evaluation of the Russian Revolution followed by an analysis of the major forces which shaped the Soviet Union's political, economic, and social systems. Course also includes the collapse of the Soviet Union and post-Soviet Russia. *NR*

**HIST 62**  
**EUROPEAN HISTORY TO 1650**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Survey of the historical developments of Europe from the Ancient Mediterranean to 1650. Includes an overview of the economic, political, social, cultural, and scientific developments from the emergence of the Greek Empire to the Thirty Years War. *NR*

**HIST 63**  
**EUROPEAN HISTORY SINCE**  
**1650**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Survey of the historical developments of Europe from the Age of Absolutism to the present. Includes an overview of political, social, cultural, and scientific developments from the era of 17th Century nation building to the present. *NR*

**HIST 70**  
**HISTORY OF ASIA TO 1800**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Survey of major social, religious, political, economic, and cultural traditions of Asia to 1800. Emphasis is placed upon the historical development of India, China, Japan, and Southeast Asia. *NR*

**HIST 71**  
**HISTORY OF ASIA SINCE 1800**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A continuation of History of Asia to 1800, with an emphasis on issues of modernization, adaptation, and cultural change since 1800. *NR*

**HIST 72**  
**HISTORY OF CHINA**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey of Chinese history from the foundations of Chinese culture to the present, focusing on the rise of rice-based agriculture, religion, philosophy, the dynastic system, contact with the West, industrialization, the establishment of the Communist state, and the transition to a capitalist economy. *NR*

**HIST 74**  
**HISTORY OF THE MIDDLE EAST**  
**TO 1800**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey of the cultural, economic, and political history of the Middle East from Ancient Era to 1800 C.E. with an emphasis on the rise, spread, and development of Islam. Explores how Islam developed out of earlier Middle Eastern societies and built upon those continuities, and examines the expansion and development of Islam and its interaction with pre-Islamic Middle Eastern societies and the West until 1800 C.E. *NR*

**HIST 75**  
**HISTORY OF THE MODERN**  
**MIDDLE EAST**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey of the history of the Middle East from 1800 to the present, with emphasis on the problems of developing Middle Eastern nations, the Arab-Israeli conflicts, and the political and economic implications of Middle Eastern oil. Includes a brief introduction to Islamic religious institutions, focusing on the importance of these institutions to contemporary global politics. *NR*

**HIST 80**  
**INTRODUCTION TO**  
**CONTEMPORARY AFRICA**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey of African history from ancient Egypt to the present. Focus will be on the nature of early African empires and societies, the impact of the slave trade, responses to imperial conquest and colonial rule, the rise of nationalist movements and the regaining of political independence, and the contemporary challenges facing postcolonial African states and peoples. Also listed as PS 80. Credit given in either area, not both. *NR*

**HIST 81**  
**AFRICAN AMERICAN HISTORY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 A survey of the history of peoples of African descent in the United States from colonial times to the present. Emphasis will be placed on struggles over the construction of race and identity, slavery and emancipation, the meanings of freedom and democracy, the Civil Rights and Black Power movements' philosophies and strategies for achieving full citizenship, and the persistence of inequality in the contemporary period. *NR*

## Horticulture

### HORT 7 INTRODUCTION TO LANDSCAPE DESIGN 3 Units; 2 hours lecture; 3 hours lab

*Transfers: CSU, UC*

Fundamentals of landscape design as applied to residential landscape projects, study of materials used in landscape development, site analysis, problems of design, fundamentals of plant selection, and introduction to graphic presentations. Field trips may be required to fulfill the objectives of this course. *NR*

### HORT 10 PLANT MATERIALS – HERBACEOUS PLANTS 3 Units; 3 hours lecture

*Transfers: CSU, UC*

An introductory course in landscape plants and identification. Includes plants used as ground covers, bedding plants, vines and small shrubs. Growth habits and cultural requirements will be studied. Field trips may be required to fulfill the objectives of this course. *NR*

### HORT 11 PLANT MATERIALS – TREES AND SHRUBS 3 Units; 3 hours lecture

*Transfers: CSU, UC*

An introductory course in landscape trees and shrubs identification. Growth characteristics and cultural requirements will be studied. Field trips may be required to fulfill the objectives of this course. *NR*

### HORT 20 INTRODUCTION TO HORTICULTURAL SCIENCE 4 Units; 3 hours lecture; 3 hours lab

*Transfers: CSU, UC*

An introductory course in ornamental horticulture, with scientific emphasis and assessment through lab tasks, including plant structure, growth and development, pest management, soils, fertilization, propagation, pruning, diseases, planting methods, greenhouse management, and landscape design principles will be studied. Includes extensive hands-on lab tasks. Field trips/observations may be required to fulfill the objectives of this course. *NR*

### HORT 106 LANDSCAPE CAD: AUTOCAD FUNDAMENTALS 3 Units; 2 hours lecture; 3 hours lab

*Transfers: CSU*

Introduction to the use of computer-aided drawing and drafting (CADD) applications in landscape design; covers applications in computer mapping and graphics, planting design, and landscape development according to industry standards. *NR*

### HORT 109 INTRODUCTION TO PLANTING DESIGN 3 Units; 3 hours lecture

*Transfers: CSU*

Introduction to the elements and principles of planting design. Emphasis is given to organizing and applying plant material to design problems using accepted ecological, functional, and aesthetic standards. Field trips may be required to fulfill the objectives of this course. *NR*

### HORT 112 PLANT PROPAGATION 3 Units; 2 hours lecture; 3 hours lab

*Transfers: CSU*

Theory and practices of plant propagation, including seeds, cuttings, division, tissue culture, layering, budding, and grafting. Study will include propagation structures, plant growth regulators and environmental factors regulating plant growth and development. Field trips may be required to fulfill the objectives of this course. *NR*

### HORT 113 SOILS AND FERTILIZERS 3 Units; 2 hours lecture; 3 hours lab

*Transfers: CSU*

Soil development, texture, aeration, structure, cation exchange and other physical and chemical properties will be studied. Characteristics, uses, and methods of application of fertilizers and soil amendments in practical applications are presented. *NR*

### HORT 115 HISTORY OF LANDSCAPE DESIGN: ANCIENT THROUGH 19TH CENTURY 3 Units; 3 hours lecture

*Transfers: CSU*

A study of landscape design from its beginnings to the 19th Century, emphasizing Italian, French Renaissance, English, Islamic, and American gardens. Field trips may be required to fulfill the objectives of this course. *NR*

### HORT 116 IRRIGATION DESIGN FUNDAMENTALS 3 Units; 3 hours lecture

*Transfers: CSU*

An introductory irrigation-systems course covering landscape, system design, installation, maintenance and repair. Emphasizes water conservation principles and practices. *NR*

### HORT 120 INTEGRATED PEST MANAGEMENT 4 Units; 3.5 hours lecture; 1.5 hours lab

*Transfers: CSU*

Pest recognition and the methods of environmentally acceptable control in the landscape, nursery, and home will be studied. Insects, spider mites, weeds, fungi, bacteria, viruses, nematodes, and vertebrates are included. *NR*

### HORT 130 HARDSCAPE AND CONSTRUCTION MATERIALS FUNDAMENTALS 1.5 Units; 1 hour lecture; 2 hours lab

*Transfers: CSU*

Introduces students to the materials used in the development of ornamental hardscapes in the field of landscape design. These materials include soils, stone, wood, brick, paving materials, fencing, plastics and drainage materials. Design considerations in the use of these materials and the laws and regulations that apply are also covered. *NR*

**HORT 138**  
**THE SUSTAINABLE LANDSCAPE**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*  
 Introduces fundamentals of sustainable landscape design, including water conservation, such as Rain Water Recovery System, and chemical use reduction. Teaches basic sustainable landscape design concepts and application techniques with hands-on exercises. Enhances understanding of sustainable landscape maintenance with proper plant care, propagation, pest control, fertilization and pruning. *NR*

**HORT 139**  
**CONTEMPORARY LANDSCAPE DESIGN TRENDS**  
**3 Units; 3 hours lecture**

*Transfers: CSU*  
 Students explore current design trends with ever-changing technologies and globalization. Learn how current landscape design is performed by case-studying successful landscape design projects in 21st century. *NR*

**HORT 140**  
**LANDSCAPE MANAGEMENT AND CONSTRUCTION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*  
 Introduces concepts critical to landscape construction. Includes how to build a landscape design with practical implementation. Supervision of construction crews so the design is implemented correctly. *NR*

**HORT 141**  
**HARDSCAPE AND CONSTRUCTION DETAILS WITH CAD**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU*  
*Recommended Preparation: HORT 130*  
 Introduces students to CAD applications for landscape construction details relative to hardscapes. *NR*

**HORT 142**  
**INTRODUCTION TO DESIGN TECHNOLOGY**  
**1 Unit; 1 hour lecture**

*Transfers: CSU*  
 Provides an overview of multiple computer applications for landscape design. Projects are explored for the most efficient design workflow. Integrates multiple computer applications for landscape design tasks. *NR*

**HORT 143**  
**LANDSCAPE CAD MANAGEMENT WITH DESIGN PROJECTS**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*  
*Prerequisite: HORT 106*  
 The complexity of CAD drawing management with multiple drawing files in the same design project is explored. Manage a group of CAD drawings by working and creating multiple CAD files for the class projects. *NR*

**HORT 144**  
**LICENSURE FOR THE LANDSCAPE CONTRACTOR**  
**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*  
 Prepares student for the California Landscape Contractor's License Exam. *NR*

**HORT 145**  
**PLANTING DESIGN WITH NATIVE PLANTS**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*  
 Addresses the importance of sustainable planting design, especially for water conservation. Create landscape designs with aesthetics, function, and minimal impact on the surrounding ecosystem. *NR*

**HORT 146**  
**LANDSCAPE DESIGN PORTFOLIO DEVELOPMENT**  
**0.5 Unit; 1.5 hours lab**

*Transfers: CSU*  
 Identifies the different styles of portfolios and develop the most suitable format for your own work examples. Culminates with the creation of a well-designed portfolio for a competitive advantage. *NR*

**HORT 166**  
**ORNAMENTAL NATIVE PLANTS IDENTIFICATION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*  
 Studies California native plants suitable for landscape use. Emphasizes the identification of plants, cultural requirements for their use in the landscape, and the ecology of the plants in nature. Special attention will be placed on solving landscape problems using native and other drought-tolerant plants. Field trips may be required. *NR*

**HORT 201**  
**PROFESSIONAL PRACTICES IN DESIGN PROFESSIONS**  
**3 Units; 3 hours lecture**

*Recommended Preparation: HORT 7, 109*  
 Exploration of all non-design aspects in practicing design professions, such as marketing, contracts, budgeting and financing, legal issues and project management. Examines what professionals should know in a business. Provides in-person exposure to law and finance by hosting guest lecture series with industry experts. *NR*

**HORT 216**  
**IRRIGATION PLANS AND DETAILS WITH CAD**  
**3 Units; 2 hours lecture; 3 hours lab**

*Prerequisite: HORT 116*  
 Includes design and management of irrigation systems on a larger and more complex level than a simple residential setting. Large estate sized properties, athletic fields, golf courses, parks and other such commercial or public settings will be covered. Emphasis on the principles and practices of hydrostatic problems and methods of large scale irrigation design will be applied to the complex systems, as well as drip irrigation and other methods of irrigation. *NR*

## Human Services

**HS 37**  
**INTRODUCTION TO CRIMINOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
 Theories of historical, social, cultural, genetic, psychological, economic, and political causative factors related to crime are covered. Emphasizes the origin of law, its relationship to society, the organization and functions of law, and the role of law to prevent future criminal behaviors. Focus is placed on the most relevant crimes within our society. *NR*

**HS 100  
INTRODUCTION TO HUMAN SERVICES**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: ENG 300*

An introduction to the Human Services profession. Explores historical and contemporary perspectives of problems in living and the Human Services field. Examines models of helping and related values, skills, and roles of the Human Services professional. Studies the broad definition of the profession of Human Services. *NR*

**HS 110  
FIELD INSTRUCTION AND SEMINAR I**

**3.5 Units; 1.5 hours lecture; 6 hours lab**

*Transfers: CSU*

*Prerequisite: HS 100 and 120 and 140 and 170 and 285, with a "C" or better.*

Provides supervised field-instruction experience in approved community agencies that serve clients in the field of Human Services. Focus is on beginning development and use of helping skills, client record documentation and service coordination. Self-awareness and beginning professional growth are also emphasized. *NR*

**HS 112  
CONFLICT RESOLUTION/MEDIATION**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: ENG 300*

Examines and introduces principles of non-violent, non-litigious conflict management skills with an emphasis on theory and the practice of conflict resolution and mediation. Designed to train individuals to be effective in resolving conflicts and engage mediation techniques in a broad context, from interpersonal relationships to working with individuals, groups, and staff in the workplace to dealing with interpersonal conflicts in alcohol and drug treatment settings, mental health settings, community-based correctional settings, educational and workplace settings and other human services milieus. Skills applicable for interpersonal development. *NR*

**HS 119  
INTRODUCTION TO CRIMINAL JUSTICE SYSTEM**

**3 Units; 3 hours lecture**

*Transfers: CSU*

A broad overview of the American criminal justice system. Deals with the examination of criminals, victims, and the society in which they live. Emphasis is given to the criminal justice process, law enforcement, adjudication, post-conviction strategies, and juvenile justice. Also examines the entire spectrum of criminal justice and its components, from crime causation and police involvement to the trial process and corrections. *NR*

**HS 120  
HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Examines the forces and experiences that shape human development throughout the life course. Explores the role of human services in optimizing human development within the context of the social environment. *NR*

**HS 128  
COMMUNITY-BASED CORRECTIONS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

A highly interactive exploration of the front-line work in community-based corrections, halfway houses, parole and probation supervision, diversion, youth advocacy, and community programs. Includes both a state and local perspective on functions, successes and limitations in community-based corrections. *NR*

**HS 131  
MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Focuses on the major cultural, historical, and societal themes in the US and highlights the competencies needed to address and work effectively with people from various ethnic, racial, and religious groups. Examines the knowledge, skills, and attitudes needed for the treatment provider to understand the full context of a client's sociocultural environment and examines those that have been disadvantaged or excluded from mainstream US society. Includes those with co-occurring disorders. Students actively seek understanding across differences, and focus on psychoeducation in subject areas that serve the goals of treatment and rehabilitation. *NR*

**HS 140  
GROUP LEADERSHIP AND GROUP PROCESS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

An introduction to group dynamics and group leadership within the context of the helping professions. Focuses on group development, interpersonal processes, and group facilitation skills. Concepts related to professional and ethical standards of group leadership are integrated. Application of course concepts occurs through experiential learning opportunities. Letter grade only. *NR*

**HS 150  
FIELD INSTRUCTION AND SEMINAR II**

**3.5 Units; 1.5 hours lecture; 6 hours lab**

*Transfers: CSU*

*Prerequisite: HS 110*

Provides continued supervised field-instruction experience in approved human services community agencies. Students increase development of helping skills, client record documentation and service coordination. Emphasizes increased integration of concepts from human services theory courses. *NR*



**HS 170**  
**ALCOHOL AND OTHER DRUGS**  
**IN OUR SOCIETY**

**3 Units; 3 hours lecture**

*Transfers: CSU*

An historical and sociological perspective on the use, abuse and social control of psychoactive drugs. Includes overviews of the biopsychosocial nature of addiction; the impact of addiction on families and society; contemporary treatment and prevention approaches; and the addiction counseling profession. *NR*

**HS 171**  
**SUBSTANCE ABUSE:**  
**INTERVENTION, TREATMENT**  
**AND RECOVERY**

**3 Units; 3 hours lecture**

*Transfers: CSU*

The assessment, intervention and treatment of substance-related disorders are explored from an interdisciplinary perspective. Students learn to tailor helping strategies and treatment modalities to the client's stage of change, development, and recovery. Challenges students to examine their existing ideas about treatment and recovery from substance related disorder. Provider approved by the California Board of Registered Nursing, Provider Number CEP60. *NR*

**HS 172**  
**PHYSIOLOGICAL EFFECTS AND**  
**PHARMACOLOGY OF**  
**ALCOHOL AND DRUGS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: PSYC 37*

Examines the physiological, psychological, and behavioral effects of drug and alcohol addiction. Pharmacologic management, metabolic, neurological processes, and drug use during the perinatal period are included. Analyzes the effects on human development, the syndromes of withdrawal, abstinence, synergistic effects, risk factors and integrates multidisciplinary treatment considerations. *NR*

**HS 174**  
**CASE ADMINISTRATION, CRISIS**  
**INTERVENTION AND REFERRAL**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Introduces basic case administration skills. Includes crisis intervention, treatment planning, securing resources for clients, record documentation, screening, data collection, implementation, and aftercare. Emphasizes care of clients with substance-related and other mental disorders. *NR*

**HS 175**  
**SUBSTANCE ABUSE**  
**EDUCATION, PREVENTION,**  
**AND INTERVENTION**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Reviews the history, theories, models, and state-of-the-art approaches to substance abuse education, prevention, and intervention. Provides experiential learning which will enable the students to explore and examine their own values and behaviors as they relate to the use and abuse of alcohol and other drugs. Public policies, media-information dissemination, ethnic and cultural-specific approaches, environmental risk reduction, harm reduction, and healthy alternatives to substance abuse will be presented and discussed. *NR*

**HS 176**  
**CO-OCCURRING DISORDERS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: HS 172*

An introduction to the assessment process for the presence of co-occurring mental disorders and substance misuse disorders. Explores the relationship of these disorders including an introduction to the Diagnostic and Statistical Manual of Mental Disorders; emphasizes the development of concurrent integrated treatment strategies, and the skills required of professionals who interact with clients with co-occurring disorders or dual diagnosis. *NR*

**HS 177**  
**FAMILY DYNAMICS OF**  
**ADDICTION AND ABUSE**

**3 Units; 3 hours lecture**

*Transfers: CSU*

A multifaceted study of violence, abuse, and addiction within the family and social system including abusive acts towards children, significant others, cohabiting relationships, elderly, and special populations. Examines the social and historical contexts of abuse, the relationship of chemical dependency, and the application of models and theories related to working with abused persons, victims of violence, intervention, treatment, legal and ethical considerations surrounding abuse. *NR*

**HS 181**  
**INTRODUCTION TO EATING**  
**DISORDERS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Introduces students to the history, symptomatology, treatment and resources for anorexia nervosa, bulimia nervosa, binge eating disorder, and other eating disorders. Includes gender, sexual identity and abuse, obesity, cultural differences, societal attitudes, and the addiction cycle. The biological, psychoanalytic, cognitive-behavioral, feminist, family systems, and other theoretical perspectives will be examined. *NR*

**HS 182**  
**SUBSTANCE ABUSE**  
**TREATMENT IN CHILDREN AND**  
**ADOLESCENTS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation:*

*HS 120, PSYC 7*

Explores current treatment trends in substance use and abuse in children and adolescents. Focuses on the continuum of behaviors from first use, to escalation, to more frequent use, leading to a substance related clinical disorder. Intervention, treatment, and recovery strategies for these specialized groups are included. *NR*

**HS 184  
MEDICAL ASPECTS OF EATING  
DISORDERS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation:  
HS 181*

Identifies classification, epidemiology, etiology, and physiology of obesity, anorexia, bulimia and binge eating disorder. The contemporary methods of assessment, treatment, and complications of obesity, anorexia, bulimia and binge eating disorder are to be examined. *NR*

**HS 185  
THE BACKGROUND AND  
TREATMENT OF EATING  
DISORDERS**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation:  
HS 181*

Addresses the assessment and treatment of eating disorders in various treatment settings (inpatient, day treatment, outpatient), and the use of community support systems. The student will develop a philosophy regarding etiology and treatment for eating disorder clients. The end goal is for the student to understand the complexity and variety of eating disorder treatment approaches. *NR*

**HS 187  
JUVENILE VIOLENCE, GANGS,  
AND VICTIMIZATION**

**3 Units; 3 hours lecture**

*Transfers: CSU*

Reviews the history of juvenile violence in the United States to its present day escalation. Theories of causative factors related to genetics, social-cultural transmission, psychology, behavior, parricide and substance abuse will be presented and assessed. The role of the juvenile justice system, gang cultures, and victimization will be examined. Addresses pragmatic solutions for lowering juvenile violence. *NR*

**HS 220  
BENEFITS AND ENTITLEMENT**

**3 Units; 3 hours lecture**

Comprehensive approach to obtaining and maintaining federal, state and regional public income and healthcare coverage for the disabled, elderly and low income individuals and families. Benefits include California State Disability Insurance, Social Security's Supplemental Income (SSI) and Social Security Disability Insurance (SSDI), Medicare and Medi-Cal comprehensive approach to obtaining and maintaining federal, state and regional public income and healthcare coverage for the disabled, elderly and low income individuals and families. Benefits include but are not limited to California State Disability Insurance, Social Security's Supplemental Income (SSI) and Social Security Disability Insurance (SSDI), Medicare and Medi-Cal. This course covers work incentives and employment supportive services. Letter grade only. *NR*

**HS 285  
ETHICAL ISSUES/CLIENTS'  
RIGHTS**

**3 Units; 3 hours lecture**

An introductory course focusing on ethical and legal standards and requirements of the human services (HS) profession. Emphasizes the relationship of values in the role of the HS professional, and includes the areas of practice, training, supervision, and consultation. Examines various professional ethical standards and codes of conduct. *NR*

## Humanities

**HUM 1  
INTRODUCTION TO  
HUMANITIES**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
Eligibility for ENG 1A*

Introduces representative models of human achievement throughout history, with emphasis on an evolving consciousness of moral and aesthetic values associated with the Western mind. It focuses on selected literary and philosophical works as they reflect these values, and on parallel achievements in the visual arts, theater, and music. The course examines the relationship between the work and its author in its historical and cultural context, while distinguishing its purpose, its contemporary impact, and its current significance. *NR*

**HUM 2  
ORIGINS OF WESTERN  
CULTURE IN LITERATURE**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
ENG 200*

Investigates the beginnings of Western culture from the time of Homer (c. 9th century B.C.) through the Roman period. The genesis of the Western conceptions of human nature, political theory, ethical notions, religion and art will be elaborated. The literary forms of Classical antiquity will be surveyed, including the Homeric epic, the Greek tragedy, and the comedy. The themes of the Classical authors will form many of the themes of the course, such as man and nature, man's rights within society, reason and feeling, scientific knowledge and mystical insight, and the nature and basis of moral values. *NR*

**HUM 3  
THE CULTURE OF MEDIEVAL  
AND RENAISSANCE EUROPE**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
Eligibility for ENG 1A*

Identifies and studies characteristically Medieval and Renaissance ideas and feelings about a variety of important human experiences as represented across a broad spectrum of the fine arts, philosophy and history. Among the themes to be studied are: the supernatural and the natural, the individual and the state, codes of personal conduct (chivalry and courtesy), the quest for new knowledge, the rise of the secular, and the emergence of a pluralistic universe. The transition from medieval to Renaissance consciousness will be emphasized. *NR*

**HUM 10A  
CULTURE, SCIENCE, AND  
SOCIETY I**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for ENG  
1A*

The first course in a cross-disciplinary Honors sequence organized around a single theme or topic. Designed to explore the continuity of cultural traditions through a study of major works of history, literature, philosophy, social thought, fine arts, and the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course is open to all students but required of every Honors Program student. *NR*

**HUM 10B  
CULTURE, SCIENCE, AND  
SOCIETY II**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for  
ENG 1A*

The second course in a cross-disciplinary Honors sequence organized around a single theme or topic. Designed to explore the continuity of cultural traditions through a study of major works of history, literature, philosophy, social thought, fine arts, and the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course is open to all students but required of every Honors Program student. *NR*

**HUM 21  
THE SEARCH FOR MEANING:  
IDEAS OF SELF ACROSS  
CULTURES**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
Eligibility for ENG 1A*

Explores the notions of self and the changing faces of human nature as they shape and are shaped by prevailing social systems and cultural patterns across the world. Compares a variety of fictional and historical figures ranging from the Homeric hero to the Confucian aristocrat, from Joan of Arc to Sojourner Truth, in an attempt to shed light on our own struggle to understand who we are, and how we know who we are, in the contemporary scene. Draws upon the perspectives of disciplines such as history, science, philosophy, literature, and the arts. *NR*

**HUM 22  
GODS, CLOCKS, AND VISIONS**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
Eligibility for ENG 1A*

An examination of connections between religion, science and the arts in the growth of humanity. Views from many academic fields will provide an enriched perspective of the transition from prehistoric and primitive cultures to the expanded horizons of the 20th century knowledge and belief. Significant concepts, themes and individuals are chosen to represent changing times and places. *NR*

**HUM 25  
PLANET EARTH:  
CONTEMPORARY ISSUES AND  
CONTROVERSIES**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:  
Eligibility for ENG 1A*

An examination of issues confronting humanity on a global scale at present and into the foreseeable future. Social, educational, biological, economic, political and other contemporary perspectives will be treated. Topics include population growth, food supplies, energy and resources, terrorism and world order, racism and sexism, international affairs; and individual issues such as sex roles, power and powerlessness, individual life cycles, and psychology and metaphysics. *NR*

**HUM 30AH  
HONORS CULTURE, SCIENCE,  
SOCIETY D: WAR I**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for  
ENG 1A*

*Recommended Preparation:  
Eligibility for ENG 1B*

Cross-disciplinary Honors seminar designed to focus on ways in which people have represented, rationalized, propagandized, memorialized, evaluated, or understood, for themselves or others, the human activity of war until the modern era through a study of major works of history, literature, philosophy, social thought, fine arts, or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course follows the current U.C. Irvine Humanities Core Course and is open to all students. *NR*

**HUM 30BH  
HONORS CULTURE, SCIENCE,  
SOCIETY B: POWER,  
RESISTANCE, EMPIRE**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for  
ENG 1A*

*Recommended Preparation:  
Eligibility for English 1B*

Cross-disciplinary Honors seminar designed to focus on European colonialism and indigenous resistance to empire-building through a study of major works of history, literature, philosophy, social thought, fine arts, or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course is open to all students. *NR*

**HUM 30CH  
HONORS CULTURE, SCIENCE,  
SOCIETY C: NATURE &  
POLITICS I**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for  
ENG 1A*

*Recommended Preparation:  
Eligibility for English 1B*

Cross-disciplinary Honors seminar designed to focus on the development of political and natural philosophy into political science and modern science in Ancient Greece and the Italian Renaissance, through a study of major works of history, literature, philosophy, social thought, fine arts, or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course is open to all students. *NR*

**HUM 31AH  
HONORS CULTURE, SCIENCE,  
SOCIETY D: WAR II**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for  
ENG 1A*

*Recommended Preparation:  
Eligibility for ENG 1B*

Cross-disciplinary Honors seminar designed to focus on ways in which people have represented, rationalized, propagandized, memorialized, evaluated, or understood, for themselves or others, the human activity of war in the 20th and 21st centuries through a study of major works of history, literature, philosophy, social thought, fine arts, or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course follows the current U.C. Irvine Humanities Core Course and is open to all students. *NR*

**HUM 31BH  
HONORS CULTURE, SCIENCE,  
SOCIETY B: TRANSFORMATION  
OF EMPIRE**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for  
ENG 1A*

*Recommended Preparation:  
Eligibility for ENG 1B*

Cross-disciplinary Honors seminar designed to focus on the transformation of European empire into the post-colonial world through a study of major works of history, literature, philosophy, social thought, fine arts, or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course is open to all students. *NR*

**HUM 31CH  
HONORS CULTURE, SCIENCE,  
SOCIETY C: NATURE &  
POLITICS II**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for  
ENG 1A*

*Recommended Preparation:  
Eligibility for ENG 1B*

Cross-disciplinary Honors seminar designed to focus on natural and social sciences and their political impacts since 1800 through a study of major works of history, literature, philosophy, social thought, fine arts, or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines. This course is open to all students. *NR*

## Insurance Billing

**INSR 200  
ADVANCED CODING AND  
CERTIFICATION PREPARATION**

**3 Units; 3 hours lecture**

*Recommended Preparation:  
MA 224A, MA 226A, and  
MA 228A*

Advanced medical coding prepares students for certification as a Certified Procedural Coder (CPC) through the American Academy of Professional Coders (AAPC). Students will develop in-depth understanding of physician-based medical coding using critical thinking skills to abstract the pertinent information from documents, select the right codes, and determine the correct sequence of the codes using International Classification of Disease (ICD) and Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS). Letter grade only. *NR*

## Intercollegiate Athletics

**IA 1**

**MEN'S FOOTBALL**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

*Recommended Preparation:  
Previously competed at the  
high school, community  
college, or 4-year college in  
interscholastic or  
intercollegiate football.*

Student athletes will train and participate in Intercollegiate Football. *R-E-3*

**IA 2**

**MEN'S BASKETBALL**

**1.5 Units; 5 hours lab**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to train and participate in Intercollegiate Men's Basketball. The 1.5 unit/5 hours lab will be scheduled spring semester only and the 3 unit/10 hours lab will be scheduled fall semester only. *R-E-3*

**IA 3**

**MEN'S BASEBALL**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to train and participate in Intercollegiate Baseball. *R-E-3*

**IA 4**

**MEN'S TRACK AND FIELD**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to prepare for competitive participation in Intercollegiate Men's Track and Field. *R-E-3*

**IA 5**

**MEN'S CROSS COUNTRY**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to train and participate in Intercollegiate Men's Cross Country. *R-E-3*

**IA 6**

**MEN'S GOLF**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to train and participate in Intercollegiate Men's Golf. *R-E-3*

**IA 7**

**MEN'S WATER POLO**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to train and participate in Intercollegiate Men's Water Polo. *R-E-3*

**IA 8**

**MEN'S SWIMMING AND  
DIVING**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to train and participate in Intercollegiate Men's Swimming and Diving. *R-E-3*

**IA 9**

**MEN'S TENNIS**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

*Recommended Preparation:  
Previously competed at high  
school, community college, 4  
year college, or adult advanced  
tennis level.*

Student athletes will train and prepare for Intercollegiate Men's Tennis competition. *R-E-3*

**IA 10**

**WOMEN'S VOLLEYBALL**

**3 Units; 10 hours lab**

*Transfers: CSU, UC*

*Limitation: Physical examination  
and be declared fit for athletics  
by a medical doctor (MD)*

Provides an opportunity for students to train and participate in Intercollegiate Women's Volleyball. *R-E-3*

**IA 11****WOMEN'S SOFTBALL****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Softball. *R-E-3***IA 12****WOMEN'S BASKETBALL****1.5 Units; 5 hours lab****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Basketball. The 1.5 unit/5 hours lab will be scheduled spring semester only and the 3 unit/10 hours lab will be scheduled fall semester only. *R-E-3***IA 13****WOMEN'S TENNIS****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Tennis. *R-E-3***IA 14****WOMEN'S SWIMMING AND DIVING****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Swimming and Diving. *R-E-3***IA 16****WOMEN'S TRACK AND FIELD****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Track and Field. *R-E-3***IA 17****WOMEN'S CROSS COUNTRY****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Cross Country. *R-E-3***IA 18****WOMEN'S WATER POLO****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Water Polo. *R-E-3***IA 19****WOMEN'S GOLF****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Golf. *R-E-3***IA 20****WOMEN'S SPORTS OFF SEASON TRAINING****0.5 Unit; 2.5 hours lab****1.5 Units; 5 hours lab****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)**Recommended Preparation:**Previously competed at the high school, competitive club level, community college, or 4 year college in interscholastic or intercollegiate athletics.*Off season training designed for women's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance (formerly IA 115). *R-E-3***IA 21****WOMEN'S SOCCER****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)*Provides an opportunity for students to train and participate in Intercollegiate Women's Soccer. *R-E-3***IA 22****WOMEN'S SAND VOLLEYBALL****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD).*Provides an opportunity for students to train and participate in Intercollegiate Women's Sand Volleyball. *R-E-3***IA 30****MEN'S SPORTS OFF SEASON TRAINING****0.5 Unit; 2.5 hours lab****1.5 Units; 5 hours lab****3 Units; 10 hours lab***Transfers: CSU, UC**Limitation: Physical examination and be declared fit for athletics by a medical doctor (MD)**Recommended Preparation:**Previously competed at the high school, competitive club level, community college, or 4-year college in interscholastic or intercollegiate athletics.*Off season training designed for men's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance (formerly IA 130). *R-E-3*

## Interior Design

**ID 110****FUNDAMENTALS OF INTERIOR DESIGN****3 Units; 3 hours lecture***Transfers: CSU*

Study the design elements and principles related to interior environments. Analysis and critique of floor plans; furniture arrangement; color theory; and coordination of color, texture, and pattern for human environments. Analysis of special environmental considerations for sustainability, green design, and energy conservation in interiors. Overview of the aesthetic and functional assessment of interior furniture, floor, wall, window, illumination, and accessory treatments.

NR

**ID 111****INTERIOR DESIGN STUDIO I****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Recommended Preparation: Completion or concurrent enrollment in ID 110*

Designed to apply concepts and theories presented in the lecture course, ID 110, Fundamentals of Interior Design. Emphasis is placed on the design process in developing solutions for design projects. *NR*

**ID 112****BEGINNING DRAFTING FOR INTERIORS****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU*

Applications of methods and theory used for architectural drawings, including basic graphics and projections for design and working drawings. *NR*

**ID 113****INTERIOR DESIGN CAREERS****2 Units; 2 hours lecture***Transfers: CSU*

Survey of the interior design profession, industry, related occupations, and worksites. Emphasizes personal, educational, and professional qualifications required for entry into the interior design profession. *NR*

**ID 114****APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU*

Basic color and design theory and application. Utilization of tools, materials, and equipment to develop technical skills applicable to interior, architectural, and other related fields of design. Exploration of cultural heritage and psychological implication of design. *NR*

**ID 115****COMPUTER-AIDED DESIGN/DRAFTING FOR INTERIOR DESIGN****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Recommended Preparation: ID 112*

Introduces the basic skills, techniques, and uses for computer-aided design and drafting. *NR*

**ID 116****INTERIOR MATERIALS AND PRODUCTS****3 Units; 3 hours lecture***Transfers: CSU*

Analysis, application, and evaluation of products and materials used in interior design. Includes interior textiles, furnishings, and finish materials and products. *NR*

**ID 121****SPACE PLANNING****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Recommended Preparation: ID 112*

Application of programming, theory, and techniques in residential and commercial space planning. Skills in drafting and presentation techniques are emphasized in the studio. *NR*

**ID 122****HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I****3 Units; 3 hours lecture***Transfers: CSU*

Historical relationship between the decorative arts, period furniture, and interior architecture is illustrated in this overview of design heritage from antiquity through the 18th century in Europe. Emphasis is placed on style development as it relates to social, economic, and political influences. *NR*

**ID 123****INTERIOR DESIGN ILLUSTRATION****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Recommended Preparation: ID 112*

Application of the methods, techniques, and tools used for illustrating interior spaces and products. *NR*

**ID 125****HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS II****3 Units; 3 hours lecture***Transfers: CSU*

Historical relationship between the decorative arts, period furniture and interior architecture is illustrated in this overview of design heritage. Covers the 19th and 20th centuries in Europe and 17th through 20th centuries in America and analyzes the influences as well as changes in design to the present. Emphasis is placed on style development as it relates to social, economic, and political forces. *NR*

**ID 126****INTERIOR DESIGN STUDIO II****3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU**Recommended Preparation: ID 114 and 121*

Develop, analyze, and apply design concepts to interior environments. Universal design, environmentally conscious design, space planning, lighting systems, interior components, architectural elements, and specifications writing will be integrated into research projects emphasizing a problem-solving approach. *NR*

**ID 127****FUNDAMENTALS OF LIGHTING****3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: ID 110 and 112*

Fundamentals of lighting, design, theory, and application, including the history and vocabulary of lighting. Topics to be explored are how light affects color and vision, incandescent, fluorescent, and high intensity discharge lamps, new lighting technology, lighting techniques, codes, green, and energy-efficient lighting practices. *NR*

**ID 128****BUSINESS AND PROFESSIONAL PRACTICE FOR INTERIOR DESIGN****3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: ID 113*

Business and professional management of an interior design practice including legal issues, project management, and business practices. *NR*

**ID 129****INTERIOR DESIGN INTERNSHIP****1 Unit; 1 hour lecture***Transfers: CSU**Corequisite: CWE 180*

Supervised and educationally-directed internship. Weekly lectures will relate on-the-job experiences with academic program. To be taken in the final semester of program. *NR*

**ID 133**  
**RENDERING AND RAPID**  
**VISUALIZATION FOR INTERIOR**  
**DESIGN**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*

*Recommended Preparation:*  
 ID 123

Application of the methods, techniques, and tools used for illustrating interior spaces and products with an emphasis placed on rapid production. *NR*

**ID 210**  
**HOSPITALITY DESIGN**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Recommended Preparation: ID*  
 126 and 133

Analysis and application of the design process to space planning, materials and finish choices, codes application, and selection of specialized equipment unique to planning hospitality spaces. Design solutions to hospitality will be developed in the studio. *NR*

**ID 211**  
**CODES AND SPECIFICATIONS**  
**FOR INTERIOR DESIGN**  
**3 Units; 3 hours lecture**

Explores federal, state, and local regulations, codes, and specifications concerning life-safety issues, barrier-free access (American Disabilities Act), and universal design requirements relative to residential and contract design. Special attention is given to performance, health-safety, and universal design when estimating and preparing specifications for interior materials and products. *NR*

**ID 212**  
**ADVANCED COMPUTER-AIDED**  
**DESIGN/DRAFTING FOR**  
**INTERIOR DESIGN**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Recommended Preparation:*  
 ID 115

Develops proficiency and skills in 2D and 3D computer-aided design and drafting for Interior Design applications. *NR*

**ID 214**  
**BATH DESIGN**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Recommended Preparation: ID*  
 126 and 133

Analysis and application of the design process to space planning, materials and finish choices, codes application, and selection of specialized equipment unique to planning bath spaces. Design solutions for baths will be developed in the studio. *NR*

**ID 215**  
**KITCHEN DESIGN**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Recommended Preparation: ID*  
 126 and 133

Analysis and application of the design process to space planning, materials and finish choices, codes application, and selection of specialized equipment unique to planning kitchen spaces. Design solutions for kitchens will be developed in the studio. *NR*

**ID 216**  
**DIGITAL VISUALIZATION FOR**  
**INTERIOR DESIGN**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Recommended Preparation: ID*  
 115, 123

Introduces the methods, techniques, and tools for creating digital 3D models, rendered illustrations, and material boards by utilizing a variety of software programs and technologies toward composing effective Interior Design presentations. *NR*

## Italian

**ITA 1**  
**ELEMENTARY ITALIAN**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*  
*Corequisite: ITA 901*  
*Recommended Preparation:*  
 College level reading ability

Designed to develop the fundamentals of communicative competence in colloquial Italian. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Italian. *NR*

**ITA 2**  
**ELEMENTARY ITALIAN**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*  
*Prerequisite: ITA 1 or two years*  
*of high school Italian*  
*Corequisite: ITA 902*

Designed to further the fundamentals of communicative competence in daily spoken Italian. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**ITA 3**  
**INTERMEDIATE ITALIAN**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*  
*Prerequisite: ITA 2 or three years*  
*of high school Italian*  
*Corequisite: ITA 903*

Reviews the fundamentals with further study of the Italian language and culture. *NR*

**ITA 4**  
**INTERMEDIATE ITALIAN**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*  
*Prerequisite: ITA 3 or four years*  
*of high school Italian*  
*Corequisite: ITA 904*

Concentrates on the development of fluency in the skills needed to communicate in Italian. Further study of cultural topics. *NR*

**ITA 10**  
**INTERMEDIATE**  
**CONVERSATIONAL ITALIAN**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Prerequisite: ITA 2 or three years*  
*of high school Italian*

Designed to develop fluency in Italian. The emphasis is on both formal and informal expression and conversation in the language. *NR*

**ITA 21**  
**INTRODUCTION TO ITALIAN**  
**CULTURE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
 College-level reading ability

Designed to provide a brief overview in English of the Italian culture. Areas of study include history, music, literature, philosophy, political ideas, customs and Italy's influence on and contribution to the civilization of the United States and the world. No prior study of the Italian language or culture is required. *NR*

**ITA 901**  
**ITALIAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: ITA 1*

Requires concurrent enrollment in Italian 1 course. Enhances and provides practice in skills learned in Italian 1 language courses. *NR*

**ITA 902**  
**ITALIAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: ITA 2*

Requires concurrent enrollment in Italian 2. Enhances and provides practice in skills learned in Italian 2 language course. *NR*

**ITA 903**  
**ITALIAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: ITA 3*

Requires concurrent enrollment in Italian 3. Enhances and provides practice in skills in Italian 3 language course. *NR*

**ITA 904**  
**ITALIAN LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: ITA 4*

Requires concurrent enrollment in Italian 4. Enhances and provides practice in skills in Italian 4 language course. *NR*

## Japanese

**JA 1**  
**ELEMENTARY JAPANESE**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Corequisite: JA 901*

*Recommended Preparation:*  
*College level reading ability*

Designed to develop the fundamentals of communicative competence in daily spoken Japanese. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Japanese. *NR*

**JA 2**  
**ELEMENTARY JAPANESE**  
**5 Units; 5 hours lecture**  
*Transfers: CSU, UC*  
*Prerequisite: JA 1 or two years of high school Japanese*  
*Corequisite: JA 902*

Designed to further the fundamentals of communicative competence in daily spoken Japanese. Although the focus remains on oral skills and aural comprehension, reading and writing skills will be expanded with introduction of 100 Kanji (Chinese Characters) in addition to Kana, which was already mastered by the students in previous course(s). Cultural topics will also be covered. *NR*

**JA 3**  
**INTERMEDIATE JAPANESE**  
**5 Units; 5 hours lecture**  
*Transfers: CSU, UC*  
*Prerequisite: JA 2 or three years of high school Japanese*  
*Corequisite: JA 903*

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Japanese cultures. *NR*

**JA 4**  
**INTERMEDIATE JAPANESE**  
**5 Units; 5 hours lecture**  
*Transfers: CSU, UC*  
*Prerequisite: JA 3 or four years of high school Japanese*  
*Corequisite: JA 904*

Emphasizes fluency in speaking, reading, writing, and comprehension of Japanese. Includes selected reading and discussions from the basic four genres in Japanese and Japanese-American literature, culture, and customs. *NR*

**JA 21**  
**INTRODUCTION TO JAPANESE CULTURE**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*College-level reading ability*

Designed to provide a brief overview in English of the Japanese culture. Areas of study include geography, history, literature, art, philosophy, religion, and customs of the Japanese people. No prior study of the Japanese language or culture is required. *NR*

**JA 901**  
**JAPANESE LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: JA 1*

Requires concurrent enrollment in Japanese 1. Enhances and provides practice in skills learned in Japanese 1 language course. *NR*

**JA 902**  
**JAPANESE LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: JA 2*

Requires concurrent enrollment in Japanese 2. Enhances and provides practice in skills learned in Japanese 2 language course. *NR*

**JA 903**  
**JAPANESE LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: JA 3*

Requires concurrent enrollment in Japanese 3. Enhances and provides practice in skills learned in Japanese 3 language course. *NR*

**JA 904**  
**JAPANESE LANGUAGE LAB**  
**0.25 Unit; 1 hour learning center**  
*Corequisite: JA 4*

Enhances and provides practice in skills learned in Japanese 4 language course. *NR*

## Journalism

**JRN 1**  
**MASS MEDIA AND SOCIETY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A study of mass media and media technology as they apply to society. Includes a study of media functions, responsibilities, practices, and influences, as well as a study of media law, ethics, history, development, and potential for the future. The course is designed to increase student awareness of the impact of mass media in shaping society. Also listed as CTVR 1. Credit given in either area, not both. *NR*

**JRN 2**  
**NEWS WRITING**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Eligibility for ENG 1A*

Emphasizes news writing and reporting, methods of news gathering, organization and writing of articles. Includes the interpretation of significant news events and studies techniques of in-depth reporting. *NR*



**JRN 105**  
**FEATURE WRITING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

An in-depth study of commercial magazines and company publications including purposes, formats, requirements, feature requirements, market studies, and manuscript submission policies. *NR*

**JRN 106**  
**VIDEO JOURNALISM**  
**3 Units; 2 hours lecture; 4 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**JRN 2 and CTVR 101**

Incorporates print and broadcast techniques to produce multimedia pieces for the web, tablets and emerging platforms with a focus on video journalism. Topics include multimedia storytelling that incorporates shooting and editing video, recording and editing sound, writing, and still photographs. An emphasis will be placed on journalistic, documentary-style video storytelling for the news media. Also listed as CTVR 106. Credit given in either area, not both. *NR*

**JRN 107**  
**NEWS MEDIA PRODUCTION AND INVESTIGATIVE REPORTING**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**ENG 1A or JRN 2**

Provides instruction and practice in developing, researching and writing investigative and in-depth articles and content for the student print, online, mobile and emerging platforms of the campus publications. Student publications are evaluated and critiqued in regularly scheduled student staff meetings. *NR*

**JRN 108**  
**INTRO TO PODCASTING AND AUDIO STORYTELLING**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**JRN 2 or CTVR 111**

Introduction to all aspects of audio storytelling and podcasting. Students will produce content in the form of podcasts, live and pre-recorded talk shows, radio documentaries, newscasts, broadcast news spots, and emerging formats. Basic writing for broadcast, audio storytelling and editing will be covered. Ethical and legal aspects of broadcast communication and radio journalism are also covered. An emphasis will be placed on producing content for public radio. Work will be produced for distribution on campus news media outlets. Also listed as CTVR 108. Credit given in either area, not both. *NR*

**JRN 109**  
**NEWS MEDIA PRODUCTION AND DATA REPORTING**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**ENG 1A or JRN 2**

Provides practical instruction in news media production, content management systems, data collection for storytelling and creating visual elements through data for the student campus publications (print, online, mobile and emerging platforms). This course produces content for student media outlets. *NR*

**JRN 110**  
**INTERACTIVE MEDIA DESIGN**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**JRN 2**

Introduces students to basic concepts of interactive design for digital media with a journalistic emphasis. Students may design interactive multimedia packages, graphics, animation, mobile applications, digital e-book reader interactives, widgets, tablet publications and more. An introduction to basic design principles, concepts of engagement and interactivity, and presentation of journalistic content on a variety of platforms will be discussed in this hands-on course. An emphasis will be placed on accuracy, journalistic content, as well as clear and dynamic presentation. *NR*

**JRN 111**  
**NEWS MEDIA PRODUCTION AND EDITING**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**ENG 1A or JRN 2**

Provides practical instruction in interviewing, reporting and editing for print and online publications as required to produce the campus news publications, including print and digital publications as well as emerging platforms. Aspects of interviewing, computer assisted reporting, copy editing, headline writing, photo editing, SEOs, AP Style, etc. are explored. *NR*

**JRN 112**  
**NEWS MEDIA PRODUCTION, BLOGGING AND SOCIAL MEDIA**  
**4 Units; 3 hours lecture. 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**ENG 1A or JRN 2**

Provides practical instruction on news media production, blogging and social media. Students will produce blogs and utilize popular and emerging social media tools as part of the student online campus publications. *NR*

**JRN 113**  
**MAGAZINE PRODUCTION FOR DIGITAL PLATFORMS**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**ENG 1A, JRN 105, or ENG 3**

Focuses on magazine production from content production to publication and distribution on digital platforms, such as Web, mobile, tablet and emerging platforms. Focuses on content production for digital magazines with an emphasis on interactive elements, user engagement, social media, multimedia, storytelling in various forms, written stories. *NR*

**JRN 125**  
**MAGAZINE JOURNALISM**  
**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

*Recommended Preparation:*  
**ENG 1A, JRN 105, or ENG 3**

Introduces distinctive elements of magazine journalism. Provides firsthand experience in the various phases of producing a magazine. *NR*

## Kinesiology– Adapted

### KNEA 1

#### ADAPTED STRENGTH TRAINING

**0.5 Unit; 0.5 hours lecture; 0.5 hours lab**

**1 Unit; 0.5 hours lecture; 1.5 hours lab**

**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

Fitness class stressing strength, resistance training, and endurance. Designed for students that have participated in physical therapy, have a chronic medical diagnosis, or permanent disability. *NR*

### KNEA 2

#### ADAPTED WATER EXERCISE AND SWIMMING

**0.5 Unit; 0.5 hours lecture; 0.5 hours lab**

**1 Unit; 0.5 hours lecture; 1.5 hours lab**

**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

Consists of aquatic exercise and modified swimming to improve strength, cardiovascular endurance, flexibility, balance, and/or gait. Designed for those that have participated in therapy, rehabilitation, have chronic medical diagnoses, or permanent disabilities. *NR*

### KNEA 3

#### ADAPTED CARDIOVASCULAR CONDITIONING

**0.5 Unit; 0.5 hours lecture; 0.5 hours lab**

**1 Unit; 0.5 hours lecture; 1.5 hours lab**

**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

Fitness class stressing aerobic conditioning and cardiovascular fitness. Designed for students that have participated in physical therapy, have a chronic medical diagnosis, or permanent disability. *NR*

### KNEA 4

#### ADAPTED STRETCHING AND CORE TRAINING

**0.5 Unit; 0.5 hours lecture; 0.5 hours lab**

**1 Unit; 0.5 hours lecture; 1.5 hours lab**

**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

Fitness class stressing flexibility and core strengthening exercises. Designed for students that have participated in physical therapy, have chronic pain or permanent disability. *NR*

### KNEA 6

#### ADAPTED SPORTS

**0.5 Unit; 0.5 hours lecture; 0.5 hours lab**

**1 Unit; 0.5 hours lecture; 1.5 hours lab**

**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

Introduction to sports including basketball, soccer, floor hockey, softball, bocce ball, and tennis. Designed for individuals who need assistance and equipment adaptations in activities and sports. *NR*

### KNEA 8

#### ADAPTED OUTDOOR EDUCATION AND RECREATION

**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

An introduction to outdoor education and recreation designed for students with special needs and varying abilities. This class focuses on safety, outdoor fitness conditioning, and the basic skills needed to interact with the outdoor environment while participating in a variety of outdoor activities, such as stand up paddling, kayaking, sailing, surfing, body boarding, snorkeling, hiking, rock climbing, archery, paintball, and fishing. *NR*

### KNEA 107

#### SURVEY AND ASSESSMENT OF FITNESS

**1 Unit; 1 hour lecture**

*Transfers: CSU*

An assessment of the physical condition of the disabled student which includes testing and evaluation of muscular strength and endurance, flexibility, body composition, cardiovascular endurance, skill-related fitness, and aquatic ability. Personality factors will be studied to learn more about stress reduction and lifestyle changes. Information regarding nutrition, weight management, and personal program for lifetime fitness will be presented. Different testing and assessment techniques will be used in this course. *NR*

### KNEA 151

#### INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*

Designed to provide information and practical experience to students pursuing a career in physical therapy, occupational therapy, recreation therapy, adapted physical education, speech pathology or other health care fields that work with special populations. Also offered as HSC 151. Credit given in either area, not both (formerly SE 101). *NR*

### KNEA 152

#### ADAPTED KINESIOLOGY ASSISTING

**1 Unit; 6 hours lab**

*Transfers: CSU*

*Recommended Preparation:  
KNEA 151/HSC 151*

Designed to provide practical experience and fundamental application of applied exercise for disabled students active in an adapted physical education program. Students have the opportunity to work with individuals with a variety of disabilities and medical conditions. Also offered as HSC 152. Credit given in either area, not both (formerly SE 102). *NR*

### KNEA 300

#### ADAPTED STRENGTH TRAINING

**0 Unit; 1 hour lecture; 2 hours lab**

Fitness class stressing strength, flexibility, and cardiovascular endurance. Designed for students that have participated in physical therapy, have a chronic medical diagnosis, or permanent disability. *NR*

**KNEA 310  
ADAPTED WATER EXERCISE  
AND SWIMMING**  
*0 Unit; 1 hour lecture; 2 hours  
lab*

Consists of mobility, balance, gait training, strengthening, cardiovascular conditioning, flexibility, range of motion exercises, and modified swimming. Designed for those that have participated in therapy, rehabilitation, have chronic medical diagnoses or permanent disabilities.  
*NR*

## Kinesiology

**KNES 1  
CARDIOVASCULAR  
CONDITIONING**  
*1 Unit; 0.5 hours lecture; 1.5  
hours lab*  
*1.5 Units; 1 hour lecture; 2 hours  
lab*

*Transfers: CSU, UC*  
Focuses on individual cardiovascular and respiratory fitness using cardiovascular conditioning as a way of developing and maintaining health. The activities portion of the course will be tailored to meet the needs of the individual student, considering age, sex and general health. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 8, 16, 50, and DANC 77. *NR*

**KNES 2  
STRENGTH TRAINING**  
*1.5 Units; 1 hour lecture; 2 hours  
lab*

*Transfers: CSU, UC*  
Focuses on improving strength through individualized training programs. Suited for men and women interested in improving strength, power, and athletic performance. Includes physiology of strength training; equipment and safety considerations; sport specific training; program design for power, strength, and techniques of lifting; and nutrition for optimal performance. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66. *NR*

**KNES 3  
CIRCUIT WEIGHT TRAINING**  
*1 Unit; 0.5 hours lecture; 1.5  
hours lab*  
*1.5 Units; 1 hour lecture; 2 hours  
lab*

*Transfers: CSU, UC*  
Focuses on circuit training on a personal basis. Modifications of original programs may be needed based upon the results of fitness appraisals at the beginning of the semester. Includes assessment of various components of fitness. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 8, 16, 50, and DANC 77. *NR*

**KNES 4  
BEGINNING WEIGHT LIFTING**  
*1 Unit; 0.5 hours lecture; 1.5  
hours lab*  
*1.5 Units; 1 hour lecture; 2 hours  
lab*

*Transfers: CSU, UC*  
Basic skills and methods used in weight lifting. Free weights and machines will be used to develop lean muscle and decrease body fat. Individual workout program on resistance exercise equipment. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6. *NR*

**KNES 5  
INTERMEDIATE WEIGHT  
LIFTING**  
*1 Unit; 0.5 hours lecture; 1.5  
hours lab*  
*1.5 Units; 1 hour lecture; 2 hours  
lab*

*Transfers: CSU, UC*  
*Recommended Preparation:  
KNES 4*  
Principles and techniques for students interested in weight lifting for increased muscle strength in sports activities or competition. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6. *NR*

**KNES 6  
ADVANCED WEIGHT LIFTING**  
*1 Unit; 0.5 hours lecture; 1.5  
hours lab*  
*1.5 Units; 1 hour lecture; 2 hours  
lab*

*Transfers: CSU, UC*  
*Recommended Preparation:  
KNES 5*  
Advanced instruction and sport specific practice in the techniques of developing muscle strength and endurance for maximizing performance. Power lifting, resistance machines, free weights, and additional equipment will be utilized. Advanced training, principles, and theories. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6. *NR*

**KNES 7  
STEP TRAINING**  
*1 Unit; 0.5 hours lecture; 1.5  
hours lab*

*Transfers: CSU, UC*  
Step training is a cardiovascular program which involves stepping up and down on an adjustable platform while simultaneously performing upper body strength movements to the accompaniment of music. Step training is for both men and women, from beginners to conditioned athletes. To change the intensity, students may alter the height of the platform. This course is comprehensive, balanced, and works every major muscle group. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 8, 16, 50, and DANC 77. *NR*

**KNES 8  
CARDIO KICKBOXING**  
*1 Unit; 0.5 hours lecture; 1.5  
hours lab*  
*1.5 Units; 1 hour lecture; 2 hours  
lab*

*Transfers: CSU, UC*  
A coed fitness course for all ages and abilities for overall body conditioning. Designed to provide students a safe and effective cardiovascular workout that utilizes skills from sports, kickboxing, and self-defense, combined with constant aerobic movement. Strengthens entire body, with progression from beginning through advanced segments. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 8, 16, 50, and DANC 77. *NR*

**KNES 9  
STRETCHING, FLEXIBILITY, AND  
CONDITIONING**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

Techniques and application of safe stretching, breathing, body alignment, and muscle conditioning exercises for increase muscle tone and core training. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. *NR*

**KNES 10  
CROSS TRAINING**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

Develops aerobic fitness by concurrently training in two or more dynamic endurance activities such as (walking, jogging, hiking, stationary biking or stepping) combined with anaerobic exercise (strength training and short exertion, high intensity movement). Multi-use aerobic activities plus anaerobic exercises to produce a cross training effect. Formerly KNES 110. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66. *NR*

**KNES 15  
INTERMEDIATE  
CYCLING/SPINNING**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:  
KNES 19*

Designed to increase the student's knowledge and skills in cycling/spinning. Emphasis on intermediate level cycling techniques including standing climbs, jumps, and sprints, used to improve muscular endurance and cardiovascular fitness (formerly KNES 115). Students are limited to a combined total of four enrollments in KNES 15 and 19. *NR*

**KNES 16  
INTERMEDIATE CARDIO  
KICKBOXING**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:  
KNES 8*

Designed to increase the student's knowledge and skills in cardio kickboxing. Provides students with a safe and effective cardiovascular and muscular endurance workout that utilizes skills from sports, kickboxing, and self-defense, combined with constant aerobic movement. Emphasis is placed on intermediate level combinations and muscular endurance training exercises (formerly KNES 116). Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 8, 16, 50, and DANC 77. *NR*

**KNES 17  
BEGINNING BOWLING**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

Basic fundamentals of bowling including equipment, rules, etiquette, terminology, skills and technique. Educational experience by supervised repetition and practice developing skills and proficiencies. Students will learn scoring, common faults, and strategy. Students are limited to a combined total of four enrollments in KNES 17 and 18. *NR*

**KNES 18  
INTERMEDIATE BOWLING**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

Intermediate techniques and skills of bowling. Understand angle and deflection. Participate in league situations. Establish handicap, and the importance of strategy in bowling. Educational experience by supervised repetition and practice to develop skills and proficiencies. Students are limited to a combined total of four enrollments in KNES 17 and 18. *NR*

**KNES 19  
CYCLING/SPINNING**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

Designed to increase the student's knowledge and skill in cycling/spinning. Develops appreciation of cycling/spinning as a lifetime sport and means of developing and maintaining muscular and cardio-respiratory fitness. Students are limited to a combined total of four enrollments in KNES 15 and 19. *NR*

**KNES 20  
BEGINNING GOLF I**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

Beginning fundamentals of golf skills including rules, etiquette, and terminology. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23. *NR*

**KNES 21  
BEGINNING GOLF II**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

*Recommended Preparation:  
KNES 20*

Progression of beginning skills, strategy, and individual stroke analysis. Refinement of beginning game. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23. *NR*

**KNES 22  
INTERMEDIATE GOLF**

**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

*Recommended Preparation:  
KNES 21*

Designed for those students who are not ready to play on a regulation golf course but have mastered the basic skills of Beginning Golf I and II. Includes the techniques of chipping, putting, sand shots, and wood shots. Enables the student to play a successful round of golf. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23. *NR*

**KNES 23****ADVANCED GOLF****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:***KNES 22**

The nine fundamental errors in golf are analyzed. The correction of the hook, slice, shank, push, and topped shots are discussed and demonstrated. Match play is arranged between class members by their ability or through established handicaps. Students must furnish their own transportation to the golf course. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23. *NR*

**KNES 24****BEGINNING TENNIS I****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Presentation of the official doubles and singles games, including forehand and backhand strokes, serve, basic strategy, footwork, and etiquette. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27. *NR*

**KNES 25****BEGINNING TENNIS II****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:***KNES 24**

Designed for the student not quite proficient with strokes and strategy, or the intermediate level of tennis. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27. *NR*

**KNES 26****INTERMEDIATE TENNIS****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:***KNES 25**

Emphasis on individual stroke analysis, playing strategy, and match play, singles and doubles. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27. *NR*

**KNES 27****ADVANCED TENNIS****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:***KNES 26**

Emphasis on advanced techniques, playing strategy, and match play, singles, doubles and mixed doubles. Field trips may be required. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27. *NR*

**KNES 28****BEGINNING YOGA****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Introduction and practice of the basic principles of physical yoga. Emphasis is on exercises called asanas, focusing on correct postural alignment, balance, joint flexibility, and muscle tone. Includes breathing techniques for stress reduction and to enhance the mind-body connection. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28. *NR*

**KNES 29****INTRODUCTION TO TAI CHI CH'UAN****1 Unit; 0.5 hours lecture; 1.5 hours lab***Transfers: CSU, UC*

Introduction to fundamental principles and basic movements of the ancient Taoist art. Special emphasis is given to the development of balance, harmony, and physical strength through the discipline of slow, fluid movements. Students are limited to a combined total of four enrollments in KNES 29, 37, and 98. *NR*

**KNES 30****ADVANCED TRACK AND FIELD****1 Unit; 0.5 hours lecture; 1.5 hours lab***Transfers: CSU, UC**Recommended Preparation:**Participation on Interscholastic Track and Field or Cross**Country Team or equivalent experience*

Designed for those students of advanced ability in track and field or cross country running who have competed on an interscholastic team or equivalent. Fundamentals of all events will be stressed. Recommended for kinesiology majors and those interested in intercollegiate competition. *NR*

**KNES 31****MUSCLE TONING FOR WOMEN****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

For women of any age and fitness level desiring development of muscular fitness. For those who are starting a muscle toning program or wanting to improve an existing training regimen. Benefits and principles of muscle fitness, prevention of osteoporosis, myths and misconceptions of training, nutrition, safety, equipment, and individual programs for lifetime fitness. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66. *NR*

**KNES 33****BEGINNING SURFING I****1 Unit; 0.5 hours lecture; 1.5 hours lab***Transfers: CSU, UC**Limitation: Must pass swim test*

Designed to meet the needs of the beginning surfer. Dry land instruction will cover such topics as: historical perspectives of surfing, ocean safety, surfing etiquette, wave selection, proper paddling, and appropriate take-off procedures. Students will be required to provide own equipment and display an understanding of appropriate surfing equipment. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36. *NR*

**KNES 34  
BEGINNING SURFING II:  
SHORTBOARDING**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*

*Limitation: Must pass swim test*

*Recommended Preparation:*

**KNES 33**

Secondary level surf class provides experienced surfers with the knowledge and skills to become confident and competent in their surfing ability on a shorter surfboard in faster, steeper, waves. Course covers basic ocean safety and first aid, surfing etiquette, negotiating big sets, paddling and dropping in to faster, steeper waves, and learning to maneuver a shortboard. Students must provide their own equipment. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36. *NR*

**KNES 35  
INTERMEDIATE SURFING**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*

*Limitation: Must pass swim test*

*Recommended Preparation:*

**KNES 34**

Designed for the surfer who can negotiate waves and do basic turns on a consistent basis. Ocean knowledge such as currents, wave development, wind pattern, and ocean floor terrain will be presented. Surfers will be taught such short and longboard maneuvers as: Duck dive, cutback, "off the lip," roundhouse, sideslip, crossover, and walk to nose. Students will become confident in riding surf four feet and larger. Students provide own equipment. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36. *NR*

**KNES 36  
ADVANCED SURFING**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*

*Limitation: Must pass swim test*

*Recommended Preparation:*

**KNES 35**

Designed to meet the needs of the advanced surfer interested in extreme maneuvers and competing at the collegiate level. Students provide own equipment. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36. *NR*

**KNES 37  
INTERMEDIATE TAI CHI  
CH'UAN**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

**KNES 29**

Progressive course from the fundamental movements of the ancient Taoist art of Tai Chi. Intermediate forms, techniques, and principles to increase strength and balance through slow, fluid movements. Formerly KNES 137. Students are limited to a combined total of four enrollments in KNES 29, 37, and 98. *NR*

**KNES 38  
INTERMEDIATE MAT PILATES**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

**KNES 65/DANC 65**

Intermediate progression of mat exercises emphasizing the principles of Joseph Pilates. Improvement of back strength, flexibility, and postural alignment by integration of physical and mental aspects of movement. Proper breathing techniques are emphasized. Also listed as DANC 38, credit given in either area, not both (formerly KNES 138). Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. *NR*

**KNES 39  
INTERMEDIATE YOGA**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

**KNES 28**

Intermediate level course exploring and integrating the principles and practice of yoga. Emphasis is on postural work and vinyasa (flow) for improved body alignment, flexibility, balance, physical endurance, and muscle tone. Breathing techniques are integrated to enhance the mind-body connection, increase oxygen intake, and reduce stress (formerly KNES 139). Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28. *NR*

**KNES 40  
ADVANCED YOGA**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

**KNES 28**

Blending the principles and practices of various yoga techniques for total body fitness. Practice will include Yoga for flexibility and body balance, focusing on strength and cardiovascular training and Pilates techniques to increase concentration and core stabilization. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28. *NR*

**KNES 41  
SWIMMING FOR  
NONSWIMMERS**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

A beginning course in the instruction and practice of the most fundamental elements of swimming, diving, and safety skills. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49. *NR*

**KNES 42  
INTERMEDIATE SWIMMING**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*

*Recommended Preparation:*

**KNES 41**

Designed to teach more intermediate strokes between beginner and advanced swimmer. Includes instruction in crawl stroke, breaststroke, side stroke, back crawl and elementary backstroke, treading, and safety skills. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49. *NR*

**KNES 43**  
**ADVANCED SWIMMING AND DIVING**  
**1 Units; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: KNES 42*

Designed to teach students advanced swimming and diving skills. Safety in regard to lifesaving and elementary forms of rescue will be stressed. Field trips may be required. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49. *NR*

**KNES 44**  
**AQUATIC CONDITIONING**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: Basic swimming ability*

Designed to develop and maintain physical fitness through swimming. Emphasis will be placed on endurance training for improved cardiovascular fitness. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49. *NR*

**KNES 45**  
**ADVANCED WATER POLO (COED)**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: IA 7 or 8 or 14 or 18*

Designed for students of advanced ability in water polo who have competed on an intercollegiate water polo team or equivalent. Fundamentals in all aspects of play will be stressed. Recommended for kinesiology majors and those interested in intercollegiate competition. *NR*

**KNES 47**  
**LIFEGUARD TRAINING**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*  
*Limitation: Successfully complete the swim pre-test*  
*Recommended Preparation: KNES 43*

Instruction in lifeguarding and lifesaving techniques, cardiopulmonary resuscitation, and basic first aid that will facilitate successful completion of the American National Red Cross Lifeguard Training Certificate, Community First Aid and Safety Certificate and CPR for the Professional Rescuer Certificate. *NR*

**KNES 49**  
**AQUA AEROBICS**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

Instruction and practice in water aerobics exercise. Emphasis will be placed on toning, trimming and firming skeletal muscles through water resistance exercises. Increasing flexibility, strengthening the cardiovascular system, and improving the respiratory system will also be stressed. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49. *NR*

**KNES 50**  
**AEROBIC DANCE**  
**1 Unit; 0.5 hours lecture; 1.5 hours lab**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU, UC*

Aerobic dance is a fitness program which combines vigorous aerobic dance combinations with a variety of musical rhythms. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 8, 16, 50, and DANC 77. *NR*

**KNES 51**  
**INTRODUCTION TO KINESIOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introductory course to the interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in kinesiology will be discussed along with career opportunities in the areas of teaching, coaching, allied health, and fitness professions. *NR*

**KNES 52**  
**FUNDAMENTALS OF HUMAN MOVEMENT**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Basic scientific principles of human movement related to various forms of sport and exercise. Fundamentals of anatomy, exercise physiology, biomechanics, and motor control will be presented in class with the goal of improving physical performance. Analyses of movements involved in various activities will be performed using demonstration, videography and student participation. *NR*

**KNES 53**  
**INTRODUCTION TO ATHLETIC TRAINING**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Introduction to the field of athletic training. Emphasis on prevention and care of injuries, evaluation of injuries, first aid and emergency care, and rehabilitation and reconditioning. *NR*

**KNES 54**  
**PRINCIPLES AND FUNDAMENTALS OF COACHING**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: KNES 53*

A comprehensive introduction to the coaching profession. Emphasis is placed on coaching at the high school, elite club level, and includes youth, recreational, and intercollegiate sport programs. The primary goal is to develop and enhance student's knowledge and understanding of concepts and techniques of coaching. *NR*

**KNES 56**  
**PRACTICUM IN ATHLETIC TRAINING – FALL SPORTS**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: KNES 53*

Exposure to sports injuries unique to Fall intercollegiate athletics. Emphasis on recognition, rehabilitation and taping techniques to enable athletes to return to competition. Students will receive hands on experience and will be able to apply various techniques in the treatment of athletic injuries. Students are limited to a combined total of four enrollments in KNES 56 and 59. *NR*

**KNES 57****PEP SQUAD I****1.5 Units; 4.5 hours lab***Transfers: CSU, UC**Limitation: Competitive audition required**Recommended Preparation:**Previously competed on high school, community college, or 4-year college cheer or song team*

Instruction, practice, and performing at college athletic events. Song and cheer technique development for routines in competition and at games. Choreography and formation development. Includes performing at special events. Students are limited to a combined total of four enrollments in KNES 57 and 58. *NR*

**KNES 58****PEP SQUAD II****1.5 Units; 4.5 hours lab***Transfers: CSU, UC**Limitation: Competitive audition required**Recommended Preparation:**KNES 57*

Advanced instruction, practice, and performing at college athletic events. Song and cheer technique development for routines in camp competition and at games. Choreography and formation development. Includes performing at special events (formerly KNES 158). Students are limited to a combined total of four enrollments in KNES 57 and 58. *NR*

**KNES 59****PRACTICUM IN ATHLETIC TRAINING – SPRING SPORTS****2 Units; 1 hour lecture; 3 hours lab***Transfers: CSU, UC**Recommended Preparation:**KNES 56*

Exposure to sports injuries unique to Spring intercollegiate athletics. Emphasis on recognition, rehabilitation, and taping techniques to enable athletes to return to competition. Students will receive hands on experience and be able to apply various techniques in the care and prevention of athletic injuries (formerly KNES 159). Students are limited to a combined total of four enrollments in KNES 56 and 59. *NR*

**KNES 60****ANATOMY AND FUNDAMENTALS OF YOGA****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**KNES 28*

An introduction to the core principles of Hatha Yoga, study of anatomical structures of body movements, and teaching techniques. Includes experiential application of the asanas (formerly KNES 160). *NR*

**KNES 61****TEACHING OF YOGA****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**KNES 28*

Teaching techniques of yoga. Emphasis on variations, adjustments and modifications of basic yoga poses for teaching different levels in various settings. Focus on developing skills for instructing yoga, including verbal cueing, anatomically supportive sequences, and stress management techniques for healthier lifestyles (formerly KNES 161). *NR*

**KNES 62****PHILOSOPHY OF YOGA****3 Units; 3 hours lecture***Transfers: CSU, UC*

Introduction to the philosophy of yoga through history, development of the asanas, and traditional texts. Major lineages of yoga and related practices will be covered, with a focus on the integration of these ideas in contemporary teaching (formerly KNES 162). *NR*

**KNES 63****BEGINNING ROCK CLIMBING****1 Unit; 0.5 hours lecture; 1.5 hours lab***Transfers: CSU, UC*

Fundamentals of rock climbing with emphasis on the technical principles of climbing, proper equipment, rope use and knot-tying. Course will also cover environmental concerns with a strong emphasis placed on safety. *NR*

**KNES 64****DISTANCE RUNNING****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Techniques in distance running methods, developing aerobic endurance, flexibility, and overall physical fitness. *NR*

**KNES 65****INTRODUCTION TO MAT PILATES****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Fundamentals of mat exercise emphasizing the principles of Joseph Pilates. Exercises to improve abdominal and back strength, flexibility, and postural alignment. Pilates involves integrating the physical and mental aspects of movement to correct imbalances in the body. Enhancement in any movement-based program, such as dance, sports, or exercise programs Proper breathing techniques are emphasized. Also listed as DANC 65, credit given in either area, not both. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. *NR*

**KNES 66****CORE TRAINING****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab****2 Units; 1 hour lecture; 3 hours lab***Transfers: CSU, UC*

Designed to improve core strength, coordination, balance, quickness, and agility. Emphasis will be placed on medicine ball and bosu ball training for muscle enhancement to maximize performance. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66. *NR*

**KNES 68****WALKING FOR FITNESS****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Walking for fitness is an exercise program designed for students of all ages and skill levels striving for a healthier lifetime activity. Walking lowers the risks of becoming obese, having cardiovascular disease, diabetes, osteoporosis, and high blood pressure. Includes techniques of walking, safety, attire, stretching, nutrition, and monitoring heart rate. Off-campus walks may be required. Students are limited to a combined total of four enrollments in KNES 68, 69, and 86. *NR*



**KNES 69****TRAIL HIKING****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Exploration of scenic trails including the coast, canyons, parks, hills, and open space areas. All hikes can be completed during class time on off-campus trails. Students are limited to a combined total of four enrollments in KNES 68, 69, and 86. *NR*

**KNES 70****BASKETBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Instruction and supervised practice in basic basketball fundamentals. Development of various methods of individual and team play. Students are limited to a combined total of four enrollments in KNES 70 and 71. *NR*

**KNES 71****ADVANCED BASKETBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:**Participation on an interscholastic team*

Designed for students of advanced ability in basketball skills who have competed on an intercollegiate team or its equivalent. Offensive and defensive skills as well as advanced strategies will be stressed. Recommended for kinesiology majors and those interested in intercollegiate competition. Students are limited to a combined total of four enrollments in KNES 70 and 71. *NR*

**KNES 72****BEGINNING SOCCER****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Basic fundamentals of individual play such as dribbling, heading, shooting, trapping, passing, defensive tactics, and knowledge of rules. Students are limited to a combined total of four enrollments in KNES 72 and 73. *NR*

**KNES 73****ADVANCED SOCCER****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:**KNES 72*

Advanced fundamentals of individual play such as dribbling, heading, shooting, trapping, passing, and defensive tactics, and knowledge of rules. Students are limited to a combined total of four enrollments in KNES 72 and 73. *NR*

**KNES 74****SLOW PITCH SOFTBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

Games of slow pitch softball with fundamentals of offense, defense, basic drills, and team strategy. Students are limited to a combined total of four enrollments in KNES 74 and 83. *NR*

**KNES 76****BEGINNING VOLLEYBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC*

The basic skills and rules of volleyball are introduced. Rules, strategy, skill practice, and class competition are included. Course is orientated to the beginning volleyball student. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85. *NR*

**KNES 77****INTERMEDIATE VOLLEYBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:**KNES 76*

Designed to give the intermediate student the opportunity to improve the basic skills of volleyball. Rules, and strategy, skill practice in passing, setting, hitting, serving, blocking are included. The student is introduced to basic offense and defense systems of play. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85. *NR*

**KNES 78****ADVANCED VOLLEYBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:**KNES 77*

Designed to introduce advanced skills necessary for playing competitive volleyball. Skills covered include basic skills, fast offense, court positioning, rolls, dives, and team strategy, both offensive and defensive. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85. *NR*

**KNES 79****ADVANCED BASEBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:**Participation on interscholastic team*

Designed for those students of advanced ability in baseball skills who have competed on an interscholastic team or equivalent. Fundamentals of offensive, defensive, and advanced strategies will be stressed. Recommended for kinesiology majors and those interested in intercollegiate competition. Students are limited to a combined total of four enrollments in KNES 79 and 82. *NR*

**KNES 80****ADVANCED FOOTBALL****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:**Participation in interscholastic team*

Designed for those students of advanced ability in football skills who have competed on an interscholastic team or equivalent. Fundamentals of offensive, defense, and kicking skills, as well as advanced strategies will be stressed. Recommended for kinesiology majors and those interested in intercollegiate competition. *NR*

**KNES 81  
BEGINNING BEACH  
VOLLEYBALL**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*  
Introduction to beach volleyball. Rules, strategy, skill practice, and class competition are included. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85. *NR*

**KNES 82  
RECREATIONAL BASEBALL**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*  
Recreational baseball played in a competitive game format. Emphasizes rules, conditioning, offensive and defensive playing skills and teamwork. Students are limited to a combined total of four enrollments in KNES 79 and 82. *NR*

**KNES 83  
FAST PITCH SOFTBALL**  
**2 Units; 1 hour lecture; 3 hours  
lab**

*Transfers: CSU, UC*  
Advanced fast-pitch softball played in a competitive game format. Emphasis on rules, conditioning, offensive and defensive playing skills and teamwork. Students are limited to a combined total of four enrollments in KNES 74 and 83. *NR*

**KNES 84  
INTERMEDIATE BEACH  
VOLLEYBALL**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
*KNES 81*  
Intermediate level course with progressive skill development in beach volleyball. Competitive games played using offensive and defensive strategies, tactics, and techniques (formerly KNES 184). Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85. *NR*

**KNES 85  
ADVANCED BEACH  
VOLLEYBALL**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
*KNES 81*  
Advanced beach volleyball techniques and strategies with class competition. A progressive skill building class with emphasis on offensive and defensive strategies (formerly KNES 185). Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85. *NR*

**KNES 86  
BACKPACKING**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*  
Principles and methods for safe and responsible skills in backpacking. Includes how to prepare a pack efficiently, trail etiquette, and risks associated with outdoor terrain and weather. Day backpacking at a local county park, an overnite backpacking trip, and an extended weekend experience in one of the National Parks or wilderness areas (formerly KNES 186). Students are limited to a combined total of four enrollments in KNES 68, 69, and 86. *NR*

**KNES 90  
BEGINNING SELF-DEFENSE**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*  
Techniques of basic self-defense recommended for both men and women. Students are limited to a combined total of four enrollments in KNES 90, 91, 93, and 97. *NR*

**KNES 91  
INTERMEDIATE SELF DEFENSE**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
*KNES 90*  
Provides intermediate instruction on how to effectively protect oneself by applying various self defense principles while emphasizing physical conditioning and personal confidence (formerly KNES 191). Students are limited to a combined total of four enrollments in KNES 90, 91, 93, and 97. *NR*

**KNES 93  
BEGINNING KARATE**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*  
Designed to teach the basic art of Karate. Emphasizes mental and physical conditioning to develop coordination, balance, strength, speed, and power. Instruction in the history, philosophy, and psychology of Karate and the martial arts. Students are limited to a combined total of four enrollments in KNES 90, 91, 93, and 97. *NR*

**KNES 94  
BEGINNING AIKIDO**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**  
**1.5 Units; 1 hour lecture; 2 hours  
lab**

*Transfers: CSU, UC*  
Aikido is a relatively modern Japanese martial art based upon nonresistance rather than strength. It is a nonaggressive, noncompetitive art based upon a philosophy that stresses harmony with nature and control of body and mind. In Aikido, an attack is never stopped; it is guided in a way that causes the attacker to be thrown by the momentum of his own attack. Aikido develops the individual mentally as well as physically. Physically it produces good posture, physical skill, and quickness of body reflexes. Mentally it develops determination, and responsibility. Students are limited to a combined total of four enrollments in KNES 94, 95, and 96. *NR*

**KNES 95  
INTERMEDIATE AIKIDO**  
**1 Unit; 0.5 hours lecture; 1.5  
hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation:*  
*KNES 94*  
Intermediate skills for an individual to avoid and protect oneself from physical attack. Techniques from Aikido involves combative skills and martial arts emphasis. Philosophical, psychological, and physical study and practice of Aikido (formerly KNES 195). Students are limited to a combined total of four enrollments in KNES 94, 95, and 96. *NR*

**KNES 96****ADVANCED AIKIDO****1 Unit; 0.5 hours lecture; 1.5 hours lab****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation:***KNES 94**

Fundamental Aikido principles and refinement of the basic movements of Aikido. Introduction of the concepts of open hand defense against weapons, kneeling techniques, and advanced Ukemi techniques (i.e. forward break falls, backward rolls, and free style) to prevent injury. Leadership, etiquette, demeanor, dress and a high level of level of preparation will be emphasized. Students are limited to a combined total of four enrollments in KNES 94, 95, and 96. *NR*

**KNES 97****INTERMEDIATE KARATE****1 Unit; 0.5 hours lecture; 1.5 hours lab***Transfers: CSU, UC**Recommended Preparation:***KNES 93**

Provides intermediate instruction in traditional Karate, including second-level form, technique, and philosophy (formerly KNES 197). Students are limited to a combined total of four enrollments in KNES 90, 91, 93, and 97. *NR*

**KNES 98****INTRODUCTION TO QIGONG****1 Unit; 0.5 hours lecture; 1.5 hours lab***Transfers: CSU, UC*

Qigong is a Chinese exercise form emphasizing posture, movement, breathing patterns, and awareness to liberate and direct life energy (Chi) through meridian pathways in order to promote maintenance and improvement of personal health (formerly KNES 198). Students are limited to a combined total of four enrollments in KNES 29, 37, and 98. *NR*

**KNES 105****MENTAL SKILLS FOR SPORTS PERFORMANCE****3 Units; 3 hours lecture***Transfers: CSU*

Focuses on psychological and physical aspects of competition and ways to enhance performance: stress management techniques, visualization, imagery, and goal setting. Explores training methods for the body and mind. Designed for both the weekend athlete and the serious intercollegiate competitor. *NR*

**KNES 107****SURVEY AND ASSESSMENT OF FITNESS****1 Unit; 1 hour lecture***Transfers: CSU*

An assessment of the physical condition of the student which includes testing and evaluation of muscular strength and endurance, flexibility, body composition, cardiovascular endurance, skill-related fitness, and aquatic ability. Personality factors will be studied to learn more about stress reduction and lifestyle changes. Information regarding nutrition, weight management, and personal program for lifetime fitness will be presented. Different testing and assessment techniques will be used in this course. *NR*

## Korean

**KOR 1****ELEMENTARY KOREAN****5 Units; 5 hours lecture***Transfers: CSU, UC**Corequisite: KOR 901**Recommended Preparation:**College-level reading ability*

Designed to develop the fundamentals of communicative competence in daily spoken Korean. Emphasis is on reading and writing skills, as well as fundamental aspects of culture. Equivalent to two years high school Korean. *NR*

**KOR 2****ELEMENTARY KOREAN****5 Units; 5 hours lecture***Transfers: CSU, UC**Prerequisite: KOR 1 or two years**of high school Korean**Corequisite: KOR 902*

Designed to further the fundamentals of communicative competence in daily spoken Korean. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**KOR 3****INTERMEDIATE KOREAN****5 Units; 5 hours lecture***Transfers: CSU, UC**Prerequisite: KOR 2 or three**years of high school Korean**Corequisite: KOR 903*

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Korean cultures. *NR*

**KOR 4****INTERMEDIATE KOREAN****5 Units; 5 hours lecture***Transfers: CSU, UC**Prerequisite: KOR 3 or four years**of high school Korean**Corequisite: KOR 904*

Emphasizes fluency in speaking, reading, writing, and comprehension of Korean. Includes selected readings and discussions from the basic four genres in Korean and Korean-American literature, culture, and customs. *NR*

**KOR 21****INTRODUCTION TO KOREAN CULTURE****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation:**College-level reading ability*

Designed to provide a brief overview in English of the Korean culture. Areas of study include geography, history, literature, philosophy, religion, and customs of the Korean people. No prior study of the Korean language or culture is required. *NR*

**KOR 901****KOREAN LANGUAGE LAB****0.25 Unit; 1 hour learning center***Corequisite: KOR 1*

Requires concurrent enrollment in Korean 1. Enhances and provides practice in skills learned in Korean 1 course. *NR*

**KOR 902****KOREAN LANGUAGE LAB****0.25 Unit; 1 hour learning center***Corequisite: KOR 2*

Requires concurrent enrollment in Korean 2. Enhances and provides practice in skills learned in Korean 2 course. *NR*

**KOR 903****KOREAN LANGUAGE LAB****0.25 Unit; 1 hour learning center***Corequisite: KOR 3*

Requires concurrent enrollment in Korean 3. Enhances and provides practice in skills learned in Korean 3 language course. *NR*

**KOR 904****KOREAN LANGUAGE LAB****0.25 Unit; 1 hour learning center***Corequisite: KOR 4*

Requires concurrent enrollment in Korean 4. Enhances and provides practice in skills learned in Korean 4 language course. *NR*

## Library

**LIB 2****ADVANCED INFORMATION COMPETENCY SKILLS: ONLINE SEARCHING****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: LIB 100 or 101*

Develops students' research and information competency skills including using research resources (library catalogs, periodical databases, and internet resources) efficiently and effectively. Students will practice making decisions about focusing their research, finding the best sources and using them appropriately, and citing sources. Students will evaluate information for accuracy, credibility, and bias as a central focus of this course. Students who complete the course will be able to apply these principles to fulfill their research goals in other settings. *NR*

**LIB 100****BASIC INFORMATION COMPETENCY SKILLS: LIBRARY RESEARCH****1 Unit; 1 hour lecture***Transfers: CSU*

Designed to provide the student with an understanding of print and electronic reference sources available in an academic library, as well as research skills that can be used to find information for papers, presentations, and other class assignments. *NR*

**LIB 101****INTERMEDIATE INFORMATION COMPETENCY SKILLS:SEARCH STRATEGIES****1 Unit; 1 hour lecture***Transfers: CSU*

Designed to develop effective search strategies; to locate and critically evaluate information; and to recognize the ethical, legal, and socio-political implications of information. *NR*

## Manufacturing Technology

**MFG 200****INTRODUCTION TO RAPID PROTOTYPING TECHNOLOGY**  
**3 Units; 2 hours lecture; 3 hours lab***Recommended Preparation: ARCH/IDR 50 and 51*

A comprehensive study of rapid prototyping (RP) and Additive Manufacturing (AM). Primary topics will include prototype fundamentals, terminology, machine technology, advantages vs. disadvantages of various technologies, materials and finishing for industry. Features applied laboratory activities in additive manufacturing and post-production finishing or processes on several different rapid prototyping machines. *NR*

**MFG 201****ADVANCED CAD MODEL MAKING AND TOOLING**  
**2 Units; 1 hour lecture; 3 hours lab***Prerequisite: MFG 200**Recommended Preparation: ARCH/IDR 50 and 51*

A comprehensive study of rapid prototyping (RP), additive manufacturing tooling, and secondary processes. Includes stereo lithography (SLA), fused deposition modeling (FDM), three dimensional printing (3DP), and multi-jet modeling (MJM) machine operations. Students apply advanced materials secondary processes and finishing for RP models, resin casting, vacuum forming, silicone mold making and composites. Activities include finishing on several rapid prototyping machines and secondary processing equipment. Magics RP will be used for tool creation and repair of STL files. *NR*

**MFG 202****INDUSTRIAL MATERIALS****2 Units; 2 hours lecture**

Study of metals and non-metals common to industry; mining, physical and chemical properties and uses lattice structure, alloy systems, mechanical tests and characteristics of strength, elasticity, ductility, malleability, heat treatment and surface coatings. *NR*

**MFG 203****INTRODUCTION TO MANUFACTURING PROCESSES****2 Units; 1 hour lecture; 3 hours lab**

Study of modern manufacturing techniques. The use of machine tools, testing devices, and inspection methods and the relation of design to production and assembly. *NR*

**MFG 204****3D COMPUTER AIDED DESIGN – SOLIDWORKS****3 Units; 2 hours lecture; 4 hours lab***Recommended Preparation: DRI/ARCH 50 and 51*

Operation and application of modern computer-aided design using Solidworks. Includes development of 3D computer models from concept to rapid prototyping, component parts, drawings, and assemblies. *NR*

**MFG 205****SILICONE AND URETHANE MOLD MAKING****3 Units; 2 hours lecture; 3 hours lab**

A comprehensive study of silicones and urethanes, their similarities and differences and how they are applied during the mold-making process. Topics will include types of silicones, types of urethanes and common molding practices. This hands-on class will require students to create silicone and urethane molds of various types. Includes vents, sprue, parting lines, and keys. Students will create several types of silicone and urethane molds including open face, two-piece, glove, shell, and reinforced mother molds. Industries that use this type of technology include theater, art, rapid manufacturing, jewelry making, part design, and engineering. *NR*

**MFG 206**  
**RESIN AND FOAM CASTING**  
**3 Units; 2 hours lecture; 3 hours lab**

*Recommended Preparation: MFG 205*

A comprehensive study of resins and foams commonly used in the casting industry, their applications, similarities and differences. Students will learn how to assess the mechanical properties of the casting resins to achieve the best possible casting for a specific project. Students will cast a variety of objects utilizing different materials. Students will use the molds created in the silicone and urethane mold-making class. *NR*

**MFG 207**  
**CNC COMPUTER NUMERICAL CONTROL PROGRAMMING I**  
**3 Units; 2 hours lecture; 4 hours lab**

A basic course in numerical control programming using G and M codes, Computer Numerical Control (CNC). Emphasis will be on verification for numerical control machine tools. Students write, debug, edit and create programs required for successful execution on a CNC Mill. *NR*

**MFG 208**  
**CNC COMPUTER NUMERICAL CONTROL PROGRAMMING II**  
**3 Units; 2 hours lecture; 4 hours lab**

*Recommended Preparation: MFG 207*

Concentrates on practical applications of numerical control programming. Special emphasis will be placed on HSMworks and Mastercam. Students will write, debug, edit and execute programs on Computer Numerical Control (CNC) machines. *NR*

## Marine Science

**MS 4**  
**SOUTHERN CALIFORNIA COASTAL ECOLOGY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Emphasizes subtidal, tidal, coastal and estuarine environments and man's impact on the ecosystem. Field trips may be required to fulfill the objectives of this course. *NR*

**MS 20**  
**INTRODUCTION TO OCEANOGRAPHY**  
**4 Units; 3 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Study of the physical and chemical properties of oceans, with a brief study of the geological and biological operations of the oceanographer. The current thinking of the oceans as economic and natural resources will be stressed including the current techniques for measurement of the physical and chemical properties of the salt-water environment. The laboratory will focus on the basic instrumentation of the oceanographer, beginning with the simplest form. *NR*

**MS 205**  
**MSFS: ANCIENT MARINE WONDERS OF ANZA-BORREGO STATE PARK**

**1 Unit; 0.5 hours lecture; 1.5 hours lab**

Explore the ancient marine geological wonders of Anza-Borrego Desert State Park. Learn about the natural history of this area. Thematic emphasis may vary. Students enrolled in marine science and geology are encouraged to attend. *NR*

**MS 206**  
**MSFS: CALIFORNIA COAST FROM MALIBU TO SANTA BARBARA**

**1 Unit; 0.5 hours lecture; 1.5 hours lab**

Explore the natural history of the California coastline from Malibu to Santa Barbara. Study the marine life, beach processes, and coastal mountains that shape this beautiful area. Thematic emphasis may vary. Students in marine science and geology are encouraged to enroll. *NR*

## Marine Science Technology

**MST 201**  
**MARLINSPIKE SEAMANSHIP**  
**2 Units; 1.5 hours lecture; 1.5 hours lab**

Develop self-reliance and seamanship by studying the fundamentals of knotting, splicing, sail repair, deck seamanship, emergency repair, rigging, and decorative knots. Traditional and modern knotting and splicing are included. *NR*

**MST 202**  
**MARINE WEATHER**  
**3 Units; 3 hours lecture**

Basic principles of meteorology and certain related aspects of oceanography are presented. Intended for individuals in boating and marine related fields where knowledge of weather and sea conditions is essential for safe operation of all sizes of ocean-going craft. *NR*

**MST 210**  
**COASTAL NAVIGATION**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

In-depth study of chart use, navigation aids, plotting, dead-reckoning, piloting, and electronic navigation. Includes analysis of currents and tides, and position finding using visual and electronic means. *NR*

**MST 211**  
**CELESTIAL NAVIGATION**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

Comprehensive coverage of celestial navigation principles intended to develop practical transoceanic navigational skills. Included will be great circle sailing concepts, sight reduction tables, modern line-of position techniques, the sextant and chronometer, and at sea navigational cruises. *NR*

**MST 212**  
**SAILING, SEAMANSHIP, AND BOATING SAFETY**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

Techniques of small-boat handling, rules of the road, coastal piloting, safety at sea, and small-craft maintenance. Emphasis is placed on practical experience gained during at-sea laboratory sessions aboard the college fleet of Capri 14's. Students will complete the California Department of Boating and Waterways Safe Boating Course and obtain a Safe Boating Certificate by the National Association of State Boating Law Administrators. *NR*

**MST 214A  
INTERMEDIATE OCEAN  
SAILING**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: MST 212 or basic sailing skills*

Theory and practical seamanship aspects of maneuvering auxiliary sailboats under power and sail during weekly sailing labs and lectures. Includes theory and practice of efficient sailing, anchoring, meeting emergency situations under sail and planned response to local weather conditions. Also introduces maneuvers under power, rules-of-the-road, aids to navigation and other piloting skills. Information and experience gained will qualify student as boat owner or crew member for knowledgeable sailing in local coastal waters. *NR*

**MST 214B  
ADVANCED CRUISING UNDER  
SAIL**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: MST 214A and basic sailing skills*

Practical advanced seamanship aspects of cruising auxiliary sailboats to the offshore islands during 2 three-day cruising labs and biweekly lectures. Includes theory and practice of provisioning and preparing the vessel, watchstanding, night sailing, and response to emergency situations and weather conditions. Also covers advanced sailing techniques, reviews docking and mooring, safe overnight anchoring, rules of the road/aids to navigation, and piloting skills. Information and experience gained will qualify student as boat owner or crew member for knowledgeable sailing in offshore and Channel Island waters. *NR*

**MST 215  
VESSEL COMMAND AND  
ORGANIZATION**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: MST 214B*

Prepares advanced students for command and organization of crew, provisions, and equipment on board larger auxiliary sailing craft during coastal cruises and among the Channel Islands. Students will supervise preparations for and conduct of actual cruises. Includes supervisions of efficient sailing, safe anchoring, docking and mooring, emergency situations under sail, and planning response to local weather conditions. Also practical application of rules of the road, piloting, and navigational skills. *NR*

**MST 216  
USCG MASTER LICENSE AND  
EXAMINATION PREPARATION  
COURSE**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

Prepares students to pass a United States Coast Guard (USCG) examination to receive a USCG Master or Mate license with a scope of 25-100 gross tons. Students also learn to select the appropriate license grade and scope and how to document the sea time (experience) the USCG requires. *NR*

**MST 218  
ELECTRONIC AIDS TO  
NAVIGATION**

**3 Units; 2.5 hours lecture; 1.5 hours lab**

*Recommended Preparation: MST 210*

A study of the operation and function of electronic navigational aids as they are used on board a vessel at sea. Includes GPS, autopilot, depth meter, chart plotter, and radar with hands-on laboratory sessions practicing techniques for their operation. Students will be able to integrate the various instruments into a cohesive unit for safe navigation of a seagoing vessel. *NR*

**MST 219  
MARINE ECOLOGICAL  
SURVEY/GIS**

**3 Units; 2 hours lecture; 3 hours lab**

*Recommended Preparation: MS 20, GEOG 110*

Integrates the collection of marine coastal and local inshore biological, physical, geological, and chemical data with GIS mapping using GPS navigational technology. Students will collect data, evaluate, and process data collected by others, and develop this data spatially into a format compatible with a GIS grid for manipulation, presentation, and reporting. Basic marine ecological concepts will be explored linking GPS navigational data with global information systems cartography. *NR*

**MST 224  
INTRODUCTION TO CRUISING  
THE CHANNEL ISLANDS**

**1.5 Units; 1 hour lecture; 1.5 hours lab**

Through a combination of classroom lectures and a 3-day sailing voyage, students gain knowledge, skill, and experience in ocean cruising under sail. Provides a foundation of seamanship skills and experience navigating and handling a cruising sailboat. Prepares students for more advanced seamanship courses, and provides experience for personal growth. *NR*

## Mathematics

**MATH 2  
PRE-CALCULUS MATHEMATICS**

**5 Units; 5 hours lecture**

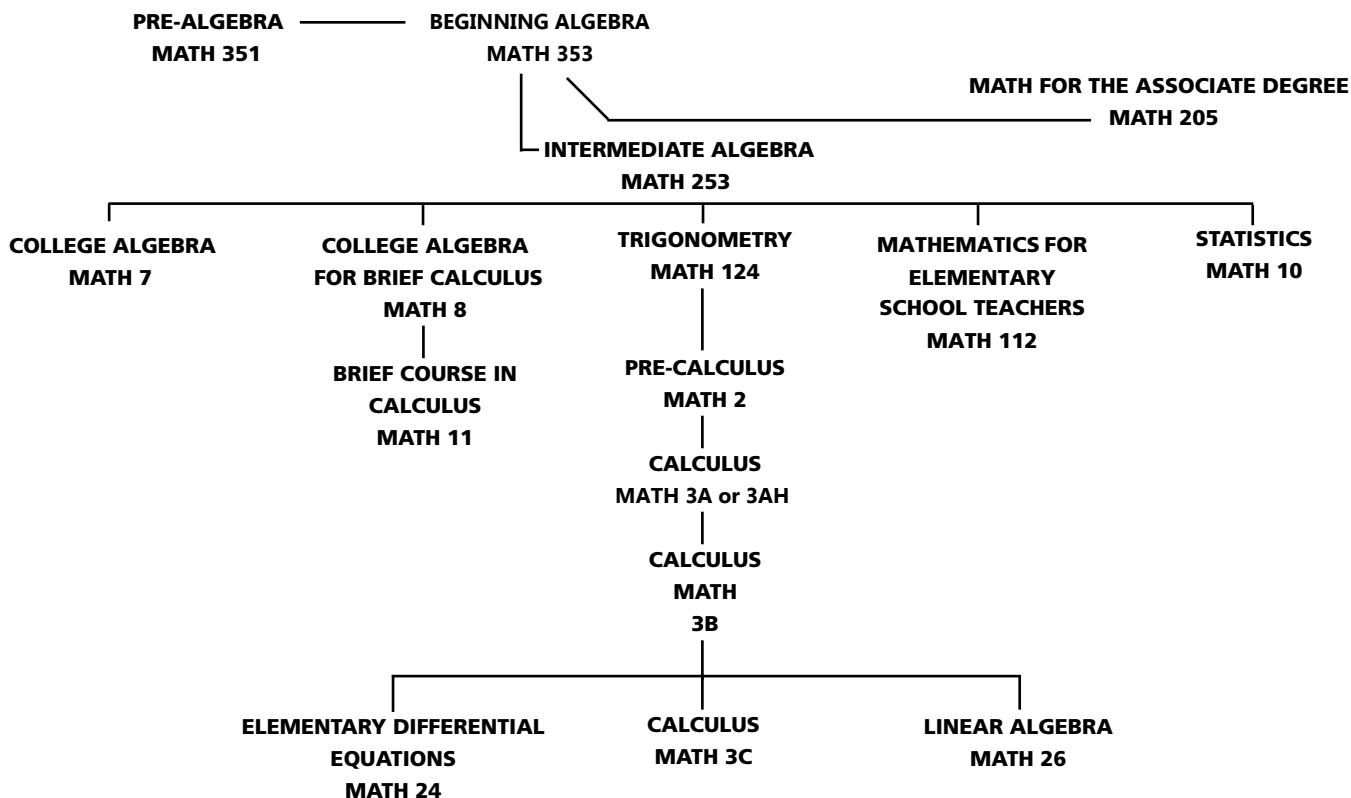
*Transfers: CSU, UC*

*Prerequisite: MATH 124*

This is a pre-calculus course including the elements of college algebra. Topics covered include equations and inequalities, relations and functions, polynomials and rational functions, matrices and determinants, sequences and limits, trigonometric functions, the binomial expansion, curve sketching techniques, DeMoivre's Theorem and complex numbers. *NR*

## Guidelines for Enrollment in Mathematics

### MATHEMATICS COURSE SEQUENCE



## Mathematics

### Advisory on achieving mathematics competency

Students seeking the Associate degree are required to achieve a minimum score on a standardized examination or complete a mathematics course other than MATH 205 and 253 with a grade of C or better. In order to achieve a grade of C or better without repeating a course for a substandard grade, the following strategies are recommended:

1. Students enrolling in mathematics courses are encouraged to plan enrollments in consecutive semesters, satisfying a pre-requisite and enrolling in the next course the following term
2. Select five unit courses, which are scheduled to meet three times per week, or select three unit courses, which meet twice per week
3. Plan to spend a minimum of three hours per week in homework per unit of credit which includes completing all assigned homework. Focus on the steps needed to solve problems, not just selecting the right answer to a problem
4. Notify your instructor by email or telephone if you are having difficulties in the course; schedule office hour appointments with faculty regularly; take advantage of tutoring and other resources that your instructor recommends to you.

If you follow these recommendations, it is possible for you to complete the mathematics requirement without repeating a course. Contact the Division of Math, Science and Engineering if you have questions about specific sections of courses.

**MATH 3A  
ANALYTIC GEOMETRY AND  
CALCULUS**

**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 2*

A first course in differential and integral calculus of a single variable: functions; limits and continuity; techniques and applications of differentiation and integration; Fundamental Theorem of Calculus. *NR*

**MATH 3AH  
HONORS ANALYTIC  
GEOMETRY AND CALCULUS**

**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: Combination of MATH 2, passing grade and score of at least 80% on entrance exam administered by the Math Department*

A first course in differential and integral calculus of a single variable: functions; limits and continuity; techniques and applications of differentiation and integration; Fundamental Theorem of Calculus. This is the Honors version of Math 3A. It covers the above topics in a more thorough and rigorous manner than 3A and introduces students to proof-writing techniques. Credit may be earned in MATH 3A or 3AH, but not both. *NR*

**MATH 3B  
ANALYTIC GEOMETRY AND  
CALCULUS**

**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 3A*

A second course in differential and integral calculus of a single variable: integration; techniques of integration; infinite sequences and series; polar and parametric equations; applications of integration. *NR*

**MATH 3C  
ANALYTIC GEOMETRY AND  
CALCULUS**

**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 3B*

Vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stokes' Theorem, divergence theorem. *NR*

**MATH 7  
COLLEGE ALGEBRA**

**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 253*

This is a college algebra course designed for the general education student. Topics include: polynomial, exponential, and logarithmic functions, polynomial equations, matrices, determinants, and systems of linear equations, sequences, series, mathematical induction, permutations, combinations, the binomial theorem, and conic sections. *NR*

**MATH 8  
COLLEGE ALGEBRA FOR BRIEF  
CALCULUS**

**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 253*

Designed to prepare students for success in: A Brief Course in Calculus (MATH 11). Polynomial, rational, exponential, and logarithmic functions. Matrices, determinants, and systems of linear equations and inequalities. Absolute value equations and inequalities. Polynomial equations and inequalities. *NR*

**MATH 10  
INTRODUCTION TO STATISTICS**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 253*

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. *NR*

**MATH 11  
A BRIEF COURSE IN CALCULUS**

**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 8*

Presents a study of the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied. *NR*

**MATH 24  
ELEMENTARY DIFFERENTIAL  
EQUATIONS**

**4 Units; 4 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 3B*

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. *NR*

**MATH 26  
INTRODUCTION TO LINEAR  
ALGEBRA**

**4 Units; 4 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: MATH 3B*

Develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included. *NR*

**MATH 112  
MATHEMATICS FOR  
ELEMENTARY SCHOOL  
TEACHERS**

**5 Units; 5 hours lecture**

*Transfers: CSU*

*Prerequisite: MATH 253*

Focuses on the development of quantitative reasoning skills through in-depth, activity-based explorations of topics in mathematics, including real numbers systems, subsystems, geometric concepts in two- and three-dimensional space, and descriptive statistics. Emphasis is on comprehension and analysis of mathematical concepts and applications of logical reasoning. *NR*



**MATH 124**  
**TRIGONOMETRY**  
**3 Units; 3 hours lecture**  
*Transfers: CSU*  
*Prerequisite: MATH 253*

An introduction to trigonometric functions with emphasis on both the unit circle and the right triangle methodologies. *NR*

**MATH 205**  
**MATH FOR THE ASSOCIATE DEGREE**  
**3 Units; 3 hours lecture**  
*Prerequisite: MATH 353*

Learn problem solving skills and analytical thinking to investigate areas such as consumer concerns, probability, statistics, and mathematics in the work place. This course meets the minimum general education mathematics requirement and is not a prerequisite for higher level math courses. This course is designed for students not intending to transfer. *NR*

**MATH 253**  
**INTERMEDIATE ALGEBRA**  
**5 Units; 5 hours lecture**  
*Prerequisite: MATH 353*

Further study of the real-number system, open sentences in one variable, polynomials and factoring, systems of linear equations, functions and sequences, rational numbers and functions, irrational and complex numbers, quadratic equations and functions, exponential and logarithmic functions, quadratic relations and systems. *NR*

**MATH 351**  
**PRE-ALGEBRA MATHEMATICS**  
**3 Units; 3 hours lecture**

Designed for those needing a rapid review of arithmetic before taking a more advanced course. The fundamentals of arithmetic computations with whole numbers and decimals will be discussed very briefly. Computations with fractions and integers will be covered in depth. Problem solving techniques involving ratio, proportion, percent, geometric formulas, and linear algebraic equations will be applied to real world situations. *NR*

**MATH 353**  
**BEGINNING ALGEBRA**  
**5 Units; 5 hours lecture**  
*Prerequisite: MATH 351*

An introduction to the basic properties of real numbers, numbers and sets, operations with real numbers, solving linear and quadratic equations, and inequalities in one variable, systems of equations, operations with fractions, functions, relations and graphs, operations with polynomials, special products and factoring (formerly MATH 251). *NR*

## Medical Assisting

**MA 206**  
**INTRODUCTION TO MEDICAL ASSISTING**  
**3 Units; 3 hours lecture**

Introduces the career of medical assisting. Discusses the history and evolution of health care; health care settings; roles and responsibilities of healthcare professionals and other health care workers; law and ethics for medical assistants; emergency preparation; preparing for the job search; and medical office management fundamentals. Letter Grade Only. *NR*

**MA 211A**  
**MEDICAL RECEPTION TECHNIQUES**  
**2.5 Units; 2.5 hours lecture**

Provides development of selected medical front-office skills. Includes the primary reception techniques of oral communication, telephone procedures, and scheduling systems, including referral appointments. Letter grade only. *NR*

**MA 211B**  
**PHYSICAL-EXAMINATION PROCEDURES**  
**3 Units; 2 hours lecture; 3 hours lab**

Includes selected medical office clinical skills of physical measurements, recording medical histories and assisting with general physical and specialty examinations. An introduction to radiology and physical therapy is included to assist in patient scheduling and patient instruction. Letter grade only. *NR*

**MA 212A**  
**MEDICAL OFFICE FINANCIAL PROCEDURES**  
**2.5 Units; 2.5 hours lecture**

Develops selected medical front office financial skills. Includes medical billing, credit arrangements, collections, bookkeeping, banking procedures, medical office equipment and facilities management. Letter grade only. *NR*

**MA 212B**  
**MEDICAL OFFICE LABORATORY PROCEDURES**  
**3 Units; 2 hours lecture; 3 hours lab**

Develops selected medical-office laboratory skills. Includes techniques necessary to perform the procedures related to urine and blood testing, including venipuncture. Meets state requirement for medical assistant phlebotomy and skin puncture certificate. Letter grade only. *NR*

**MA 213A**  
**MEDICAL RECORDS MANAGEMENT**  
**2.5 Units; 2.5 hours lecture**

Develops selected medical front-office skills including medical forms, patient records, legal aspects of medical records, filing systems, filing procedures and written communication. Letter grade only. *NR*

**MA 213B**  
**MEDICAL ASEPSIS AND SURGICAL PROCEDURES**  
**3 Units; 2 hours lecture; 3 hours lab**

Develops selected medical-office clinical skills including medical and surgical asepsis, minor surgical techniques and medical office facilities and equipment management. Letter grade only. *NR*

**MA 214B**  
**MEDICATION ADMINISTRATION FOR MEDICAL ASSISTANTS**  
**3 Units; 2 hours lecture; 3 hours lab**

Develops techniques in medication administration. Includes instruction and laboratory practice in pharmacology, pharmacology mathematics, and the procedures involved in oral and injectable medication administration. Meets state requirement for medical assistant injections. Certificate awarded for intramuscular, subcutaneous, and intradermal injections. Letter grade only. *NR*

**MA 217A**  
**MEDICAL ASSISTING CLINICAL**  
**EXPERIENCE--ADMINISTRATIVE**  
**3 Units; 9 hours lab**

*Prerequisite: Enrollment in Medical Assistant Program and completion of MA 206, 211A, 212A, 213A, HSC 201, 222, 233, and MA 224A, 226A, 228A, 260*  
*Limitation: (1) Must have current Basic Life Support CPR card for Healthcare Providers; (2) Must have professional liability insurance; (3) Physical examination and health clearance are required*

Provides supervised directed practice in a physician's office, medical clinic, or other allied health facility. This experience will emphasize development of medical front-office skills with consideration for ethical and legal concepts. Assists students in dealing with problems encountered in the work setting. Letter grade only.  
 NR

**MA 217B**  
**MEDICAL ASSISTING CLINICAL**  
**EXPERIENCE CLINICAL**  
**3 Units; 9 hours lab**

*Prerequisite: Enrollment in Medical-Assistant Program and completion of MA 206, 211B, 212B, 213B, 214B, 218B, 260, HSC 201, 222, 233.*  
*Limitation: (1) Must have current Basic Life Support CPR card for Healthcare Providers; (2) Must have professional liability insurance; (3) Physical examination and health clearance are required*

Provides supervised directed practice in a physician's office or medical clinic. This experience will emphasize development of clinical back-office skills with consideration for ethical and legal concepts. Assists students in dealing with problems encountered in the work site. Letter grade only.  
 NR

**MA 217C**  
**MEDICAL-ASSISTING CLINICAL**  
**EXPERIENCE COMPREHENSIVE**  
**3 Units; 9 hours lab**

*Prerequisite: Enrollment in Medical-Assistant Program and completion of HSC 201, 222, 233, MA 206, 211A, 211B, 212A, 212B, 213A, 213B, 214B, 218B, 224A, 226A, 228A, and 260*

*Limitation: (1) Must have current Basic Life Support CPR card for Healthcare Providers; (2) Must have professional liability insurance; (3) Physical examination and health clearance are required*

Provides supervised directed practice in a physician's office or medical clinic. This experience will emphasize development of medical front-office and clinical back-office skills with consideration for ethical and legal concepts. Scheduled class sessions will assist the student in dealing with problems encountered in the work-experience setting. Letter grade only.  
 NR

**MA 218B**  
**ELECTROCARDIOGRAPHY FOR**  
**THE MEDICAL ASSISTANT**  
**2 Units; 1 hour lecture; 2 hours lab**

Provides basic instruction in electrocardiography theory and technique for the clinical medical assistant or electrocardiographer. Includes a review of the structure and function of the heart, the electrocardiograph and its function, and the correct technique for performing an electrocardiogram with student "hands-on" involvement. Letter grade only. NR

**MA 224A**  
**BASIC MEDICAL INSURANCE**  
**3 Units; 3 hours lecture**

Introduces students to basics of medical billing. Covers the various insurance plans, and various payment methods for medical office and professional/ambulatory care billing. Covers terminology related to reimbursement and completion of claim forms. Letter grade only (formerly INSR 224A). NR

**MA 226A**  
**FUNDAMENTALS OF**  
**CPT/AMBULATORY CODING**  
**FOR MEDICAL ASSISTANTS**  
**3 Units; 3 hours lecture**

*Recommended Preparation: HSC 201*

Provides instruction and practice in basic CPT and other ambulatory procedural coding for physician and other outpatient/ambulatory services. Covers format, conventions, guidelines, and use of CPT/HCPCS. Letter grade only (formerly INSR 226A). NR

**MA 228A**  
**FUNDAMENTALS OF ICD**  
**CODING**

**3 Units; 3 hours lecture**  
*Recommended Preparation: HSC 201*

Designed for students to understand the format and use of the ICD. Covers general and chapter-specific guidelines for coding for medical office and professional/ambulatory care settings. Students will also gain knowledge about the symbols and conventions of the ICD, as well as ethics in coding. Letter grade only (formerly INSR 228A). NR

**MA 260**  
**COMPUTER**  
**APPLICATIONS/EHR IN HEALTH**  
**CARE**  
**3 Units; 2.5 hours lecture; 1.5 hours lab**

Provides orientation to office-based computer applications including electronic health records (EHR), scheduling electronic appointments, electronic spreadsheets, health information systems and billing. Focuses on electronic health records and medical billing. Letter grade only (formerly INSR 260). NR

## Medical Laboratory Technology

### MLT 210 INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION

**1 Unit; 1 hour lecture**

Introduces the student to the functions and duties of a Medical Laboratory Technician (MLT) and compares and contrasts these duties to the Clinical Laboratory Scientist (CLS). The student will be introduced to clinical laboratory safety issues, regulatory agencies, infection control policies, and professional responsibilities relevant to other departments of health care. The student will study medical terminology, patient's bill of rights, and the professional standards of the medical laboratory technician, proper phlebotomy technique, specimen processing, computer skills and data management systems within the clinical laboratory. *NR*

### MLT 211 BASIC LABORATORY PROCEDURES

**1 Unit; 1 hour lecture**

*Recommended Preparation:*  
**MATH 205 or 253**

Designed to introduce the student to basic clinical laboratory procedures common to all diagnostic-related tasks. Emphasis will be placed on proper use of manual pipettes and semi-automated micropipettors, preparation of serial dilutions, making buffers and reagents from stock solutions, calibration and use of balances, sterile techniques, centrifuges and spectrophotometers. Introduction to basic laboratory math and statistics. *NR*

### MLT 230 CLINICAL CHEMISTRY **5 Units; 5 hours lecture; 1 hour lab**

*Prerequisite: Official admission to the MLT program*

Includes general laboratory principles and specific basic instrumentation methodologies used in the clinical lab. Introduces pre-analytical variables, electrolytes and trace elements and their relationship to acid base balance, and enzyme kinetics. Studies relationships between the endocrine system analytes, including tumor markers, therapeutic drugs, and toxicology. Studies the clinical relevance of vitamin assays. Examines the correlation between test results and disease states for liver, kidney, and pancreatic functions assays. Introduces students to body fluid assays and correlation with disease states. Includes review of QA and QC. *NR*

### MLT 232 CLINICAL MICROBIOLOGY **3 Units; 3 hours lecture**

*Prerequisite: MLT 210 & Official Admission Into the MLT Program*

*Recommended Preparation:*  
**MLT 211**

Students learn how to identify microorganisms of medical microbiology with emphasis on the characteristics of clinically significant microorganisms and their biochemical profile, media for isolation, and identification methods for selected pathogens. Introduces identification methods, theories, and techniques used in basic bacteriology parasitology, and mycology. Emphasizes routine identification. *NR*

### MLT 235 CLINICAL URINALYSIS **1 Unit; 1 hour lecture**

*Prerequisite: MLT 211 & Official Admission Into the MLT Program*

*Recommended Preparation:*  
**MLT 210**

Includes various properties and constituents of urine. Emphasis is placed on interpretation of theory and methodology of qualitative and quantitative clinical analysis of urine. The student will be able to accurately compare and contrast the methods of analysis to normal function of the kidney, and examine urine physically, chemically, and microscopically. Requires comparison of clinical values as related to the physiology of the urinary system in health and disease. *NR*

### MLT 236 CLINICAL HEMATOLOGY AND COAGULATION **3 Units; 3 hours lecture; 1 hour lab**

*Prerequisite: Official admission to the MLT program*

The study of hematologic disorders, normal and abnormal cell development, morphology, symptoms of hematologic disease and related testing. Presents an overview of the hemostatic process, diseases, and laboratory evaluations. Includes normal values and abnormal results, specimen processing and quality control. *NR*

### MLT 242 CLINICAL CHEMISTRY PRACTICUM

**4 Units; 12.5 hours lab**

*Prerequisite: MLT 230*

*Limitation: Completion of all required didactic courses and acceptance into a clinical site.*

Provides entry-level clinical laboratory practice and experience in the department of general and special chemistry. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations. *NR*

### MLT 243 CLINICAL IMMUNOLOGY/ IMMUNOHEMATOLOGY **3 Units; 3 hours lecture**

*Prerequisite: MLT 236 & Official Admission into the MLT Program*

Introduces the basic principles of antigen and antibody reactions and serological procedures. Includes accurate measurement strategies. *NR*

### MLT 244 CLINICAL HEMATOLOGY, COAGULATION, AND URINALYSIS PRACTICUM **4 Units; 12.5 hours lab**

*Prerequisite: MLT 236*

*Limitation: Completion of all required didactic courses and acceptance into a clinical site.*

Provides entry-level clinical laboratory practice/experience in the department of hematology, coagulation, and urinalysis. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as tech/manual methods. Competence will be evaluated based on final clinical evaluations. *NR*

**MLT 252  
CLINICAL MICROBIOLOGY  
PRACTICUM**

**4 Units; 12.5 hours lab**

*Prerequisite: MLT 232*

*Limitation: Completion of all required didactic courses and acceptance into a clinical site.*

Provides entry-level clinical laboratory practice and experience in the department of microbiology. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as numerous bench/manual techniques. Competence will be evaluated based on final clinical evaluations. *NR*

**MLT 253  
CLINICAL  
IMMUNOLOGY/IMMUNOHEM  
ATOLOGY PRACTICUM**

**3 Units; 10 hours lab**

*Prerequisite: MLT 243 & MLT 244 or MLT 242 or MLT 252*

*Limitation: Completion of all required didactic courses and acceptance into a clinical site.*

Provides entry-level clinical laboratory practice and experience in the department of immunology/serology, and immunohematology. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations. *NR*

## Music

**MUS 1  
THE BASICS OF MUSIC  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Emphasizing the principles and procedures of music: rhythm and pitch notation, scales (major, minor, modal), key signatures, intervals, chord structures, sight-singing, dictation, and keyboard. *NR*

**MUS 10  
HARMONY I  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*MUS 1*

An intensive study of diatonic harmony in major and minor modes; roman numeral analysis; part-writing using root position triads; harmonization of a given melody; non-harmonic tones; strophic, binary, and ternary forms. *NR*

**MUS 11  
HARMONY II  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*MUS 10*

An intensive study of advanced diatonic and chromatic harmony in major and minor modes; secondary chords; modulation; part-writing using triads and 7th chords; variation, rondo, and sonata forms. *NR*

**MUS 12  
HARMONY III  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*MUS 11*

A study of chromatic harmony as practiced in the 19th century. Includes 9th, 11th and 13th chords, altered chords, mode mixture, and augmented 6th and Neapolitan chords as well as 19th century formal models. *NR*

**MUS 14  
JAZZ COMPOSITION AND  
ARRANGING**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*MUS 11*

A study of the traditional and popular use of intervals, modes, rhythms, meters, notation of scales, structure notation, and use of traditional and popular chords and progressions. Emphasis will be placed on the traditional and popular concepts of melodic writing for popular and jazz music. Students are limited to a combined total of four enrollments in MUS 14, 15, and 119. *NR*

**MUS 15  
MUSIC COMPOSITION  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*MUS 1*

The emphasis in this course is on original composition. Study of instrumentation and orchestration will also be included, as will analysis of applicable literature. Students are limited to a combined total of four enrollments in MUS 14, 15, and 119. *NR*

**MUS 20  
MUSIC APPRECIATION  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of musical forms and important composers and their works from the Middle Ages through the 21st century. Stylistic concepts for each period will be studied and demonstrated. Students are limited to a combined total of four enrollments in MUS 20, 23, and 24. *NR*

**MUS 23  
INTRODUCTION TO WORLD  
MUSIC**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of the music of the world's peoples, including North, Central, and South American, African, European, Indonesian, and Asian musics and their influence on music of the United States. This course will also cover basic ethnomusicological skills. Students are limited to a combined total of four enrollments in MUS 20, 23, and 24. *NR*

**MUS 24  
MUSIC SINCE 1900  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A study of a cross-section of 20th and 21st music and musicians. A study of the music, musical styles, and major composers of classic, jazz, and film music. The stylistic concepts used by such composers as Stravinsky, Bartok, Schoenberg will be examined and demonstrated. The musical life and contributions of each composer will be studied. Students are limited to a combined total of four enrollments in MUS 20, 23, and 24. *NR*

**MUS 27  
HISTORY OF JAZZ  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Explore America's only indigenous art form from Blues to New Age. A study of the elements of jazz tracing the development and evolution of the styles and structures of jazz from its beginning to the present time. Students are limited to a combined total of four enrollments in MUS 27 and 28. *NR*

**MUS 28**  
**HISTORY OF ROCK**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A study of the elements of rock music tracing the development and evolution of its styles and structures, including sociological and political aspects, from rock's beginning to the present time. Students are limited to a combined total of four enrollments in MUS 27 and 28. *NR*

**MUS 31**  
**CHAMBER CHOIR**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Limitation: Audition with college staff*

This ensemble will perform major works for chamber choir primarily from, but not limited to, the 17th and early 18th centuries. Emphasis is placed on recent research in authentic performance practices. Different literature will be performed each semester. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 232, 233, and 234. *R-E-2*

**MUS 32**  
**SINGING SOCIETY**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Limitation: Audition with college staff*

Choral/orchestral performance of the oratorio repertoire of the late 18th and 19th centuries is offered. The repertoire includes oratorios of Handel, Haydn, Mendelssohn and other composers of the period. Rehearsals include study of historical perspective of the oratorio society as a social phenomenon of the Industrial Revolution, and the changing role of the composer, conductor and music critic in the 19th century society. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 232, 233, and 234. *NR*

**MUS 33**  
**MODERN MASTERWORKS:**  
**CHORALE**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Limitation: Audition with college staff*

Students will perform choral repertoire of the 20th century, with special emphasis on larger choral/orchestral works by English and American composers in contemporary society, commissioning and performance of new works, and study of the 20th century harmonic and textural vocabulary as seen in this repertoire. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 232, 233, and 234. *NR*

**MUS 34**  
**EARLY MUSIC ENSEMBLE**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Limitation: Audition with college staff*

Students will perform sacred and secular repertoire suitable for chamber ensemble from the 15th to 17th centuries. Unaccompanied works and music with instrumental accompaniment are included. Emphasizes a cultivation of skills needed to sing music from a variety styles within the Early, Renaissance, and through the pre-Baroque era. Students are limited to a combined total of four enrollments in MUS 34 and 35. *NR*

**MUS 35**  
**CONTEMPORARY CHOIR**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Limitation: Audition with college staff*

Study and performance of sacred and secular repertoire suitable for vocal chamber ensemble of 20th and 21st century composers. Unaccompanied works and music with instruments or keyboard accompaniment are included. Singers will develop skills required for performance of both traditional and avant-garde choral composition. Students are limited to a combined total of four enrollments in MUS 34 and 35. *R-E-3*

**MUS 39**  
**COMMERCIAL MUSIC**  
**ENSEMBLE**  
**2 Units; 2 hours lecture; 1 hour lab**

*Transfers: CSU, UC*

*Limitation: Audition with college staff*

Rehearsal and performance of commercial songs and material including but not limited to the blues, classic rock 'n' roll, folk rock standards, hip-hop, current popular music, electronic music and original material. Open to instrumentalists, midi instruments/controllers, vocalists, emcees and DJs. Public performance required (formerly MUS 122). Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187. *NR*

**MUS 41**  
**SYMPHONIC WIND ENSEMBLE**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: Previous instrumental training and demonstrated proficiency*

An elite concert band, playing the finest traditional and contemporary band literature available. Emphasis is on a high degree of individual musicianship and fine ensemble playing. Formal concert to be given with outstanding guest soloist and/or conductors. This course is offered as open-entry/open-exit. *R-E-3*

**MUS 42**  
**SYMPHONIC ORCHESTRA**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: Previous experience in an instrumental group*

Studies and performance of standard orchestral literature. Public performance required for credit. This course is offered as open-entry/open-exit. *R-E-3*

**MUS 43**  
**STRING ORCHESTRA**  
**2 Units; 1 hour lecture; 3 hours lab**

*Transfers: CSU, UC*

*Recommended Preparation: Previous experience in performing groups*

Study of string literature from baroque, classical, romantic, and 20th and 21st century eras of music. Designed to read, study, and perform orchestral literature written especially for strings. Offered as open-entry/open-exit. *NR*

**MUS 46****JAZZ IMPROVISATION****1.5 Units; 1 hour lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation: MUS 10 or placement audition*

Study of jazz theory, transcription, awareness of historically important jazz improvisors, and internationalization of jazz rhythm. Develop technical command of instrument. Foster the ability to create. Students are limited to a combined total of four enrollments in MUS 46, 240, and 297. NR

**MUS 47****SADDLEBACK COLLEGE BIG BAND****2 Units; 1 hour lecture; 3 hours lab***Transfers: CSU, UC**Limitation: Enrollment by audition only*

Performance of big band music by members of the community above high-school sophomore level. Very high standards of individual and ensemble performance are expected. The student can expect to be exposed to the very best and most demanding of the literature available in the jazz idiom. Members of this band will perform several times during the term at events both on and off campus. Offered as open-entry/open-exit. Students are limited to a combined total of four enrollments in MUS 47, 246, and 247. R-E-3

**MUS 50****APPLIED MUSIC****1 Unit; 3 hours lab***Transfers: CSU, UC**Limitation: College audition and concurrent enrollment in performance ensemble*

Individual instruction at the advanced level in voice, piano, or instrumental music. Designed to develop technical competence, stylistic interpretation, and performance practice. Students are limited to a combined total of four enrollments in MUS 50. R-E-3

**MUS 54A****BEGINNING PIANO I****2 Units; 2 hours lecture; 1 hour lab***Transfers: CSU, UC*

A first level introductory course in piano, with instruction in elementary music-reading, repertoire, piano technique, tone production, sight-reading, keyboard harmony, and performance styles for music and non-music majors at a first-year level. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56. NR

**MUS 54B****BEGINNING PIANO II****2 Units; 2 hours lecture; 1 hour lab***Transfers: CSU, UC**Prerequisite: MUS 54A or demonstrated proficiency*

A second level introductory course in piano, with instruction in music reading, repertoire, piano technique, tone production, sight-reading, keyboard harmony, and performance styles for music and non-music majors at a first-year level. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56. NR

**MUS 55A****INTERMEDIATE PIANO I****2 Units; 2 hours lecture; 1 hour lab***Transfers: CSU, UC**Prerequisite: MUS 54B*

Secondary Level Piano Course with instruction in selected major and minor scales, piano technique, tone production, sight-reading, building of repertoire and performance styles. Includes technical and interpretive development of piano performance ability at a third semester level. Keyboard harmony will be emphasized. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56. NR

**MUS 55B****INTERMEDIATE PIANO II****2 Units; 2 hours lecture; 1 hour lab***Transfers: CSU, UC**Prerequisite: MUS 55A*

Secondary Level Piano Course with continuing instruction on all major and minor scales, piano technique, first and second chord inversions, tone production, sight-reading, building of repertoire and performance styles, and heightened emphasis on ensemble performance. Includes technical and interpretive development of piano performance ability at a fourth semester level. Keyboard harmony will be emphasized. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56. NR

**MUS 56****ADVANCED PIANO****2.5 Units; 2 hours lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation: MUS 55B or four years of piano study*

This course is of a "Master Class" or a workshop character, and for the student interested in furthering his or her understanding of musical styles through careful study and performance of Baroque, Classic Romantic and Contemporary piano literature. Works and performance are thoroughly analyzed and discussed as to style, interpretation and technical problems. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56. NR

**MUS 58****PIANO REPERTOIRE AND PERFORMANCE PROCEDURES****2.5 Units; 2 hours lecture; 2 hours lab***Transfers: CSU, UC**Recommended Preparation: MUS 55A or B or demonstrated proficiency*

The study of important piano solo literature from Bach to contemporary with emphasis on technique and procedures in solo-performance preparation. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257. NR

**MUS 60**  
**BEGINNING CLASSICAL GUITAR**  
**1 Unit; 1 hour lecture; 1 hour lab**  
*Transfers: CSU, UC*

Emphasizes solo finger-style guitar playing on acoustic nylon-string guitar. Beginning-level music reading. No previous experience necessary. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 173, and 260. *NR*

**MUS 61**  
**INTERMEDIATE CLASSICAL GUITAR**  
**1 Unit; 1 hour lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 60*

Solo and ensemble fingerstyle playing on acoustic nylon-string guitar. Intermediate level music reading. Chordal accompaniment. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 173, and 260. *NR*

**MUS 62**  
**ADVANCED CLASSICAL GUITAR**  
**2 Units; 1 hour lecture; 3 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 61*

Solo and ensemble fingerstyle playing on acoustic nylon-string guitar. Advanced-level music reading and techniques. Advanced accompaniment techniques. Building repertoire and performance skills. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 173, and 260. *NR*

**MUS 63**  
**ENSEMBLE TECHNIQUES FOR 21ST CENTURY**  
**2 Units; 1 hour lecture; 3 hours lab**  
*Transfers: CSU, UC*  
*Limitation: Audition with college staff*

Designed to aid the individual in developing the ability to perform in small instrumental ensemble groups, studying the music of late 20th and early 21st centuries. Pianists, string, woodwind, and guitar players will study standard repertoire as well as newer compositions. Students are limited to a combined total of four enrollments in MUS 63, 66, and 266. *NR*

**MUS 64**  
**PIANO ENSEMBLE**  
**1.5 Units; 1 hour lecture; 2 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 55A or demonstrated proficiency*

The ensemble study of the literature of duo-piano including four and eight hands, both original and transcribed. Particular emphasis will be given to style, interpretation, techniques of ensemble playing and sight-reading. Students are limited to a combined total of four enrollments in MUS 64 and 65. *NR*

**MUS 65**  
**PIANO ACCOMPANYING**  
**1.5 Units; 1 hour lecture; 2 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 55A or two years of piano study*

Studies techniques of instrumental and vocal accompaniment through actual accompanying experience. Particular emphasis will be given to style, interpretation and techniques of accompanying and sight-reading. Students are limited to a combined total of four enrollments in MUS 64 and 65. *R-E-3*

**MUS 66**  
**CHAMBER MUSIC**  
**2 Units; 1 hour lecture; 3 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: Two years of instrumental training*

Chamber music is designed for pianists, string, woodwind and brass players to study chamber-music works from the standard repertoire. Emphasis will be given to student performances in concerts and recitals. Students are limited to a combined total of four enrollments in MUS 63, 66, and 266. *NR*

**MUS 75**  
**STRING LITERATURE**  
**2 Units; 1 hour lecture; 3 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: Two years of instrumental training*

Designed to analyze and perform traditional and contemporary string literature from 18th century to present day. *NR*

**MUS 78**  
**KEYBOARD LITERATURE/INTERPRETATION – BAROQUE AND CLASSICAL**  
**3 Units; 3 hours lecture**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 55A or demonstrated keyboard proficiency*

Keyboard Literature of Baroque and Classical Periods, their performance traditions and interpretation. Expands knowledge of keyboard music history and performance. Great performers of the past and their legacy. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257. Formerly MUS 180. *NR*

**MUS 80**  
**BEGINNING VOICE**  
**1.5 Units; 1 hour lecture; 2 hours lab**  
*Transfers: CSU, UC*

Emphasizes vocal techniques, including tone production, breath control, and pronunciation, as well as music literature. Students are limited to a combined total of four enrollments in MUS 80, 81, and 82. *NR*

**MUS 81**  
**INTERMEDIATE VOICE**  
**1.5 Units; 1 hour lecture; 2 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 80*

Techniques of singing without the aid of a microphone. Application of this study in vocalization and repertoire. Students are limited to a combined total of four enrollments in MUS 80, 81, and 82. *NR*

**MUS 82**  
**VOCAL REPERTOIRE AND PERFORMANCE PROCEDURES**  
**1.5 Units; 1 hour lecture; 2 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 81*

A survey of concert literature available for various voice categories. Emphasis will be placed on the instruction and practice of presenting material from operas, concerts and musicals. Students are limited to a combined total of four enrollments in MUS 80, 81, and 82. *NR*

**MUS 86**  
**INTRODUCTION TO HARPSICHORD TECHNIQUE AND LITERATURE**  
**2 Units; 2 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 55A or demonstrated keyboard proficiency*

Introductory Study of Harpsichord, its history, performance practices, technique and repertory. Masterclass format. Students will learn Renaissance and Early Baroque pieces written for harpsichord, as well as basic ornaments, dynamics and articulation on the instrument. Emphasis on short pieces from English Virginal and Italian Cembalo schools of the 17th century. Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89. Formerly MUS 106. NR

**MUS 87**  
**HARPSICHORD LITERATURE AND TECHNIQUE II – LATE BEGINNER**  
**2 Units; 2 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 86 or demonstrated harpsichord proficiency*

Second semester study of Harpsichord, its history, performance practices, technique and repertory. Masterclass format. Students will review Renaissance and early Baroque pieces written for harpsichord, and will study mid-Baroque (up to 1680s) pieces and their ornaments, fingering, dynamics and articulation on the instrument. Emphasis on short pieces from German and French harpsichord schools of the mid-late 17th century. Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89. Formerly MUS 107. NR

**MUS 88**  
**HARPSICHORD LITERATURE AND TECHNIQUE III – EARLY INTERMEDIATE**  
**2 Units; 2 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 87 or demonstrated harpsichord proficiency*

Third semester study of Harpsichord, its history, performance practices, technique and repertory. Masterclass format. Students will learn high Baroque and Galant styles pieces written for harpsichord, as well as ornaments, fingering, dynamics and articulation on the instrument. Emphasis on pieces from Spanish, Italian and German harpsichord schools of the 18th century (High Baroque). Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89. Formerly MUS 108. NR

**MUS 89**  
**HARPSICHORD LITERATURE AND TECHNIQUE IV – LATE INTERMEDIATE**  
**2 Units; 2 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 88 or demonstrated harpsichord proficiency*

Fourth semester study of Harpsichord, its history, performance practices, technique and repertory. Masterclass format. Students will learn pieces from Renaissance, Baroque, Galant, Early Classical and Contemporary styles written for harpsichord, as well as ornaments, fingering, dynamics tempi, varied repeats and articulation on the instrument. Emphasis on pieces from French Clavecin school of the 18th century (High Baroque), early Classical/Galant and Contemporary styles. Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89. Formerly MUS 109. NR

**MUS 92**  
**MUSICIANSHIP I**  
**1 Unit; 3 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 1*

Sight-reading, ear training, and dictation of diatonic melodies and harmonies; rhythmic reading and dictation. Students are limited to a combined total of four enrollments in MUS 92, 93, and 94. NR

**MUS 93**  
**MUSICIANSHIP II**  
**1 Unit; 3 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 92*

Sight-reading, ear training, and dictation of advanced diatonic melodies and harmonies; rhythmic reading and dictation. Required of all music majors. Students are limited to a combined total of four enrollments in MUS 92, 93, and 94. NR

**MUS 94**  
**MUSICIANSHIP III**  
**1 Unit; 3 hours lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 93*

Includes advanced sight-reading, ear training, and dictation of chromatic melodies and harmonies; rhythmic reading and dictation; keyboard harmony. Students are limited to a combined total of four enrollments in MUS 92, 93, and 94. NR

**MUS 96**  
**INTRODUCTION TO ORGAN TECHNIQUE AND LITERATURE CLASS**  
**2 Units; 2 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 55A or demonstrated keyboard proficiency*

Introduction to organ manual and pedal techniques, basic registration, hymn playing and organ literature. Performance of simple compositions, accompaniments and hymn tunes. Baroque organ style interpretation. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99. Formerly MUS 102.NR

**MUS 97**  
**ORGAN TECHNIQUE AND LITERATURE CLASS LATE BEGINNING**  
**2 Units; 2 hours lecture; 1 hour lab**  
*Transfers: CSU, UC*  
*Recommended Preparation: MUS 96*

Second semester instruction in keyboard and pedal techniques, registration, basic hymn playing and organ literature. Performance of compositions for manuals and pedals, accompaniments and hymns. Classical style performance practice and interpretation. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99. Formerly MUS 103. NR



**MUS 98**  
**ORGAN TECHNIQUE AND**  
**LITERATURE CLASS**  
**INTERMEDIATE (A), EARLY**  
**2 Units; 2 hours lecture; 1 hour**  
**lab**

*Transfers: CSU, UC*

*Recommended Preparation: MUS 97 or demonstrated organ proficiency.*

Instruction in keyboard and pedal techniques, registration, articulation, hymns and organ literature. Performance of organ compositions with pedals, accompaniments and hymn tunes. Romantic Organ Music Interpretation. Performance Practice. Basic Concert Procedures. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99. Formerly MUS 104. *NR*

**MUS 99**  
**ORGAN TECHNIQUE AND**  
**LITERATURE CLASS**  
**INTERMEDIATE (B), LATE**  
**2 Units; 2 hours lecture; 1 hour**  
**lab**

*Transfers: CSU, UC*

*Recommended Preparation: MUS 98 or demonstrated organ proficiency.*

Instruction in keyboard and pedal techniques, registration, articulation, phrasing, dynamics, ornaments and varied repeats in hymns and standard organ literature. Performance of organ compositions for manuals with pedal, accompaniments and hymn tunes. Historical Performance Practice. Contemporary Organ style. Concert Procedures. Recital Performance. Late Intermediate Level. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99. Formerly MUS 105. *NR*

**MUS 117**  
**POPULAR SONGWRITING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation: MUS 1*

Explores the popular music songwriting process. Emphasis will be placed on the mechanics of music: rhythm, form, styles, melody and harmony. Students will also explore the relationship between lyrics and music. *NR*

**MUS 118**  
**DIGITAL MULTI-TRACK MUSIC**  
**RECORDING**  
**2.5 Units; 2 hours lecture; 2**  
**hours lab**

*Transfers: CSU*

Initial exposure to sound-recording principles, techniques, and equipment. Emphasizes multi-track music recording process, editing and mixing. Students will receive hands-on experience with professional 24 track digital recording equipment while the class participates in a variety of recording projects. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, and 132. *NR*

**MUS 119**  
**ADVANCED MUSIC**  
**COMPOSITION**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

*Prerequisite: MUS 15*

Composition of large scale chamber works using intermediate/advanced level 20th and 21st century compositional techniques. Covers writing for combinations of standard orchestral instruments and the development of individual compositional style. Students are limited to a combined total of four enrollments in MUS 14, 15, and 119. *NR*

**MUS 120**  
**INTRODUCTION TO THE MUSIC**  
**INDUSTRY**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

A survey of the music industry with focus on skill, experience and education needed for careers within the industry. Other topics covered include music publishing, performing rights societies, music licensing, digital distribution, record companies and artist management. *NR*

**MUS 124**  
**COMPUTER ASSISTED MUSIC**  
**NOTATION**  
**1 Unit; 1 hour lecture; 1 hour lab**

*Transfers: CSU*

*Prerequisite: MUS 1*

Techniques and principles of computer music notation. Topics include the Finale interface, basic notation techniques, expressive markings, document layout and idiomatic notation. *NR*

**MUS 130**  
**MUSIC PRODUCTION I**  
**2.5 Units; 2 hours lecture; 2**  
**hours lab**

*Transfers: CSU*

An introduction to computerized music creation. Topics will include an overview of the digital audio workstation, software and hardware setup, midi, virtual instruments, drum rack, signal processing and controllers. Emphasis will also be placed on musical elements such as form, style, pitch, melody, harmony and tempo. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, and 132. *NR*

**MUS 131**  
**MUSIC PRODUCTION II**  
**2 Units; 2 hours lecture; 1 hour**  
**lab**

*Transfers: CSU*

*Prerequisite: MUS 130*

A second-level course in music production. Topics will include audio effects, advanced midi effects, sampling, creating loops, signal routing and advanced controllerism. Emphasis will also be placed on studying and emulating dance music styles. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, and 132. *NR*

**MUS 132**  
**INTRODUCTION TO MUSIC**  
**TECHNOLOGY**  
**2 Units; 2 hours lecture; 1 hour**  
**lab**

*Transfers: CSU*

An introduction course to basic principals in music technology. Topics will include sound properties, hardware, software, midi, sampling and notation software. Emphasis will also be placed on basic audio and midi editing. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, and 132. *NR*

**MUS 148**  
**JAZZ ENSEMBLE**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Transfers: CSU*

Studies historically important and current large ensemble jazz music. Provides practical experience in organizing a variety of instrumental combinations. Practice in standard jazz ensemble phrasing and improvisation. The jazz ensemble will perform at different functions and may perform with nationally-known guest artists. Offered as open-entry/open-exit. Students are limited to a combined total of four enrollments in MUS 148, 241, and 242. *R-E-3*

**MUS 173**  
**INTERMEDIATE GUITAR**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Transfers: CSU*  
*Recommended Preparation: MUS 260*

Use the basic layout of the guitar to further each student's understanding of the guitar fingerboard through a hands-on approach to the guitar's intermediate vocabulary including more advanced exercises and more challenging repertoire. A deeper look into the application of music theory to the guitar fingerboard and an introduction on how to improvise a guitar solo will also be explored. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 173, and 260. *NR*

**MUS 178**  
**BEGINNING PIANO PEDAGOGY**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*  
*Recommended Preparation: Two years of piano study*

Designed to study the art of piano teaching. Traces the history of piano method books and demonstrate the most effective teaching methods used today. Students will be given an opportunity to directly teach a 3rd grade student with guidance from the instructor. This course is offered for music major students as well as community teachers who wish to improve and refine their teaching style. Students are limited to a combined total of four enrollments in MUS 178, 179, and 256. *NR*

**MUS 179**  
**INTERMEDIATE PIANO PEDAGOGY**  
**3 Units; 3 hours lecture; 1 hour lab**

*Transfers: CSU*  
*Recommended Preparation: Three years of previous piano study or MUS 178*

Designed to study the art of piano teaching. Demonstrates the most effective teaching methods used today and emphasize the technical and interpretive styles of the four major music periods. Students will be given an opportunity to directly teach a 5th grade student with guidance from the instructor. This course is offered for music major students as well as community teachers who wish to improve and refine their teaching style. Students are limited to a combined total of four enrollments in MUS 178, 179, and 256. *NR*

**MUS 181**  
**KEYBOARD LITERATURE AND INTERPRETATION – ROMANTIC TO MODERN**

**3 Units; 3 hours lecture**  
*Transfers: CSU*  
*Recommended Preparation: MUS 55A or 78 or demonstrated proficiency*

Keyboard Literature of the Romantic, Impressionistic and Modern Periods, their performance traditions and interpretation. Expands knowledge of keyboard music history and its performance legacy. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257. *NR*

**MUS 182**  
**SOUL MUSIC ENSEMBLE**  
**2 Units; 2 hours lecture; 1 hour lab**

*Transfers: CSU*  
*Limitation: Audition: Student must perform at college level as determined by faculty*

Rehearsal and performance of soul music with a concentration on artists from the 1960s and 1970s. Additional focus on live sound, marketing and promotion. Open to instrumentalists, midi instruments/controllers, vocalists, emcees and DJs. Public performance required. Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187. *NR*

**MUS 184**  
**ELECTRONIC MUSIC ENSEMBLE**  
**2 Units; 2 hours lecture; 1 hour lab**

*Transfers: CSU*  
*Limitation: Audition: Student must perform at college level as determined by faculty*

Rehearsal and performance of electro-acoustic material with a focus on current electronic genres. Open to instrumentalists, midi instruments/controllers, vocalists, emcees and DJs. Additional focus on live sound for electronic music and genre-specific marketing and promotion. Public performance required. Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187. *NR*

**MUS 187**  
**MODERN ROCK AND POP MUSIC ENSEMBLE**  
**2 Units; 2 hours lecture; 1 hour lab**

*Transfers: CSU*  
*Limitation: Audition: Student must perform at college level as determined by faculty*

Rehearsal and performance of current popular music. Open to instrumentalists, midi instruments/controllers, vocalists, emcees and DJs. Additional focus on sound reinforcement and the business aspects of live performance. Public performance required. Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187. *NR*

**MUS 232**  
**CHORAL TECHNIQUES**  
**2 Units; 1 hour lecture; 3 hours lab**

*Limitation: Audition with college staff*

The study of choral techniques for the intermediate and advanced singer as applied to choral repertoire. Includes historical and social factors influencing ensemble singing, orchestral structure, vocal interpretation, phrasing, and specific vocal techniques used in choral performance. This course is offered as open-entry/open-exit. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 232, 233, and 234. *NR*

**MUS 233**  
**CONTEMPORARY CHORAL**  
**MUSIC FOR TREBLE VOICES**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Limitation: Audition with a college staff*

*Recommended Preparation: Ability to sight read music*

Choral repertoire and performance of 20th and 21st Century choral music specifically composed for treble choirs (SSA and SSAA). The repertoire includes music of living composers such as Lauridsen, Whitacre, Berkey, and Larsen as well as composers who were prolific in the early 20th century such as Stravinsky, Elgar, and Poulenc. Rehearsals include study of the role of treble choirs in the development of choral composition in the 20th and 21st century and the development of contemporary vocal techniques within the context of the treble chorus. Rehearsals also include the study of choral blend for treble voices, appropriate diction for both traditional and non-traditional notation, as well as tuning for unique harmonic structures. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 232, 233, and 234. *NR*

**MUS 234**  
**SATB VOICED COMMUNITY**  
**CHORALE**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Limitation: Audition with college staff*

Choral performance studies focusing on a broad range of choral music from multiple periods and styles of music. Included repertoire is smaller concert works suitable for chamber chorus, both a cappella and accompanied, as well as works with larger forces such as masses, requiems, staged works, and oratorio. Rehearsals include the study of a broad range of choral issues as the music relates to the specific period of composition, and the changing role of the chorus within the context of musical composition. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 232, 233, and 234. *NR*

**MUS 240**  
**IMPROVISED MUSIC IN A JAZZ**  
**COMBO**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Recommended Preparation: Previous instrumental training and demonstrated proficiency.*

Technical, historical and cultural approaches to jazz improvisation. Students are limited to a combined total of four enrollments in MUS 46, 240, and 297. *NR*

**MUS 241**  
**MEDIUM SIZE MALLEABLE**  
**JAZZ ENSEMBLE**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Recommended Preparation: MUS 27 and instrumental technical proficiency*

Performance of American improvised music by medium sized ensemble in both a traditional and experimental scope. Students are limited to a combined total of four enrollments in MUS 148, 241, and 242. *NR*

**MUS 242**  
**MID-SIZE AFRICAN-AMERICAN**  
**BASED ENSEMBLE JAZZ**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Recommended Preparation: MUS 27 and instrumental technical proficiency*

Performance of music influenced by African-American improvised music in both a traditional and experimental scope. Students are limited to a combined total of four enrollments in MUS 148, 241, and 242. *NR*

**MUS 246**  
**CONTEMPORARY BIG BAND**  
**LITERATURE**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Limitation: Audition with college staff*

*Recommended Preparation: Previous instrumental training and demonstrated proficiency*

Performance of contemporary big band literature from the late 20th and early 21st centuries. Interpretation, phrasing, and cultural context of each piece will be addressed and performed. Students are limited to a combined total of four enrollments in MUS 47, 246, and 247. *NR*

**MUS 247**  
**MODERN BIG BAND CONCEPTS**  
**2 Units; 1 hour lecture; 3 hours**  
**lab**

*Recommended Preparation: Previous instrumental training and demonstrated proficiency.*

Explores new music by young composers at the vanguard of large ensemble jazz. Interpretation of modern application of African-American and Western European compositional styles as combined in the 21st century. Students are limited to a combined total of four enrollments in MUS 47, 246, and 247. *NR*

**MUS 252A**  
**JAZZ PIANO I**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Recommended Preparation: MUS 54A or demonstrated keyboard proficiency*

Exploration and study of basic harmonies at the keyboard as applied to popular music and jazz. Study of improvisational techniques. Designed for intermediate and advanced piano students. Students are limited to a combined total of four enrollments in MUS 252A, 252B, and 252C. *NR*

**MUS 252B**  
**JAZZ PIANO II**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Recommended Preparation: MUS 252A or demonstrated keyboard proficiency*

Develop advanced harmonic and improvisational techniques and skills designed to enhance their performance of jazz piano. Study of harmonic progressions common to jazz will be included. Designed for intermediate to advanced piano students. Students are limited to a combined total of four enrollments in MUS 252A, 252B, and 252C. *NR*

**MUS 252C**  
**JAZZ PIANO III**  
**1.5 Units; 1 hour lecture; 2 hours**  
**lab**

*Recommended Preparation: MUS 252B or demonstrated keyboard proficiency*

Study techniques for playing solo piano and in a jazz combo including chord voicings and accompaniments for different jazz styles. Includes the study of early to modern styles of jazz piano. Designed for intermediate and advanced piano students. Students are limited to a combined total of four enrollments in MUS 252A, 252B, and 252C. *NR*

**MUS 253**  
**ADVANCED PIANO MUSIC OF HAYDN**  
**2 Units; 1 hour lecture; 3 hours lab**

*Recommended Preparation: MUS 56 or two years of previous piano study*

Dedicated solely to keyboard literature, students will study techniques for recognizing, analyzing, and performing the music of Franz Joseph Haydn at an advanced level. Special emphasis will be placed on touch, dynamics, articulation, tone quality, balance, phrasing, and ornamentation in Classical era pieces. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257. *NR*

**MUS 255**  
**PIANO COMPOSERS OF TODAY**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Recommended Preparation: MUS 55B*

Dedicated solely to keyboard literature, this intermediate course explores music of the various composers that are presently writing solos and duets. Students will expand technique, scale patterns, chord progressions, music analysis proficiency, expressive interpretation, improvisational skills and listening appreciation using these contemporary piano pieces. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257. *NR*

**MUS 256**  
**ADVANCED PIANO PEDAGOGY**  
**3 Units; 3 hours lecture; 1 hour lab**

*Recommended Preparation: MUS 179 or four years of previous piano study*

Designed to help the more experienced piano teachers refine their piano teaching techniques. Teachers will be expected to teach and perform music in the correct style. Teaching demonstrations with younger students will be required. Piano literature for the late-intermediate and early-advanced levels will be emphasized. Students are limited to a combined total of four enrollments in MUS 178, 179, and 256. *NR*

**MUS 257**  
**FAVORITE PIANO CLASSICS**  
**1.5 Units; 1 hour lecture; 2 hours lab**

*Recommended Preparation: MUS 55B*

Dedicated solely to keyboard literature, this intermediate course introduces the student to sight-reading, theory and analysis, technique and practice routines, coaching sessions, performing, and listening to enhance piano playing and an awareness of the elements of style and musicianship using the standard favorite solos in piano literature. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257. *NR*

**MUS 260**  
**BASIC GUITAR**  
**1.5 Units; 1 hour lecture; 2 hours lab**

Studies basic techniques of the guitar. Emphasis will be on music fundamentals as it pertains to basic guitar techniques and the reading of music. Prepares students for further study in classical and/or jazz guitar. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 173, and 260. *NR*

**MUS 266**  
**IMPROVISED CHAMBER MUSIC**  
**2 Units; 1 hour lecture; 3 hours lab**

*Recommended Preparation: Previous instrumental training and demonstrated proficiency*

Technical, historical, stylistic and cultural approaches to jazz improvisation in an improvised chamber music setting. Students are limited to a combined total of four enrollments in MUS 63, 66, and 266. *NR*

**MUS 295**  
**REHEARSAL AND PERFORMANCE (INSTRUMENTAL)**  
**1 Unit; 3 hours lab**

*Recommended Preparation: Previous instrumental training and demonstrated proficiency*

Emphasizes the preparation of productions for public performance throughout the semester. Offered as open-entry/open-exit. *NR*

**MUS 297**  
**REHEARSAL AND PERFORMANCE (JAZZ STUDIES)**  
**1 Unit; 3 hours lab**

*Limitation: Audition with college staff*

*Recommended Preparation: Previous instrumental training*

Emphasizes the preparation and production of jazz combos in public performance. Students are limited to a combined total of four enrollments in MUS 46, 240, and 297. *NR*

## Nursing

**N 160**  
**PHARMACOLOGY FOR NURSING**

**2.5 Units; 2.5 hours lecture**

*Transfers: CSU*

*Prerequisite: BIO 12*

*Recommended Preparation: BIO 11*

Provides a methodical approach for administering drugs and monitoring the patient's response to drug therapy. Content includes general principles of pharmacology, as well as legal, ethical, and safety aspects of medication administration. Focuses on the interaction between core drug knowledge (pharmacodynamics, pharmacokinetics, contraindications or precautions, adverse effects and drug interactions) and core patient variables (health status, lifespan and gender, diet, lifestyle and habits, environment, inherited traits, and US cultural groups). Emphasizes nursing responsibilities maximizing therapeutic effects, and minimizing adverse effects. Provides the foundation of basic pharmacology required for a nurse. *NR*

**N 161**  
**LIFECYCLE 2: GROWTH AND DEVELOPMENT**

**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

The second course in life span growth and development which examines developmental tasks and needs from prenatal and birth through middle age, including environmental and family factors that influence growth and development. Major developmental theories are addressed at each level of growth and development. Physiologic concepts, self concept, social behaviors and concepts of diversity and culture for individuals and families from diverse cultural groups within the United States are integrated. *NR*

**N 162  
SUCCESSFUL TRANSITION TO  
PROFESSIONAL NURSING**

**1 Unit; 1 hour lecture**

*Transfers: CSU*

*Prerequisite: BIO 11, 12, 15  
and ENG 1A*

*Limitation: LVN with 1 year  
experience or transfer /  
international RN student. Must  
be completed within 3  
semesters of entry into nursing  
program.*

*Corequisite: N 162 lab*

Addresses strategies for successful completion of the nursing program. Provides theory base and practice with study skills and test taking, critical thinking, use of information technology, the role of the registered nurse, nursing process, and effective and therapeutic communication. Includes practice of nursing skills in a simulated clinical learning environment in preparation for competency testing. Includes practice and competency testing in physical assessment, intravenous medication administration, medication math competency, and application of nursing process. *NR*

**N 162  
SUCCESSFUL TRANSITION TO  
PROFESSIONAL NURSING LAB**

**0.5 Unit; 1.5 hours lab**

*Transfers: CSU*

*Limitation: LVN with 1 year  
experience or transfer/int'l RN  
student. Complete within 3  
semesters of entry into nursing  
program.*

*Corequisite: N 162*

Allows students to practice nursing skills in a simulated clinical learning environment in preparation for competency testing. It includes practice and competency testing in the following nursing skills: injections, urinary catheterization, physical assessment, intravenous medication administration, medication math competency, and application of nursing process. *NR*

**N 164  
LVN TO RN CLINICAL LAB**

**1.5 Units; 4.5 hours lab**

*Transfers: CSU*

*Prerequisite: N 162*

*Limitation: Current LVN License,  
American Heart BLS certified,  
IV certification, physical exam  
and immunizations, TB test,  
malpractice insurance,  
background check*

*Recommended Preparation:  
HSC 228 and N 245*

This clinical lab class allows prospective LVN-RN students to apply nursing process and specific nursing skills learned in N162 (Successful Transition to Professional Nursing) to the care of adult medical surgical patients. Students will be guided in completing pre-clinical work-ups, care maps, bedside nursing assessments, medication administration (including IV), and professional role transition. *NR*

**N 165  
LIFECYCLE 1: FUNDAMENTALS  
OF AGING**

**1.5 Units; 1.5 hours lecture**

*Transfers: CSU*

A multidisciplinary introduction to aging emphasizing the adaptive behaviors of normal aging, and focusing on physical and psychosocial changes. Includes the variables of financial resources, legal aspects, socialization needs, cultural differences within the US, healthcare issues, and current concerns involving the older adult. *NR*

**N 170  
NURSING PROCESS**

**3.25 Units; 3.25 hours lecture**

*Transfers: CSU*

*Prerequisite: BIO 11, 12, 15, with  
a grade of "C" or better,  
completion of ENG 1A, and  
official admission to the  
nursing program*

*Corequisite: N 170 Lab*

*Recommended Preparation:*

*Completion of or concurrent  
enrollment in N160 and 165  
with a grade of "C" or better*

Provides the theoretical base needed for application of the nursing process at a beginning level. Focus is on the care of the adult medical-surgical client care consumer with less complicated disorders, in a variety of health care settings. Concepts and rationales related to fundamental nursing practice are stressed. Principles of safety, physical and psychosocial assessment, effective and therapeutic communication, pharmacology, nutrition, the business of health care, community health, issues of professional practice, health teaching, diversity among US cultural groups, growth and development, geriatric nursing, disease process, disease prevention, restorative care, and end-of-life care are integrated. *NR*

**N 170  
NURSING PROCESS LAB**

**4.5 Units; 13.5 hours lab**

*Transfers: CSU*

*Prerequisite: BIO 11, 12, 15, with  
a grade of "C" or better,  
completion of ENG 1A, and  
official admission to the  
nursing program*

*Corequisite: N 170 Lecture*

*Recommended Preparation:*

*Completion of or concurrent  
enrollment in N 160 and 165  
with a "C" or better*

Provides clinical application of the theoretical base and nursing process at a beginning level. Focus is on the care of the adult medical-surgical, health care consumer with less complicated disorders, in a variety of health care settings. Concepts and rationals related to fundamental nursing practice are stressed. Principles of safety, physical and psychosocial assessment, effective and therapeutic communication, pharmacology, nutrition, community health and the business of health, issues of professional practice, health teaching, diversity among US cultural groups, growth and development, geriatric nursing, disease process, disease prevention, restorative care, and end-of-life care are integrated. *NR*

**N 171**  
**MENTAL HEALTH NURSING**  
**2 Units; 2 hours lecture**

*Transfers: CSU*  
*Prerequisite: N 170*  
*Corequisite: N 171 lab*  
*Recommended Preparation:*  
*PSYC 1*

Provides the theoretical base for applying the nursing process and biopsychosocial concepts to the care of individuals who have ineffective behaviors in psychosocial functioning. Emphasis is on communication and the principles of psychiatric/mental health nursing, including psychopathology. Principles of nutrition, psychopharmacology, health education, health promotion, illness prevention, community health, human development, advocacy and concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated. *NR*

**N 171**  
**MENTAL HEALTH NURSING**  
**LAB**

**1 Unit; 3 hours lab**  
*Transfers: CSU*  
*Prerequisite: N 170*  
*Corequisite: N 171 Lecture*  
*Recommended Preparation:*  
*PSYC 1*

Focuses on the application of the theory, biopsychosocial concepts, and nursing process used in caring for individuals with ineffective behaviors in psychosocial functioning. Emphasizes communication and the principles of psychiatric and mental health nursing including psychopathology. Principles of nutrition, psychopharmacology, health education and promotion, illness prevention, community health, human development, advocacy, and concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated. Letter grade only. *NR*

**N 172**  
**MEDICAL-SURGICAL NURSING**  
**3.5 Units; 3.5 hours lecture**

*Transfers: CSU*  
*Prerequisite: N 160, 165, 170, and 171, with grades of "C" or better*  
*Corequisite: N 172 Lab*  
*Recommended Preparation:*  
*HSC 228*

Provides the theoretical basis for the application of nursing process to the adult medical-surgical client who requires moderately complex nursing care in acute care facilities and community settings. Emphasis is on pathophysiology biopsychosocial needs in the following areas: oxygenation, fluid and electrolytes, activity and rest, neurological function, endocrine function, gastrointestinal function, and protective function. Principles of nutrition, medication administration, communication, health education, health promotion, illness prevention, human development, advocacy, and concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated. *NR*

**N 172**  
**MEDICAL-SURGICAL NURSING**  
**LAB**

**5.25 Units; 15.75 hours lab**  
*Transfers: CSU*  
*Prerequisite: N 160, 165, 170, and 171, with grades of "C" or better*  
*Corequisite: N 172 Lecture*  
*Recommended Preparation:*  
*HSC 228*

Focuses on the application of nursing process to the adult medical-surgical client who requires moderately complex nursing care in acute care facilities and community settings. Emphasis is on pathophysiology biopsychosocial needs in the following areas: oxygenation, fluid and electrolytes, activity and rest, neurological function, endocrine function, gastrointestinal function, and protective function. Principles of nutrition, medication administration, communication, health education, health promotion, illness prevention, human development, advocacy, and concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated. *NR*

**N 173**  
**NURSING CARE OF CHILDREN**  
**AND FAMILIES**

**1.5 Units; 1.5 hours lecture**  
*Transfers: CSU*  
*Prerequisite: N 161 and N 172 with a grade of "C" or better*  
*Limitation: Official admission to the nursing program*  
*Corequisite: N 173 Lab*  
*Recommended Preparation:*  
*HSC 228 and N 245*

Theory basis for integration and application of the nursing process in providing nursing care for neonates, infants, children and adolescents and their families/significant others. Emphasis is on family centered approach to nursing care, communication, health education, health promotion, illness prevention, and adaptation. Principles of nutrition, medication/fluid administration, physiology, growth and development, comforting/pain management, advocacy, and concepts of diversity/culturally competent care for US cultural and ethnic groups are integrated. Letter grade only *NR*

**N 173**  
**NURSING CARE OF CHILDREN**  
**AND FAMILIES LAB**

**2 Units; 6 hours lab**  
*Transfers: CSU*  
*Prerequisite: N 161 and 172 with a grade of "C" or better*  
*Limitation: Official admission to the nursing program*  
*Corequisite: N 173 Lecture*  
*Recommended Preparation:*  
*HSC 228 and N 245*

Focuses on the integration and application of the nursing process in providing nursing care for neonates, infants, children and adolescents and their families/significant others. Emphasis is on a family centered approach to nursing care, communication, health education, health promotion, illness prevention, and adaptation. Principles of nutrition, medication/fluid administration, physiology, growth and development, comforting/pain management, advocacy, and concepts of diversity/culturally competent care for US cultural and ethnic groups are integrated. *NR*

**N 174****WOMEN'S HEALTH NURSING****1.5 Units; 1.5 hours lecture***Transfers: CSU**Prerequisite: N 173 with a grade of "C" or better**Corequisite: N 174 Lab*

Theory basis for application of the nursing process in providing nursing care for women, infants, family, and significant others. Emphasis is on a family-centered approach to nursing care, communication, health education, health promotion, illness prevention, and adaptation directed towards the female patient, the neonate, and the family/significant others. Principles of nutrition, medication/fluid administration, physiology, growth and development, advocacy, and concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated. Letter grade only. *NR*

**N 174****WOMEN'S HEALTH NURSING****LAB****2 Units; 6 hours lab***Transfers: CSU**Prerequisite: N 173 with grade of "C" or better**Corequisite: N 174*

Integrates and applies the nursing process in providing nursing care for women, infants, family, and significant others. Emphasis is on a family-centered approach to nursing care, communication, health education, health promotion, illness prevention, and adaptation directed towards the female patient, the neonate, and the family/significant others. Principles of nutrition, medication/fluid administration, physiology, growth and development, advocacy, and concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated. Letter grade only. *NR*

**N 176****ADVANCED NURSING****3 Units; 3 hours lecture***Transfers: CSU**Prerequisite: N 174 with a "C" grade or better**Corequisite: N 176 Lab**Recommended Preparation: HSC 217, 226*

Provides the theoretical basis for integration of the nursing process to care for acutely and critically ill adults. Emphasizes pathophysiology and the biopsychosocial needs for acutely ill adults with: cardiovascular, respiratory renal, neurological, gastrointestinal, endocrine and complex multisystem dysfunction. Principles of leadership and management, professional development, scope of practice, legal and ethical issues, principles of nutrition, the role of the nurse in the community and transition to the role of a registered nurse are integrated throughout the course. Concepts of diversity and culturally competent care for cultural groups in the United States are presented. Letter grade only. *NR*

**N 176****ADVANCED NURSING LAB****5 Units; 15 hours lab***Transfers: CSU**Prerequisite: N 174 with a grade of "C" or better**Corequisite: N 176 Lecture**Recommended Preparation: HSC 217 and 226*

Focuses on the application and integration of the nursing process to care for acutely and critically ill adults. Emphasis is on pathophysiology and the biopsychosocial needs for acutely ill adults with: cardiovascular, respiratory, renal, neurological, gastrointestinal, endocrine and complex multisystem dysfunction. Principles of leadership and management, scope of practice, legal and ethical issues, principles of nutrition, the role of the nurse in the community and transition to the role of a registered nurse are integrated throughout the course. Concepts of diversity and culturally competent care for cultural groups in the United States are presented. *NR*

**N 202****SUCCESS STRATEGIES IN NURSING****1 Unit; 1 hour lecture***Limitation: Official admission to the nursing program*

Develops strategies to be a successful student in the nursing program. Assesses personal aptitudes, learning and communication styles as barriers to successful completion of the nursing program. Develops skills to proactively meet the student's learning needs. *NR*

**N 204****BEGINNING NURSING CONCEPTS****2 Units; 2 hours lecture***Recommended Preparation: BIO 11 and 15*

Introduces the health science student to the theoretical basis of nursing and healthcare, to provide a successful transition into the student nurse role. Students are provided opportunity to discuss the roles of the student nurse and the professional Registered Nurse. Emphasis is placed on the nursing role, including expectations of the nursing student, and on opportunities to begin to explore principles of critical thinking and the nursing process. Students are exposed to the history of nursing, conceptual framework at Saddleback College, dimensional analysis, medical terminology, communication, nutrition, cultural awareness, nursing informatics and current issues in nursing ethical and legal issues. *NR*

**N 212****LABORATORY VALUES: INTERPRETATION AND APPLICATION****1.5 Units; 1.5 hours lecture**

Provides the theoretical basis for the interpretation and application of laboratory test results for adult medical-surgical clients with moderately complex diseases/disorders in acute care facilities. Emphasis is on laboratory results of moderately complex clients with respiratory, endocrine, renal, musculoskeletal, cardiac, neurological, gastrointestinal, and immune diseases/disorders. Principles of nutrition, drug therapy, health education, concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated. *NR*

**N 238****PERIOPERATIVE NURSING I**  
**10 Units; 3 hours lecture; 21 hours lab**

*Limitation: Current or pending RN license, current CPR card, and current malpractice insurance*

Perioperative nursing theory and practice necessary for entry level into the operating room. Focuses on utilization of the nursing process to provide care for clients undergoing surgical intervention. Provider approved by the California Board of Registered Nursing, Provider Number CEP60. *NR*

**N 245****I.V. THERAPY TECHNIQUES FOR NURSES****1.5 Units; 1.5 hours lecture**

*Prerequisite: N 170*

The focus of this course is to prepare the student for initiation, administration and maintenance of common intravenous therapies. Emphasis is placed on IV therapies common to adult patients in the medical-surgical setting. The course is appropriate for nursing students who have successfully completed N 170 and for current California licensed RNs needing a refresher. *NR*

**N 263****SKILLS LAB-BASIC****0.25 Unit; 0.75 hours lab**

Includes demonstration and practice of basic manual skills and procedures necessary for the student at the fundamental level. Offered as open-entry/open-exit and pass/no pass. *NR*

**N 264****SKILLS LAB-SPECIALTIES****0.25 Unit; 0.75 hours lab**

*Recommended Preparation: N 172*

Includes demonstration and practice of the manual skills and procedures necessary for the student at the maternal child health-care level. Open-entry/open-exit. Offered for pass/no pass only. *NR*

**N 265****SKILLS LAB-ADVANCED****0.25 Unit; 0.75 hours lab**

*Recommended Preparation: N 173 and 174*

Includes demonstration and practice of manual skills and procedures necessary for the student at the advanced medical-surgical level. Open-entry/open-exit. Offered pass/no pass only. *NR*

**N 267****SKILLS LAB-INTERMEDIATE****0.25 Unit; 0.75 hours lab**

Includes demonstration and practice of intermediate skills and procedures necessary for the student at the intermediate level. Offered as open-entry/open-exit and pass/no pass. *NR*

**N 268****SKILLS LAB REVIEW****0.25 Unit; 0.75 hours lab**

Includes demonstration and practice of the manual skills and procedures performed by registered nurses in various settings. Is geared towards the student who has learned the skill in a previous course and desires more practice or application of the skill in a new setting. *NR*

## Paramedic

**PM 220****PARAMEDIC THEORY****14 Units; 14 hours lecture**

*Prerequisite: High school graduation or GED, current EMT-B certification background check, CPR certification, and official admission to the paramedic program*

*Limitation: Physical examination required*

*Corequisite: PM 230*

*Recommended Preparation: EMT 219, HSC 217, 226*

Contains the didactic material necessary to establish a foundation to practice as a paramedic. Includes applied anatomy and physiology, pathophysiology, intravenous therapy, basic and advanced life support, patient assessment, management of trauma, medical conditions emergency medical system operations and special considerations when caring for patients throughout the life span and those with special challenges. *NR*

**PM 230****PARAMEDIC CLINICAL EXPERIENCE****7.5 Units; 23 hours lab**

*Prerequisite: High school graduate or GED, current EMT-B certification, CPR, background check and official admission to the paramedic program*

*Limitation: Physical examination required*

*Corequisite: PM 220*

Includes the skills assessment and hospital clinical requirements for students enrolled in the paramedic program. *NR*

**PM 240****PARAMEDIC FIELD INTERNSHIP**  
**12 Units; 36 hours lab**

*Prerequisite: PM 220 and 230*

Under the direct supervision and evaluation of a licensed paramedic, students will complete a field internship experience on a designated advanced life support unit. This provides students with prehospital patient care experience and is the last course in the series preparing the student for licensure as a paramedic. *NR*

## Persian

**PRSN 1****ELEMENTARY PERSIAN****5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Corequisite: PRSN 901*

*Recommended Preparation:*

*College-level reading ability*

Designed to develop the fundamentals of communicative competence in daily spoken modern Persian (Farsi). Emphasizes listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years of high school Persian (Farsi). *NR*

**PRSN 2****ELEMENTARY PERSIAN****5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: PRSN 1 or two years of high school Persian/Farsi*

*Corequisite: PRSN 902*

Designed to further the fundamentals of communicative competence in daily spoken modern Persian (Farsi). Focuses on listening, comprehension, and speaking. Reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**PRSN 3****INTERMEDIATE PERSIAN****5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: PRSN 2 or three years of high school Persian*

*Corequisite: PRSN 903*

Reviews the fundamentals with further study of the Persian language, culture, and customs. Intermediate level course focuses on fluency in reading, writing, speaking and listening. *NR*



**PRSN 4  
INTERMEDIATE PERSIAN  
5 Units; 5 hours lecture**

*Transfers: CSU, UC*  
*Prerequisite: PRSN 3 or four years of high school Persian*  
*Corequisite: PRSN 904*  
Emphasizes fluency in speaking, reading, writing, and comprehension of Persian. Includes selected readings and discussions from the basic four geNRes in Persian and Persian-American literature, culture, and customs. *NR*

**PRSN 901  
PERSIAN LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: PRSN 1*  
Requires concurrent enrollment in Persian 1. Enhances and provides practice in skills learned in Persian 1 course. *NR*

**PRSN 902  
PERSIAN LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: PRSN 2*  
Requires concurrent enrollment in Elementary Persian 2. Enhances and provides practice in skills learned in Elementary Persian courses. *NR*

**PRSN 903  
PERSIAN LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: PRSN 3*  
Requires concurrent enrollment in Persian 3. Enhances and provides practice in skills learned in Persian 3 course. *NR*

**PRSN 904  
PERSIAN LANGUAGE LAB  
0.25 Unit; 1 hour learning center**

*Corequisite: PRSN 4*  
Requires concurrent enrollment in Persian 4. Enhances and provides practice in skills learned in Persian 4 course. *NR*

## Philosophy

**PHIL 1  
INTRODUCTION TO  
PHILOSOPHY  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation: Eligibility for ENG 1A*  
Investigates many of the major philosophical themes within the Western tradition. Among these themes will be the nature of the self, free will and determinism, the ground and nature of human knowledge, the nature of human values, ethical theory, aesthetic value, and the nature of society in relation to the individual. Other topics include the nature and methods of the sciences, philosophical psychology and the theory of language. *NR*

**PHIL 10  
WORLD RELIGIONS  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation: Eligibility for ENG 1A*  
A comparative study of some of the major religions of the world including the Buddhist, Confucianist, Hindu, Islamic, Judeo-Christian, Shinto and Taoist traditions. These religions will be explored from a historical standpoint; in addition, the philosophical presuppositions of each view will be discussed. Topics include the nature of human beings, the world, transcendent beings, transcendental experiences, ethics, religious rituals and rites of passage. *NR*

**PHIL 12  
INTRODUCTION TO LOGIC  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation: ENG 1A*  
An examination and analysis of reasoning employed in formal and informal arguments. Arguments will be formulated in class and evaluated for logical structure, validity, and soundness. Topics include the nature of arguments, the inductive-deductive distinction, fallacies, truth tables, and the proof method in sentential logic. *NR*

**PHIL 14  
PHILOSOPHY OF RELIGION  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation: PHIL 1*  
Introduces the student to the theoretical orientations, central concepts, basic problems, and classical arguments of Western philosophy of religion. The course will systematically clarify and critically analyze a range of topical problems in the philosophy of religion. These include the concept of God, traditional arguments for the existence of God (e.g. the design argument), religious ethics, the problem of evil, and philosophical atheism. Students will engage in theoretical discussions, develop critical reasoning skills, and gain reflective insight into their personal philosophy of religion. *NR*

**PHIL 15  
INTRODUCTION TO ETHICS  
3 Units; 3 hours lecture**

*Transfers: CSU, UC*  
*Recommended Preparation: Eligibility for ENG 1A*  
Acquaints the student with the major concepts and methods of ethical theory within the Western tradition. Topics will include the nature of evaluation, appraisals of the good life, the source and justification of obligations to others, the possible relativity of ethical codes as they vary from culture to culture, and the connection between individual desires and social restraint. Application of these topics to issues of contemporary importance, such as the moral implications of abortion, sexual freedom of expression, changing social roles, the role of religious belief in moral theory, and the social sources of ethical perspectives. *NR*

**PHIL 103  
HISTORY OF ANCIENT  
PHILOSOPHY**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation:  
Eligibility for ENG 1A*

An historically oriented survey of the leading themes of philosophical interest within the Western tradition from the Pre-Socratic era through the Classical Periods of the Greek and Roman eras to the beginnings of the Christian period. Major figures of continuing importance to be studied may include Socrates, Plato, Aristotle, Epicurus, and St. Augustine. The student will become acquainted with the roots of Western civilization through studying the above writers' theories concerning human nature of thought, truth and rational justification. Selected topics may include political philosophies, ethics, the nature of beauty (aesthetics) and the nature of the gods. *NR*

**PHIL 104  
HISTORY OF MODERN  
PHILOSOPHY**

**3 Units; 3 hours lecture**

*Transfers: CSU*

*Recommended Preparation:  
Eligibility for ENG 1A*

A survey of the major trends of philosophical thought from the 16th century to the 18th century. Major figures will include Descartes, Hume, and Kant. Investigates the evolving theories concerning man's nature, value systems, views of the social order, the nature of knowledge, the nature of mind, the uses of language, and the universe and our place within it. Students will be encouraged to formulate their own critically reflective points of view with regard to the theories put forth. *NR*

## Phlebotomy

**PHLB 240  
PHLEBOTOMY**

**4 Units; 4 hours lecture**

*Limitation: Official admission to the Medical Lab Technology program. Current malpractice insurance, TB test results, CPR card, background check required.*

*Corequisite: CWE 180*

*Recommended Preparation:  
HSC 201*

A California state approved full training program in phlebotomy. Provides students with a comprehensive knowledge of venipuncture, skin puncture, specimen collection and handling, standard precautions, laboratory safety, and basic medical terminology. Concepts of diversity and culturally competent care for individuals from culture groups within the United States are integrated. Certificate awarded upon completion of course with grade of "C" or better. Letter grade only. *NR*

**PHLB 241  
PHLEBOTOMY CERTIFICATION  
PREPARATION**

**2.5 Units; 2.5 hours lecture**

Provides basic and advanced didactic content required for California state certification for those with previous blood drawing experience. Includes anatomy, physiology, infection control, specimen identification, collection equipment, patient preparation, specimen processing, quality, legal issues and interpersonal relations. Concepts of diversity and culturally competent care for individuals from culture groups within the United States are integrated. Letter grade only. *NR*

## Photography

**PHOT 25  
HISTORY OF PHOTOGRAPHY**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

A survey of the history of photography from its origins to the present. An examination of critical and philosophical approaches to the photographic medium. *NR*

**PHOT 50  
DIGITAL PHOTOGRAPHY I**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*  
Introduction to digital photography to cover technical and aesthetic aspects. Includes operation of camera and lenses and photographic software. Fundamentals of composition, light, and portraiture are covered. *NR*

**PHOT 51  
INTRODUCTION TO  
PHOTOSHOP AND DIGITAL  
IMAGING**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*  
*Recommended Preparation: CIM 120 or basic operational knowledge of a computer*

An introduction to digital imaging using Adobe Photoshop software on the computer. The course will cover the various equipment and techniques utilized in the production of digital imagery: scanning, manipulation, and output. Aesthetic issues and their relationship to photography will be covered. *NR*

**PHOT 55  
DIGITAL PHOTOGRAPHY II**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*  
*Prerequisite: PHOT 50*  
Designed for further exploration of photographic imagery and techniques. Electronic flash, wide angle, and telephoto lenses are utilized. Continued refinement of photographic software, image management and workflow. Work is executed in color and black and white. *NR*

**PHOT 152  
INTERMEDIATE PHOTOSHOP  
AND DIGITAL IMAGING**

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU*  
*Prerequisite: PHOT 51*  
*Recommended Preparation:  
PHOT 50*

An intermediate-level course in photographic manipulation using Adobe Photoshop. Relevant technical and aesthetic issues will be covered. Scanning and inkjet printing included. *NR*

**PHOT 154**  
**ALTERNATIVE DIGITAL**  
**PROCESSES**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*

*Recommended Preparation:*  
**PHOT 51**

An intermediate level course that explores analog and digital photography based techniques used to create unique art works. The course covers digital printing on alternative media, image lifts, transfers, photographic multimedia and assemblage. The course also includes scanning of positive and negative images and 3D objects. Book and portfolio presentation are also covered. Macintosh lab environment utilizing Adobe software. *NR*

**PHOT 156**  
**DIGITAL PHOTOGRAPHY III**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*

*Prerequisite: PHOT 55*

Emphasis on creating visual imagery through advanced photographic techniques. Includes fundamentals of studio lighting, with tungsten and electronic flash systems. Continued refinement of photographic software techniques. *NR*

**PHOT 157**  
**STUDIO LIGHTING**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*

*Prerequisite: PHOT55*

An introductory level course in photographic studio lighting intended for the advanced photographer. Covers lighting, equipment, and its application in a studio environment. Includes technical and aesthetic instruction with single and multiple light setups, lighting styles, and subject compositional concerns. Manually adjustable digital camera required. Macintosh lab, utilizing Adobe software. *NR*

**PHOT 167**  
**CREATIVE PHOTOGRAPHIC**  
**LIGHTING**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*

*Prerequisite: PHOT 55*

Exploration of various lighting styles and techniques used in contemporary photography. Utilization of specialized lighting equipment both in and out of studio, with emphasis on event and location specific photographic lighting. *NR*

**PHOT 190**  
**SPECIAL PROBLEMS IN**  
**PHOTOGRAPHY**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Transfers: CSU*

*Prerequisite: PHOT 50*

Continued exploration of advanced photographic concepts and their development through various processes. Includes vintage and contemporary techniques. *NR*

**PHOT 200**  
**PORTRAITURE PHOTOGRAPHY**  
**3 Units; 2 hours lecture; 3 hours**  
**lab**

*Prerequisite: PHOT 55*

An exploration of various styles and techniques used in contemporary portraiture. Essential basics of lighting (natural and artificial), composition, and direction will be covered. *NR*

**PHOT 201**  
**INTRODUCTION TO DIGITAL**  
**PHOTOGRAPHY**  
**1.5 Units; 1.5 hours lecture**

An introductory-level course in digital photography intended for the complete novice or technically challenged. Covers basic camera controls, functions, and settings. Also includes digital image management, storage, archiving and printing techniques. Composition, light and portraiture are explored. Digital camera required, no lab. *NR*

## Physical Education (SEE KINESIOLOGY)

## Physics

**PHYS 2A**  
**INTRODUCTION TO PHYSICS**  
**5 Units; 4 hours lecture ; 3 hours**  
**lab**

*Transfers: CSU, UC*

*Prerequisite: MATH 124*

*Recommended Preparation:*

*PHYS 20 or high school physics*

Intended for students in the sciences and related subjects who are required to complete a physics course based on trigonometry. A study of mechanics, vibration and waves, fluids, and thermodynamics. Topics include kinematics and dynamics in one and two dimensions, Newton's Laws of motion, energy and momentum, conservation principles, statics,

kinematics and dynamics of rotation, elasticity, Hook's Law, simple harmonic motions, wave behavior, interference and standing waves, properties of fluids, Pascal's and Bernoulli's principles, temperature, heat calorimetry, the gas laws, and the laws of thermodynamics. *NR*

**PHYS 2B**  
**INTRODUCTION TO PHYSICS**  
**5 Units; 4 hours lecture; 3 hours**  
**lab**

*Transfers: CSU, UC*

*Prerequisite: PHYS 2A*

A continuation course from PHYS 2A. Study of electrostatics, electromagnetism, optics atomic and nuclear physics. Topics include electric charge, fields, circuits, electromagnetic induction, electromagnetic waves, electric applications, lenses and mirrors, wave optics, optical applications, waves and particles, special relativity, the Bohr atom, quantum concepts, the nucleus, nuclear processes and energy. *NR*

**PHYS 4A**  
**GENERAL PHYSICS**  
**5 Units; 4 hours lecture; 3 hours**  
**lab**

*Transfers: CSU, UC*

*Prerequisite: MATH 3A*

*Recommended Preparation:*  
*CS 1A and PHYS 20 or high school physics*

A calculus-based introduction to classical mechanics of solids and fluids. The main topics are kinematics, Newtonian mechanics including translational and rotational statics and dynamics, universal gravitation, work, energy, momentum, fluid statics, dynamics, and oscillations. Experiments in lab examine the basic laws of the mechanics of solids and fluids. Objectives include the use of common measuring instruments, the principles of data taking and analysis, and the writing of scientific reports. *NR*

**PHYS 4B****GENERAL PHYSICS****5 Units; 4 hours lecture; 3 hours lab***Transfers: CSU, UC**Prerequisite: PHYS 4A & MATH 3B*

A calculus-based introduction to classical electromagnetism. Topics include electrostatics, electric potential, capacitance, electrostatics, direct and alternating current circuits, magnetic forces and fields, fields, electromagnetic induction, Maxwell's equations, and electromagnetic waves. Experiments in labs examine some of the basic phenomena in electromagnetism. Students are to become proficient in the use of common, modern measuring instruments e.g. digital and analog voltmeters, ammeters, ohmmeters and the oscilloscope. The principles of data taking and analysis, and the writing of scientific reports are emphasized. *NR*

**PHYS 4C****GENERAL PHYSICS****5 Units; 4 hours lecture; 3 hours lab***Transfers: CSU, UC**Prerequisite: PHYS 4A & MATH 3B*

A calculus-based introduction to the basic principles of wave motion, thermodynamics, optics and modern physics. Topics include classical wave theory, thermodynamics, wave-particle duality, reflection, refraction, interference, diffraction, optical elements and systems, applications of Schrodinger's equation, atomic structure, molecular structure, the quantum nature of solids, special and general relativity, nuclear physics, particle physics, and cosmology. Experiments in lab will examine some of the basic phenomena in wave motion, thermodynamics, optics, and modern physics. The use of common, modern instruments, e.g. digital storage oscilloscopes, lasers, spectrometers, will be learned and practiced during the experiments. *NR*

**PHYS 20****THE IDEAS AND EVENTS OF PHYSICS****4 Units; 3 hours lecture; 3 hours lab***Transfers: CSU, UC*

Intended for students not majoring in science. Focuses on major discoveries, ideas and methods in physics. Included are simple motions, the nature of matter and energy, electric and magnetic effects, and 20th-century ideas in relativity, and atomic and nuclear science. Emphasis is on understanding concepts rather than mathematical aspects. This course is also suggested for students having no previous physics training as preparation for more advanced physics courses. *NR*

## Political Science

**PS 1****AMERICAN GOVERNMENT****3 Units; 3 hours lecture***Transfers: CSU, UC*

Survey of principles, personalities, problems, and issues of government. Emphasizes developing trends of government, including local, state, and federal branches. *NR*

**PS 4****INTRODUCTION TO POLITICAL SCIENCE****3 Units; 3 hours lecture***Transfers: CSU, UC*

Introduces the study of politics. Designed to familiarize the student with the basic systems, ideologies, and models of political analysis. *NR*

**PS 10H****HONORS POLITICAL THEORY****3 Units; 3 hours lecture***Transfers: CSU, UC*

A survey and analysis of selected political theorists and concepts. Ancient, classical, medieval, Renaissance, and modern political theory will be studied. The lineage of political concepts such as justice, freedom, power, and property will be traced as they evolved over time. Letter grade only. *NR*

**PS 11****INTERNATIONAL POLITICAL ECONOMY****3 Units; 3 hours lecture***Transfers: CSU, UC*

Focuses on the relations between the political and economic systems within the global economy. Covers the impact of political decisions on world economies and international organizations. Further emphasis is on a comparison-contrast of various national economies. Geographic areas of concern include Africa, Europe, the Pacific Rim, the Middle East, Latin America, Russia, China, and the United States. Also listed as ECON 11. Credit given in either area, not both. *NR*

**PS 12****COMPARATIVE POLITICS AND GOVERNMENT****3 Units; 3 hours lecture***Transfers: CSU, UC*

Comparison of different political systems with analysis of governmental institutions and political processes. Description and explanation of different combinations of events and structures found in the politics of various societies. *NR*

**PS 14****INTERNATIONAL RELATIONS****3 Units; 3 hours lecture***Transfers: CSU, UC*

An examination of contemporary world trends with emphasis on conflict and problem areas. *NR*

**PS 80****INTRODUCTION TO CONTEMPORARY AFRICA****3 Units; 3 hours lecture***Transfers: CSU, UC*

A survey of African history from ancient Egypt to the present. Focus will be on the nature of early African empires and societies, the impact of the slave trade, responses to imperial conquest and colonial rule, the rise of nationalist movements and the regaining of political independence, and the contemporary challenges facing post-colonial African states and peoples. Also listed as HIST 80. Credit given in either area, not both. *NR*

## Portuguese

### PORT 1 ELEMENTARY PORTUGUESE 5 Units; 5 hours lecture

*Transfers: CSU, UC*

*Corequisite: PORT 901*

*Recommended Preparation:*

*College-level reading ability*

Designed to develop the fundamentals of communicative competence in colloquial Portuguese. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Portuguese. *NR*

### PORT 2 ELEMENTARY PORTUGUESE 5 Units; 5 hours lecture

*Transfers: CSU, UC*

*Prerequisite: PORT 1 or two years of high school Portuguese*

*Corequisite: PORT 902*

Designed to further the fundamentals of communicative competence in daily spoken Portuguese. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

### PORT 3 INTERMEDIATE PORTUGUESE 5 Units; 5 hours lecture

*Transfers: CSU, UC*

*Prerequisite: PORT 2 or three years of high school Portuguese*

*Corequisite: PORT 903*

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Portuguese speaking cultures. *NR*

### PORT 4 INTERMEDIATE PORTUGUESE 5 Units; 5 hours lecture

*Transfers: CSU, UC*

*Prerequisite: PORT 3 or four years of high school Portuguese*

*Corequisite: PORT 904*

Emphasizes fluency in speaking, reading, writing, and comprehension of Portuguese. Includes selected readings and discussions from the basic four geNRes in Portuguese speaking countries, literature, culture, and customs. *NR*

### PORT 21 INTRODUCTION TO PORTUGUESE AND BRAZILIAN CULTURE

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*

*College-level reading ability*

A lecture and discussion course covering a variety of aspects of Portuguese and Brazilian culture: geography, history, literature, art, music, philosophy, and customs. Conducted in English. No prior study of Portuguese language or Portuguese and/or Brazilian culture required. *NR*

### PORT 901 PORTUGUESE LANGUAGE LAB 0.25 Unit; 1 hour learning center

*Corequisite: PORT 1*

Requires concurrent enrollment in Portuguese 1. Enhances and provides practice in skills learned in Portuguese 1 course. *NR*

### PORT 902 PORTUGUESE LANGUAGE LAB 0.25 Unit; 1 hour learning center

*Corequisite: PORT 2*

Requires concurrent enrollment in Portuguese 2. Enhances and provides practice in skills learned in Portuguese 2 course. *NR*

### PORT 903 PORTUGUESE LANGUAGE LAB 0.25 Unit; 1 hour learning center

*Corequisite: PORT 3*

Requires concurrent enrollment in Portuguese 3. Enhances and provides practice in skills learned in Portuguese 3 course. *NR*

### PORT 904 PORTUGUESE LANGUAGE LAB 0.25 Unit; 1 hour learning center

*Corequisite: PORT 4*

Requires concurrent enrollment in Portuguese 4. Enhances and provides practice in skills learned in Portuguese 4 course. *NR*

## Psychology

### PSYC 1 INTRODUCTION TO PSYCHOLOGY

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to historical and contemporary psychological research and thought. Topics will include biological psychology, perception, consciousness, memory, language, problem solving, intelligence, emotions, personality, psychotherapy, social psychology, and development. Emphasis will be placed on the science of psychology and the ways psychological science has impacted our understanding of human nature as well as animal and human behavior. *NR*

### PSYC 2 RESEARCH METHODS IN PSYCHOLOGY

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

*Prerequisite: PSYC 1 and PSYC 44 or MATH 10*

Introduction to basic research methods in psychology and the use of the scientific method to answer questions about behavior. Theoretical and applied research methods will be covered, with emphasis on critical analysis of experimental research design and data interpretation. *NR*

### PSYC 3 BIOLOGICAL PSYCHOLOGY

**4 Units; 4 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: PSYC 1*

Introduction to the study of behavior from a biological perspective. Neuroanatomy, neurophysiology, psychopharmacology, and the biological systems and processes underlying behavior. Emphasis will be placed on brain mechanisms underlying behavior and their relation to issues in psychology. *NR*

### PSYC 4 INTRODUCTION TO COGNITIVE PSYCHOLOGY

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An introduction to the basic concepts and experimental study of cognitive psychology. Includes topics related to higher mental procedures such as pattern recognition, perception, memory, thinking, problem solving, and comprehension of language. *NR*

**PSYC 5****PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: PSYC 1*

Examines the fundamentals of the development and practice of sexuality in the human being and the historical, psychological, and psychosocial aspects of human sexuality from childhood to old age, including human sexual anatomy, fulfillment differences among the sexes, sexual dysfunction and corrective therapy. *NR*

**PSYC 7****DEVELOPMENTAL PSYCHOLOGY: CHILDHOOD THROUGH ADOLESCENCE****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: PSYC 1*

Focuses on the major theoretical viewpoints and research approaches in the field of developmental psychology. Covers developmental stages of children from conception through adolescence focusing on children's social, emotional, cognitive, and physical development. *NR*

**PSYC 16****INTRODUCTION TO CROSS-CULTURAL PSYCHOLOGY****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: PSYC 1*

An introduction to the field of cross-cultural psychology. Focuses on the social and psychological impact of race, ethnicity, culture, gender, and disability. Special emphasis is given to research on African American, Latina/o, Asian American, Native American, Middle Eastern American, and Jewish cultures among other minority groups in America. Topics include stereotyping, institutional racism and discrimination, "reverse discrimination", ageism, and sexism. *NR*

**PSYC 21****THE PSYCHOLOGY OF WOMEN****3 Units; 3 hours lecture***Transfers: CSU, UC*

Introduction to the psychology of women. Topics include gender similarities and differences and gender roles, including psychological, biological, and social origins. Covered are contemporary social issues. Throughout the course there will be emphasis on how psychology has studied women and the ways scientific and cultural assumptions about the sexes are reflected in psychological research. *NR*

**PSYC 30****SOCIAL PSYCHOLOGY****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: PSYC 1 or SOC 1*

Introduction to phenomena related to social behavior and social influences on behavior. Topics include social perception and cognition, personality, attitudes and attitude change, attraction, altruism, aggression, interpersonal influence, social norms and group processes. Also listed as SOC 30. Credit given in either area, not both. *NR*

**PSYC 33****PSYCHOLOGY OF ADJUSTMENT****3 Units; 3 hours lecture***Transfers: CSU, UC*

Study of the processes involved in adjustment of individuals to their personal and social environments; focuses on 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. *NR*

**PSYC 37****ABNORMAL BEHAVIOR****3 Units; 3 hours lecture***Transfers: CSU, UC**Prerequisite: PSYC 1*

An introduction to the symptoms, causes, treatment and prevention of psychological disorders including anxiety disorders, personality disorders, psychophysiological disorders, psychoses, substance use disorders, sexual disorders, eating disorders and organic disorders. *NR*

**PSYC 44****STATISTICS FOR THE BEHAVIORAL SCIENCES****3 Units; 3 hours lecture***Transfers: CSU, UC**Prerequisite: MATH 253*

Introduces psychology and behavioral science majors to descriptive and inferential statistical methods. Knowledge of these methods is essential to the understanding, interpretation, and performance of scientific research. Topics covered include probability theory, hypothesis testing, correlation, analysis of variance, the graphical representation of data, basic research design, and the use of computer software to perform statistical analyses. (formerly PSYC 144). *NR*

**PSYC 125****PSYCHOLOGY OF AGING****3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation: PSYC 1*

Focuses on old age and introduces the theoretical and methodological issues in the field of gerontology, while dispelling the myths that often accompany older adulthood. Throughout the course, the psychological, physiological, and social changes that often accompany older adults will be discussed. Social issues that older adults often face will be addressed, while discussing the societal implications of an aging population. Death and dying will also be covered. *NR*

**PSYC 140****INTRODUCTION TO PSYCH AS A MAJOR AND PROFESSION****1.5 Units; 1.5 hours lecture***Transfers: CSU*

Introduces students to the broad major of psychology and its related professions. Focus is on the many possible types of psychologists and activities performed by these individuals. The course is designed especially for students at the sophomore level who has completed an introductory psychology course and is seeking further information before deciding upon psychology as a potential major or career field. *NR*

## Real Estate

### RE 170

#### REAL ESTATE PRINCIPLES 3 Units; 3 hours lecture

*Transfers: CSU*

The fundamental real estate course covering the basic laws and principles of California real estate. Required by the CA BRE (Bureau of Real Estate) for those preparing for the state salesperson's exam, and serves as an elective for those preparing for the state broker's exam. For professionals, consumers, and investors. *NR*

### RE 172

#### REAL ESTATE PRACTICE 3 Units; 3 hours lecture

*Transfers: CSU*

A foundational real estate course covering day-to-day operations in real estate sales and brokerage, including: Listing, prospecting, advertising, financing, sales techniques, and escrow. Required course for Salesperson's and Broker's license by CA BRE (Bureau of Real Estate). For professionals, consumers, and investors. *NR*

### RE 174

#### LEGAL ASPECTS OF REAL ESTATE

#### 3 Units; 3 hours lecture

*Transfers: CSU*

A study of California real estate law, including consumer rights, agency, and contracts, probate proceedings, trust deeds, and foreclosures, as well as recent legislation governing real estate transactions. Applies toward State's elective educational requirements for the Real Estate Salesperson License. Applies toward state's core educational requirements for the broker's examination. Applies toward Bureau of Real Estate (BRE) basic education. For professionals, consumers and investors. *NR*

### RE 175

#### REAL ESTATE FINANCE 3 Units; 3 hours lecture

*Transfers: CSU*

Analysis of real estate financing, including lending policies and problems in financing transactions in residential properties. Methods of financing properties are emphasized. Applies toward state's elective educational requirements for the Real Estate Salesperson's License. Applies toward state's core educational requirements for the broker's examination. Applies toward Bureau of Real Estate (BRE) basic education. For consumers, professionals, and investors. *NR*

### RE 176A

#### REAL ESTATE APPRAISAL I 3 Units; 3 hours lecture

*Transfers: CSU*

Introduction to residential real estate appraisal. Applies toward Bureau of Real Estate (BRE) State's elective educational requirements for the Real Estate salesperson's exam. Applies toward BRE state core educational requirements for the broker's exam. Applies toward 50 hours of Bureau of Real Estate Appraisers (BREA) credit. For consumers, professionals, and investors. *NR*

### RE 176B

#### REAL ESTATE APPRAISAL II 3 Units; 3 hours lecture

*Transfers: CSU*

Recommended Preparation: RE 176A  
An advanced course in real estate appraisal with emphasis on investment-property appraisal. Includes the appraisal of certain types of apartment properties. Concepts of loan appraisal and various methods of appraisal are delineated and are included in a student project. Applies toward state's core educational requirements for the broker's examination and toward basic and continuing educational hours of Bureau of Real Estate Appraisers (BREA) credit. *NR*

### RE 176C

#### REAL ESTATE APPRAISAL III: MARKET ANALYSIS AND STUDIES

#### 3 Units; 3 hours lecture

*Transfers: CSU*

*Recommended Preparation: 176B*

An advanced course in real estate appraisal to evaluate the productive attributes of parcels of real estate as they relate to the demand for a particular use and supply of competitive properties within a specified market. The student will learn the process of property analysis through the study of property productivity, supply and demand factors, and comparative analysis. Focus is placed on the role of market analysis and highest and best use analysis in decision making and evaluation. Counts toward 50 hrs BREA. *NR*

### RE 178

#### REAL ESTATE ECONOMICS 3 Units; 3 hours lecture

*Transfers: CSU*

Covers the impact of national, regional, and local trends on real estate values. Includes the role of the government in the economy and how that role affects real estate issues, cycles, business fluctuations, credit markets, real property taxation concepts, land use controls, development of real property, and limitations imposed on real estate markets. Applies toward state's elective educational requirements for the Real Estate Salesperson License. Applies toward state's core educational requirements for the broker's exam. For consumers, professionals, and investors. *NR*

### RE 190

#### ESCROW

#### 3 Units; 3 hours lecture

*Transfers: CSU*

Provides students with a real-life application of the steps in a real estate sale including completing and reviewing the California Association of Realtors (C.A.R.) Joint Purchase Agreement and Escrow Instructions, reviewing the Preliminary Report and solving title problems, learning lenders' closing requirements and the recording process, and balancing and figuring the settlement of the closing funds. Applies toward the State's elective educational requirements for the Real Estate Salesperson license and toward the requirements for the broker's examination. Letter grade of "C" or above applies toward the requirements of California Escrow Association professional designation. For consumers, investors, and professionals. *NR*

**RE 195****PROPERTY MANAGEMENT****3 Units; 3 hours lecture***Transfers: CSU**Recommended Preparation:***RE 170**

Professional management of residential, commercial, retail, and industrial properties: organization, staffing, marketing, accounting, operations, maintenance, landlord/tenant relations. Addresses antitrust, disclosure, tenant screening, antidiscrimination, employment, land use, and environmental laws and compliance therewith. Excellent preparation for the real estate practitioner wishing to specialize in property management. Applies toward California's elective educational requirements for the Real Estate Salesperson License and Broker license. *NR*

**RE 200****UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)****1.5 Units; 1.5 hours lecture**

A 15 hour National Uniform Standards of Professional Appraisal Practice (USPAP) course developed by the Appraisers Qualification Board (AQB) of The Appraisal Foundation. Emphasizes professional appraisal standards and the basic rules of competent performance and ethical behavior required for appraisers. Taught by an experienced AQB Certified USPAP Instructor/Certified Real Estate Appraiser. Approved for 15 hours of pre-licensing appraisal education by the CA Bureau of Real Estate Appraisers (BREA) and for 14 Hours of continuing education by the BREA. Cannot be used as a substitute for the 7-Hour USPAP Update course. Satisfies the appraisal education requirements for the Trainee License from the BREA upon completion of RE 176A/B/C. *NR*

**RE 202****COMPUTER APPLICATIONS IN REAL ESTATE****3 Units; 3 hours lecture**

Provides real estate assistants, real estate agents or soon-to-be agents, and other real estate professionals with the information needed to use the technologies currently employed in the real estate industry. Covers web applications, social media marketing technologies, web sites, email, mobile devices, MLS, digital cameras, virtual tours, WinForms, and other current technologies. Applies toward CA Bureau of Real Estate (BREA) Salesperson's and Broker's exam elective requirements. For consumers, professionals, and investors. *NR*

**RE 250****REAL ESTATE LICENSE PREPARATION****3 Units; 3 hours lecture**

*Recommended Preparation: For Sales License: RE 170, 172 and one Real Estate elective. For Broker License: The eight broker courses. See www.bre.ca.gov*

Real estate licensure preparation. Fundamental information regarding practice of real estate with emphasis on real estate law, principles, practice, and other topics covered in the state licensure examination. Important preparation for those intending to take the California real estate salesperson's or broker's license examination. *NR*

**RE 280****MORTGAGE LOAN BROKERING AND LENDING****3 Units; 3 hours lecture**

Introduces the principles and operations of the mortgage loan brokering field. The emphasis is on the lending rules for residential property. Students learn lending laws of Regulation Z, usury laws, disclosures, maximum fees and charges, agency relationships, advertising laws, HUD/RESPA calculations, and the loan process. Satisfies the elective requirements for the California Real Estate Salesperson's and Broker's licenses. For consumers, professionals, and investors. *NR*

**SL 2****AMERICAN SIGN LANGUAGE II****4 Units; 4 hours lecture***Transfers: CSU, UC**Prerequisite: SL 1 with a grade of "C" or better*

Continuing study of American Sign Language (ASL) fundamentals emphasizing comprehension skills, intermediate grammatical structures, beginning practice in expressive aspects of the language, and exposure to deaf culture. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60. *NR*

**SL 3****AMERICAN SIGN LANGUAGE III****4 Units; 4 hours lecture***Transfers: CSU, UC**Prerequisite: SL 2 with a grade of "C" or better*

Continuation of American Sign Language (ASL) shifting focus from comprehension to sign production. Includes advanced grammatical structures, with emphasis on advanced expressive skills. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60. *NR*

**SL 4****AMERICAN SIGN LANGUAGE IV****4 Units; 4 hours lecture***Transfers: CSU, UC**Prerequisite: SL 3 with a grade of "C" or better*

Emphasizing advanced expressive/conversational skills in American Sign Language (ASL). Develops fluency and a continued focus on grammatical and cultural features. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60. *NR*

## Sign Language

**SL 1****AMERICAN SIGN LANGUAGE I****4 Units; 4 hours lecture***Transfers: CSU, UC**Recommended Preparation:**Eligibility for ENG 1A*

Beginning study of American Sign Language (ASL) fundamentals emphasizing comprehension skills, basic information relating to Deaf culture, and beginning grammatical structure. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60 for 30 contact hours. Equivalent to 2-year high school ASL. *NR*

**SL 101****DEAF CULTURE AND ITS HISTORY****3 Units; 3 hours lecture***Transfers: CSU*

Designed for those interested in sociology of deafness as it relates to the culture of people in the community. Emphasizes the history and evolution of education of the Deaf community. *NR*



**SL 140****SIGN LANGUAGE SKILLS LAB BEGINNING****0.5 Unit; 1.5 hours lab***Transfers: CSU**Prerequisite: SL 1*

Review of American Sign Language fundamentals including expressive and receptive skills building and beginning grammatical structure. *NR*

**SL 141****SIGN LANGUAGE SKILLS LAB INTERMEDIATE****0.5 Unit; 1.5 hours lab***Transfers: CSU**Prerequisite: SL 2*

Review of American Sign Language fundamentals including expressive and receptive skill building and intermediate grammatical structure. *NR*

**SL 142****SIGN LANGUAGE SKILLS LAB ADVANCED****0.5 Unit; 1.5 hours lab***Transfers: CSU**Prerequisite: SL 3*

Review of American Sign Language fundamentals including expressive and receptive skill building and advanced grammatical structure. *NR*

**SL 201****FINGERSPELLING AND NUMBERS****1 Unit; 3 hours lab**

Develops the skills in ASL fingerspelling and numbering including the use of letters, words, numbers and loan signs. Improves ability to communicate in ASL about money and finances; measurements of time, duration, frequency and other applications of word, phrase, and number combinations. *NR*

## Sociology

**SOC 1****INTRODUCTION TO SOCIOLOGY****3 Units; 3 hours lecture***Transfers: CSU, UC*

Introduction to the core concepts and theories of sociology. Topics include social institutions, culture, human behavior and relationships, social forces, socialization, social class, social inequality, and sociological change. SOCI 110. *NR*

**SOC 2****SOCIAL PROBLEMS****3 Units; 3 hours lecture***Transfers: CSU, UC*

Emphasis on the extent, causes, and consequences of a number of social problems including: poverty, juvenile delinquency, family disorganization, gender inequality, and race relations. Course includes a Service Learning requirement. SOCI 115 *NR*

**SOC 6****INTRODUCTION TO ASIAN CULTURES IN THE UNITED STATES****3 Units; 3 hours lecture***Transfers: CSU, UC*

Compares the diverse experiences of Asian Americans, including the sociological, psychological, and historical backgrounds of Japanese, Chinese, Korean, Filipino, Asian Indian, and Vietnamese Americans. Includes immigration history, cultural practices, beliefs, gender perception, family life, religion, politics, prejudice, discrimination, assimilation, economic and educational success, and the changing roles of Asian Americans within American society. *NR*

**SOC 10****INTRODUCTION TO MARRIAGE AND THE FAMILY****3 Units; 3 hours lecture***Transfers: CSU, UC*

Emphasizes the sociological perspective of marriage and the family including the family as a social institution, kinship systems, mate selection, marital roles, child-rearing practices, and social change and the effects on marriage and the family. *NR*

**SOC 15****SOCIALIZATION OF THE CHILD****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: SOC 1*

The sociological study of the main institutions which socialize the child, such as the family, peer groups, education, child care, community, and the media. Other topics include: social theory, parenting, culture, religion, economics, politics, and social change. *NR*

**SOC 20****ETHNIC CULTURES OF THE UNITED STATES****3 Units; 3 hours lecture***Transfers: CSU, UC*

A general overview of the sociological, psychological, and historical background of selected ethnic groups in the United States. Topics include social, political, and economic factors as well as intergroup relationships, prejudice, discrimination, affirmative action, immigration, assimilation, and social change. Also listed as HIST 20. Credit given in either area, not both. *NR*

**SOC 21****WOMEN IN CONTEMPORARY SOCIETY****3 Units; 3 hours lecture***Transfers: CSU, UC*

An introductory survey of the lives, roles, and status of women in contemporary American society. The cultural, social, psychological, and economic conditions of women will be explored. Topics include life-cycle, sex role socialization, intimate relationships, the family, self-image, female, health and sexuality, crime and deviance, work, religion, politics, and cultural diversity. *NR*

**SOC 25****SOCIAL STRATIFICATION****3 Units; 3 hours lecture***Transfers: CSU, UC*

An examination of the American social class structures and their functions. Different styles of life, determinants of class status, social mobility, social inequality, and changes in class systems are discussed and evaluated. Specific dimensions of social stratification discussed are economic and social class status, race and ethnicity, gender, sexual orientation, political participation and power, and global stratification. Specific consequences of social status are evaluated. Both a macro and micro analysis will be applied to social stratification and its consequences on society and the individual. *NR*

**SOC 30****SOCIAL PSYCHOLOGY****3 Units; 3 hours lecture***Transfers: CSU, UC**Recommended Preparation: PSYC 1 or SOC 1*

Introduction to phenomena related to social behavior and social influences on behavior. Topics include social perception and cognition, personality, attitudes and attitude change, attraction, altruism, aggression, interpersonal influence, social norms and group processes. Also listed as PSYC 30. Credit given in either area, not both. *NR*

**SOC 125**  
**SOCIOLOGY OF AGING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Examines age as a social construct and aging as a social process. Course explores the effects of social institutions and social norms on the aging individuals. Topics covered are: the study of aging, ageism, sociological theories/perspectives of aging, current social research on issues of aging, views of aging in other societies past and present, demographics of the aging population, the life course, race and ethnicity, the healthcare system, retirement and work, gender inequalities, housing and transportation, recreation and leisure, family life, and politics and social policies. Particular attention to the sociological perspective of the aging process will be investigated. *NR*

**SOC 126**  
**DEATH AND DYING**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Provides a background on historical and contemporary perspectives on death and dying. Course focuses on the social, political, and cultural and cross-cultural meanings and practices regarding death in the United States. Topics include: attitudes, beliefs, and meanings of death and dying through the life course, the American experience of death, sociological theoretical perspectives, the dying process, living with dying, the American Health Care System, hospice care, end-of-life decisions, suicide, types of death, euthanasia and biomedical issues, bereavement, grief, mourning, the funeral process, legal and business aspects of dying, cultural norms, and dealing with the death of a loved one. *NR*

**SOC 180**  
**INTRODUCTION TO**  
**GERONTOLOGY**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Provides an introduction to the interdisciplinary field of gerontology through biological, psychological, and sociological perspectives. The area of focus is on the adult years of the life span. Topics include: the aging process, growth of the older population, cultural differences, consequences of physical aging, health and well-being, mental health, sexuality, social support networks, caregiving, social interactions, role changes, death and dying, and social policies affecting elders. *NR*

## Spanish

**SPAN 1**  
**ELEMENTARY SPANISH**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation:*  
*College-level reading ability*

Designed to develop the fundamentals of communicative competence in colloquial Spanish. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Spanish. *NR*

**SPAN 2**  
**ELEMENTARY SPANISH**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 1 or two years of high school Spanish*

Designed to further the fundamentals of communicative competence in daily spoken Spanish. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. Continues the familiarization with customs and cultural achievements begun in the previous semester. *NR*

**SPAN 3**  
**INTERMEDIATE SPANISH**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 2 or four years of high school Spanish*

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Includes selected readings and discussions from poetry, short stories, and essays in Hispanic, and Hispanic-American literature, culture and customs. *NR*

**SPAN 4**  
**INTERMEDIATE SPANISH**  
**5 Units; 5 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 3 or four years of high school Spanish*

Emphasizes fluency in speaking, reading, writing, and comprehension of Spanish. Includes selected readings and discussions from the basic four genres in Hispanic and Hispanic-American literature, culture, and customs. *NR*

**SPAN 6**  
**INTERMEDIATE SPANISH**  
**GRAMMAR AND**  
**COMPOSITION**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 4*

Brief review and intensive practice of fundamentals of Spanish grammar followed by study and application of advanced grammatical concepts. Practice in writing essays and summaries in Spanish based on a variety of topics and sources. Continues to refine speaking and listening skills. *NR*

**SPAN 10**  
**INTERMEDIATE**  
**CONVERSATIONAL SPANISH**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 2 or three years of high school Spanish*

Designed to develop fluency in Spanish. The emphasis is on both formal and informal expression and conversation in Spanish. *NR*

**SPAN 20A**  
**CIVILIZATION OF SPAIN**  
**THROUGH 1898**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 2 or three years of high school Spanish*

Focuses on the geography, history, and institutions of Spain, life and culture of the people, literature, music, and art through 1898. Conducted in Spanish. *NR*

**SPAN 20B**  
**CIVILIZATION OF SPAIN 1898**  
**TO PRESENT**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 2 or three years of high school Spanish*

Focuses on the geography, history, and institutions of Spain, life and culture of the people, literature, music, and art from 1900 to present. Conducted in Spanish. *NR*

**SPAN 21A**  
**CIVILIZATION OF LATIN**  
**AMERICA THROUGH 1900**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 2 or three years of high school Spanish*

Focuses on the geography, history, and institutions of Latin America, life and cultures of the people, literature, music, and art through 1900. Conducted in Spanish. *NR*

**SPAN 21B  
CIVILIZATION OF LATIN  
AMERICA 1900-PRESENT**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 2 or three  
years of high school Spanish*

Focuses on the geography, history, and institutions of Latin America, life and culture of the people, literature, music, and art from 1900 to present. Conducted in Spanish. *NR*

**SPAN 21C  
HISPANIC CULTURE AND  
LITERATURE IN THE UNITED  
STATES**  
**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Prerequisite: SPAN 2 or three  
years of high school Spanish*

Focuses on the influence in the life, culture and literature of the different Hispanic groups in the United States. *NR*

**SPAN 250  
PRACTICAL SPANISH**  
**1 Unit; 3 hours lecture**

Emphasizes conversational skills in Spanish as applied to everyday situations including business, travel, and related topics. Consideration also given to cultural topics. Assumes no prior knowledge of the language. *NR*

## Special Services

**SPS 115  
ALTERNATIVE LEARNING  
STRATEGIES**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Provides students with learning disabilities an opportunity to identify their individual learning styles and to develop effective individualized study and test-taking strategies. The course introduces disability terms and concepts and various learning modes and encourages students to explore alternative learning strategies and study techniques. *NR*

**SPS 205  
COLLEGE AWARENESS AND  
SUCCESS STRATEGIES**  
**2 Units; 2 hours lecture**

Designed to help students with disabilities achieve goals and improve self-understanding and self-advocacy/communication skills. Includes college success strategies, legal rights and responsibilities, ethics, making wise choices, creating academic plans and utilizing available supportive resources. *NR*

**SPS 300  
EDUCATIONAL PLANNING,  
ASSESSMENT, AND  
ORIENTATION**  
**0 Unit; 0.5 hours lab**

*Recommended Preparation:*

*Conference with Special*

*Services counselor or specialist*

Designed to assess and evaluate educational, cognitive and/or communication performance and achievement levels for students with disabilities. Develop the student education contract/plan and determines appropriate accommodations for learning. Orientation to supportive services and specialized learning outcomes. Offered on an open-entry/ open-exit basis. *NR*

**SPS 310  
MEMORY AND ATTENTION  
SKILLS**  
**3 Units; 3 hours lecture**

Designed to provide students with disabilities an understanding of how the memory system is organized and how it works. The relationship between attention and memory is addressed and factors impacting these skills recognized. Students will identify individual attention and memory difficulties and learn practical strategies to compensate for deficits. *NR*

**SPS 315  
LEARNING DEVELOPMENT  
PRACTICUM**  
**1.5 Units; 3 hours lab**

Designed as specialized prescriptive instruction based on individual needs focusing on basic skills development. Structured for the student with learning disabilities and is offered on an open-entry/open-exit, credit/no-credit basis. This course is offered on a pass/no-pass basis. *NR*

**SPS 316  
SUCCESS STRATEGIES FOR  
BASIC MATHEMATICS**  
**1 Unit; 1 hour lecture**

Designed for those needing support and instruction in test taking, study skills, organization, critical thinking and self-management while enrolled in a basic or developmental arithmetic course. Awareness of anxiety and stress management techniques will be discussed in addition to specific learning strategies (note-taking, reading a text book, test-taking, etc) as they apply to mathematics. Provides support in test taking, study skills,

organization, critical thinking and self-management while enrolled in basic/developmental math. Awareness of anxiety and stress management techniques will be discussed in addition to specific learning strategies (note-taking, reading a text book, test-taking) as they apply to situations commonly occurring in a basic arithmetic course. *NR*

**SPS 325  
BASIC COMPUTATIONAL  
SKILLS**  
**3 Units; 3 hours lecture**

*Recommended Preparation:*

*Conference with Special*

*Services counselor or specialist*

Designed for students with learning disabilities who need to review the basics of mathematical computation. Course topics include learning and compensatory strategies in relation to basic computation, including whole numbers, fractions, decimals, percents, ratios and proportions. *NR*

**SPS 330  
WRITING DEVELOPMENT  
PRACTICUM**  
**3 Units; 3 hours lecture**

Designed as specialized prescriptive instruction based on diagnosis of individual need in the specific area of written communication. Structured for the student with specific learning disabilities. This course is offered on a pass/no-pass basis. *NR*

**SPS 340  
VOCABULARY STRUCTURE FOR  
READING AND SPELLING**  
**3 Units; 3 hours lecture**

Designed as specialized prescriptive instruction based on diagnosis of individual need in the specific areas of spelling and reading. Structured for the student with learning disabilities. This course is offered on a pass/no-pass basis. *NR*

**SPS 360  
ADAPTED COMPUTER ACCESS  
LAB**  
**1 Unit; 2 hours lab**

*Recommended Preparation:*

*Verification of disability and/or  
diagnostic assessment. Ability  
to work independently with  
access technology.*

Provides supervised hands-on opportunities to acquire and reinforce skills using computers, software, and access technology for students with disabilities. This course is offered on an open-entry/open-exit, credit/no-credit basis. *NR*

## Speech

### SP 1 COMMUNICATION FUNDAMENTALS

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Designed to enable the student to understand and use the processes of communication in the making of personal and social decisions in everyday life, including an understanding of problems and propositions; organizations and development of thought processes; support of ideas; and methods of research, criticism and evaluation. Platform speaking experience will be required. *NR*

### SP 2 PERSUASION

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: SP 1 and/or ENG 1A/1AH with a grade of "C" or better*

Examines the components of persuasive messages with focus upon ethics, logic, reasoning, and fallacies as they relate to the use of evidence, speaker credibility, and emotional appeals directed toward various types of audiences. A minimum of two persuasive speech claims will be developed through a series of written outlines, essays, and manuscripts. *NR*

### SP 3 ARGUMENTATION AND DEBATE

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: SP 1 and ENG 1A with a grade of "C" or better*

Focuses on the application of argumentative methods, analysis, sound reasoning, and critical thinking. Through participation in two types of debates on current topics and writing a series of persuasive essays totaling eight to ten thousand words, students will research, formulate propositions, and discover culturally diverse issues as they apply to social and personal decision-making. *NR*

### SP 5 INTERPERSONAL COMMUNICATION

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Introduction to strategies and behaviors in all aspects of the interpersonal communication process. Includes study of self concept, relationships, perception, listening, verbal and non-verbal communication. *NR*

### SP 8 GENDER COMMUNICATION

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Focuses on the interactive relationships between gender and communication designed to enable the student to better understand how communication takes place between men and women in various settings. Includes verbal and nonverbal aspects of communication; social and cultural expectations and roles; and problem analysis and decision-making specific to gender conflict. Enables students to appreciate gender differences and to listen and interact more effectively. *NR*

### SP 20 INTERCULTURAL COMMUNICATION

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Designed to reveal how culture influences interaction patterns. Includes the theory and the process of communicating with people across cultural, ethnic, and racial divides, interaction in various contexts such as interpersonal relationships, small groups, and work environments. *NR*

### SP 30 INTRODUCTION TO ORAL INTERPRETATION

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Survey of prose, poetry, and drama. Focuses on the analysis and criticism of literature, examines various interpretive theories within the context of the period written. Students will present and perform literary selections. Students are limited to a combined total of four enrollments in SP 30 and SP 32. *NR*

### SP 32 INTERPRETERS' THEATRE

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

*Recommended Preparation: SP 30*

Stressing the techniques of script preparation, direction, and staging of literature. Coursework will culminate in a student-performed and directed Interpreters' Theatre. Students are limited to a combined total of four enrollments in SP 30 and SP 32. *NR*

### SP 106 FORENSICS ACTIVITY

**1 Unit; 1 hour lecture; 1 hour lab**

**2 Units; 1 hour lecture; 3 hours lab**

**3 Units; 1 hour lecture; 6 hours lab**

*Transfers: CSU*

Emphasizes preparation and presentation of materials for college-sponsored speech and forensics activities, tournaments and festivals, high-school assemblies, and civic organizations. Events include debate, public speaking, and oral interpretation of literature. Participation is required for credit. Offered as open-entry/open-exit. *R-E-3*

## Theatre Arts

### TA 1 FUNDAMENTALS OF ACTING

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Fundamentals of acting establishes a working vocabulary and basic skills of the acting process. Through exercises and improvisations, the actor explores imagination as the actor's primary resource and the basic approach to text through action. Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4. *NR*

### TA 2 SCENE STUDY I

**3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

*Prerequisite: TA 1*

Focuses on beginning scene study with an emphasis on exploring action/objective, characterization, and ensemble performance, working toward a realization of method of approach. Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4. *NR*

**TA 3  
SCENE STUDY II  
3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC  
Prerequisite: TA 2*

Further study in the application of the given circumstances to a text and the development of characterization. Performing scenes from the plays of Ibsen, Chekhov, and Pinter is stressed. Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4. *NR*

**TA 4  
ACTING STYLES I  
3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC  
Prerequisite: TA 3*

Devoted to the training of classical styles, including Greek, Romanesque, Elizabethan, and Commedia del Arte. Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4. *NR*

**TA 10  
MUSICAL THEATRE  
TECHNIQUES  
3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Principles and techniques of the various performance methods and styles involved in performing for the musical theatre. Solo and choral singing, dancing, and acting will be taught through a series of exercises. Students are limited to a combined total of four enrollments in TA 10, 210, and 212. *NR*

**TA 11  
STAGE MOVEMENT  
3 Units; 2 hours lecture; 3 hours lab**

*Transfers: CSU, UC*

Designed to assist students in using their physical movements to embellish and augment characterization. Principles of mime and pantomime will supplement the concepts of psychological and physical sources of movement. Students are limited to a combined total of four enrollments in TA 11, 35, 136, and 290. *NR*

**TA 12  
DIRECTING  
3 Units; 3 hours lecture**  
*Transfers: CSU, UC  
Recommended Preparation: TA 1*

An introduction to the role of the director in modern theatrical production. Study of the director's interpretation of dramatic literature, with emphasis on the communication of intellectual and emotional concepts through composition, picturization, movement, and rhythm. *NR*

**TA 15  
REHEARSAL AND  
PERFORMANCE: DRAMA  
2 Units; 6 hours lab**  
*Transfers: CSU, UC*

*Limitation: Audition or interview*  
Emphasizes the preparation of serious dramatic productions for public performance, including acting, technical, and production management. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125. *R-E-3*

**TA 16  
REHEARSAL AND  
PERFORMANCE: COMEDY  
2 Units; 6 hours lab**  
*Transfers: CSU, UC*

*Limitation: Audition or interview*  
Emphasizes the preparation of comic productions for public performance, including acting, technical, and production management. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125. *R-E-3*

**TA 17  
REHEARSAL AND  
PERFORMANCE: MIXED  
GENRES  
2 Units; 6 hours lab**  
*Transfers: CSU, UC*

*Limitation: Audition or interview*  
Emphasizes the preparation of comic productions of mixed genres for public performance including acting, technical, and production management. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125. *R-E-3*

**TA 18  
REHEARSAL AND  
PERFORMANCE: DANCE  
1 Unit; 3 hours lab**  
*Transfers: CSU, UC*

*Limitation: Audition or interview*  
Emphasizes the preparation of students for public performance within a musical theatre environment. Students will learn dance styles and routines appropriate to the period of current production. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125. *R-E-3*

**TA 19  
REHEARSAL AND  
PERFORMANCE: MUSICAL  
THEATRE  
2 Units; 6 hours lab**  
*Transfers: CSU, UC*

Emphasizes the preparation of musical theatre productions comprised of mixed genres for public performance including acting, technical, and production management. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125. *R-E-3*

**TA 20  
THEATRE APPRECIATION  
3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

Focuses on the relationship of theatre to various cultures throughout history and on the contributions of significant individual artists. Introduces students to elements of the production process, including playwrighting, acting, directing, design, and criticism. Students will survey different periods, styles, and genres of theatre through play reading, discussion, films, and viewing and critiquing live theatre. Requires attendance of theatre productions. *NR*

**TA 22  
MUSICAL THEATRE HISTORY  
AND APPRECIATION  
3 Units; 3 hours lecture**  
*Transfers: CSU, UC*

Introduces the student to the history and literature of the musical theatre from mid-19th century to present day. Explores the stylistic distinctions found in the musical as well as its social and cultural significance. Emphasis is placed on the contributions and influence of the individual writer, composer, or lyricist. *NR*

**TA 25****THEATRE HISTORY: PRIMITIVE TO RENAISSANCE**  
**3 Units; 3 hours lecture***Transfers: CSU, UC*

Reading and discussion of representative plays from the major eras of world drama. Development of the play script in themes, characterization, and dramatic structure from primitive ritual through the great playwrights of Greece, Rome, and Medieval and Renaissance Europe. Consideration of philosophical and cultural backgrounds and production styles influencing the staging of the plays.

NR

**TA 26****THEATRE HISTORY: RENAISSANCE TO CONTEMPORARY**  
**3 Units; 3 hours lecture***Transfers: CSU, UC*

Reading and discussing significant plays selected from the major forms of world drama since the Renaissance. Emphasis on themes, characterization, and philosophical and cultural influences on content and production styles. NR

**TA 35****VOICE AND DICTION**  
**3 Units; 3 hours lecture***Transfers: CSU, UC*

Emphasizing principles and practices in vocal and articulatory development and control, drills in phonation, resonance, and vocal variety, drills for clarity and ease in articulation. Begin to work on developing a dialect and heightened text. Students are limited to a combined total of four enrollments in TA 11, 35, 136, and 290. NR

**TA 43****STAGE MAKE-UP**  
**3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU, UC*

A study of theory and practice in make-up for the stage. Emphasis on the development of individual skill in techniques of character analysis, application in pigment, hair design, and selection and use of equipment. Crew assignment for college productions is required and will provide instruction in make-up techniques. NR

**TA 108****AUDITION TECHNIQUES**  
**3 Units; 2 hours lecture; 3 hours lab***Transfers: CSU*

Emphasizes the process of auditions, cold readings, script analysis, interviews and unrehearsed scenes. Includes resume writing techniques, interview techniques and casting instruction for the actor. Students are limited to a combined total of four enrollments in TA 108, 211, and 214. NR

**TA 110****CHICANA/O LATINA/O THEATRE**  
**3 Units; 3 hours lecture***Transfers: CSU*

Focusing on the evolution of Chicana/o Latina/o dramatic literature, course will analyze playwrights and theatre groups that express the Chicana/o Latina/o experiences in the United States, examining relevant "actos", plays, and documentaries to their contributions in the development of the Chicana/o Latina/o Theatre movement. NR

**TA 113****REHEARSAL AND PERFORMANCE: CHILDREN'S THEATRE****2 Units; 6 hours lab***Transfers: CSU**Limitation: Audition or interview*

Emphasizes the preparation of play production for the child audience for public performance. This course is open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125. R-E-3

**TA 125****REHEARSAL AND PERFORMANCE: NEW WORKS – MUSICAL**  
**2 Units; 6 hours lab***Transfers: CSU**Limitation: Audition**Recommended Preparation: TA 1 and 10*

Emphasizes the preparation of new work for the musical theatre. character analysis, script analysis, and development of a new work or previously unpublished work. Class will culminate in a public 'staged reading' of a new theatrical work. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125. NR

**TA 128****THEATRE, PERFORMANCE, AND CULTURE**  
**3 Units; 3 hours lecture***Transfers: CSU*

Theatre and cinema from a historical and cultural perspective. Explores how the theatre and performance of a culture are influenced by, and reflective of, the historical and cultural attributes of that culture. Performance may include, but is not limited to theatre, film, and media. NR

**TA 136****ADVANCED VOICE AND DICTION**  
**3 Units; 3 hours lecture***Transfers: CSU**Prerequisite: TA 35**Recommended Preparation: TA 1*

A continuation of the work begun in Voice and Diction with application to classical text and accents. Continue to deepen understanding of vocal production and acquire additional tools for gaining mastery of the physical means of voice production. Begin putting the tools of IPA and diction work begun in TA 35 to more complex use in poems and classical literature. Practice exercises for centering the breath and body, locating and releasing tension, exploring pitch, tone, and range, developing a free and responsive voice. Solidify understanding of the International Phonetic Alphabet and use it for working with both classical texts and poems, as well as development of at least one foreign and one regional American accent. Students are limited to a combined total of four enrollments in TA 11, 35, 136, and 290. NR

**TA 210****SCENE STUDY FOR AMERICAN MUSICAL THEATRE**  
**3 Units; 2 hours lecture; 3 hours lab***Recommended Preparation: TA 10*

Concentrates on scene study, characterization, song repertory, and ensemble performance in American musical theatre. Students are limited to a combined total of four enrollments in TA 10, 210, and 212. NR

**TA 211  
MUSICAL THEATRE AUDITION  
TECHNIQUES**  
**3 Units; 2 hours lecture; 3 hours  
lab**

*Recommended Preparation: MUS  
1, TA 10*

Designed for students preparing to audition for musical theatre productions. Every aspect of the musical audition will be addressed, emphasizing music selection, preparation, and building of repertoire. Students are limited to a combined total of four enrollments in TA 108, 211, and 214. *NR*

**TA 212  
MUSICAL THEATRE  
MOVEMENT AND DANCE**  
**3 Units; 2 hours lecture; 3 hours  
lab**

Designed to give students understanding and practical knowledge of musical theatre movement and dance. Emphasis is on the understanding and execution of the fundamental skills basic to musical theatre and musical theatre dance. Includes history, audition techniques, and choreography of musical theatre movement and dance. Students are limited to a combined total of four enrollments in TA 10, 210, and 212. *NR*

**TA 213  
PUPPET-MAKING AND  
PERFORMANCE**  
**1 Unit; 3 hours lab**

Designed for theatre students, art students and teachers, psychologists, and those interested in puppetry. Tabletop puppets, hand puppets, rod puppets and string puppets will be covered. Students construct at least two puppets using additive sculpture techniques, body construction, painting, costuming, and wiggling techniques. *NR*

**TA 214  
AUDITION AND INTERVIEW  
TECHNIQUES FOR KCACTF AND  
URTA**  
**1 Unit; 3 hours lab**

Develops technical skills, acting skills and interview skills specific to participation in the Kennedy Center American Theatre Festival auditions and the University Resident Theatre Association auditions. Students are limited to a combined total of four enrollments in TA 108, 211, and 214. *R-E-3*

**TA 250  
SUMMER CONSERVATORY  
MUSICAL THEATRE**  
**2 Units; 6 hours lab**

*Limitation: By audition only*  
Specializing in musical theatre training as cast or an orchestra member for a specific theatrical production. Students are limited to a combined total of four enrollments in TA 250, 251, 252, 253, 254, and 255. *NR*

**TA 251  
SUMMER CONSERVATORY  
MUSICAL THEATRE:  
PRODUCTION**  
**2 Units; 6 hours lab**

*Recommended Preparation: ETT  
40 or 142*  
Specializes in theatre production, stagecraft, lighting, sound, costumes, and make-up. Students are limited to a combined total of four enrollments in TA 250, 251, 252, 253, 254, and 255. *NR*

**TA 252  
SUMMER CONSERVATORY  
EARLY 20TH CENTURY  
MUSICAL THEATRE**  
**2 Units; 6 hours lab**

*Limitation: By audition only*  
Musical theatre training as a cast member for a theatrical production originally written and performed from 1900-1942. Students are limited to a combined total of four enrollments in TA 250, 251, 252, 253, 254, and 255. *NR*

**TA 253  
SUMMER CONSERVATORY  
MID 20TH CENTURY MUSICAL  
THEATRE**  
**2 Units; 6 hours lab**

*Limitation: By audition only*  
Specializes in musical theatre training as a cast member for a theatrical production originally written and performed from 1943-1966. Students are limited to a combined total of four enrollments in TA 250, 251, 252, 253, 254, and 255. *NR*

**TA 254  
SUMMER CONSERVATORY  
LATE 20TH CENTURY MUSICAL  
THEATRE**  
**2 Units; 6 hours lab**

*Limitation: By audition only*  
Specializing in musical theatre training as a cast member for a theatrical production originally written and performed from 1967-1999. Students are limited to a combined total of four enrollments in TA 250, 251, 252, 253, 254, and 255. *NR*

**TA 255  
SUMMER CONSERVATORY  
CONTEMPORARY MUSICAL  
THEATRE**  
**2 Units; 6 hours lab**

*Limitation: By audition only*  
Musical theatre training as a cast member for a theatrical production originally written and performed after 2000. Students are limited to a combined total of four enrollments in TA 250, 251, 252, 253, 254, and 255. *NR*

**TA 290  
ACTING FOR TELEVISION AND  
FILM**  
**3 Units; 2 hours lecture; 3 hours  
lab**

Principles and techniques of various performance methods involved in acting for television and motion pictures. Directed exercises and dramatic scenes (formerly TA 7). Students are limited to a combined total of four enrollments in TA 11, 35, 136, and 290. *NR*

## Travel and Tourism

**TOUR 250  
INTRODUCTION TO TRAVEL &  
TOURISM**  
**3 Units; 3 hours lecture**

Introduction to the basics of the travel industry and its various avenues for an exciting career. Methods and practices for locating both domestic and international tickets for domestic and international itineraries, routes, tariffs, and fares. Understanding travel industry documents for domestic and international itineraries. Documentation requirements and travel regulations will be covered. *NR*

**TOUR 252**  
**WORLD DESTINATIONS AND RESORTS – WESTERN HEMISPHERE**

**3 Units; 3 hours lecture**

Provides knowledge of hotels, sightseeing and tourist attractions, geographical locations, and local transportation in major destinations within the Western hemisphere. Areas covered include the 48 contiguous United States, Alaska, Hawaii, Mexico, Canada, the Caribbean, the Bahamas and Bermuda Islands, and Central and South America. *NR*

**TOUR 253**  
**WORLD DESTINATIONS – EUROPE**

**3 Units; 3 hours lecture**

Study sightseeing highlights, tourist attractions, currency, customs and local transportation in major destinations within the most visited countries of Europe. *NR*

**TOUR 254**  
**WORLD DESTINATIONS – PACIFIC, ASIA, AFRICA, MIDDLE EAST**

**3 Units; 3 hours lecture**

Study accommodations, sightseeing highlights, tourist attractions, currency, customs and local transportation in countries most visited by American tourists in Africa, the Middle East, Asia, and the Pacific. *NR*

**TOUR 255**  
**SELLING DREAMS – THE TRAVEL INDUSTRY**

**3 Units; 3 hours lecture**

Identifies the many segments of the Travel Industry including airlines, hotels, cruises, tours, car rentals, and rail. Summarizes their place and importance to the traveling public. Serves as an introduction into the travel industry and related positions and careers. Analyzes the differences between sales and marketing. Explores target marketing, demographics, how to sell, advertising, telephone sales, resume writing and interviewing. *NR*

**TOUR 257**  
**TOURS AND CRUISES**

**3 Units; 3 hours lecture**

Methods and practices for booking tours and cruises worldwide. Fundamentals of the tour and cruise industry, including various products and comparisons. *NR*

**TOUR 259**  
**AIRLINE COMPUTER TRAINING**  
**2 Units; 1 hour lecture; 3 hours lab**

*Recommended Preparation:*  
**TOUR 250**

Designed for advanced travel and tourism students with emphasis on basic SABRE computer training including P.N.R. (Passenger Name Record). *NR*

**TOUR 260**  
**ADVANCED AIRLINE COMPUTER TRAINING**  
**2 Units; 1 hour lecture; 3 hours lab**

*Recommended Preparation:*  
**TOUR 259**

Designed for the advanced travel and tourism students with emphasis on advanced SABRE computer training, including invoice/itinerary and PHASE IV applications. *NR*

## Tutoring

**TU 100**  
**FUNDAMENTALS OF TUTORING**

**2 Units 1 hour lecture 2 hours lab**

*Transfers: CSU*

A general introduction to tutoring and skills needed to be an effective tutor. Includes theories of learning and practical applications. Training in learning styles, using questioning techniques, college resources, prioritizing feedback, and modeling will be provided. Individual differences in learning styles will be discussed and the importance of encouraging independence and good study habits will be stressed. Students will participate in supervised tutoring in the college Learning Resource Center. *NR*

**TU 300**  
**SUPERVISED TUTORING**

**0 Unit; 12 hours learning center**

Designed to provide assistance for all students who require additional support in their courses at the college, including basic skills, advanced and honors levels. Students are assisted by trained tutors who promote self-regulated learning, critical thinking, and problem solving on the part of student learners. Students are supported to monitor their own learning processes. This course is open-entry/open-exit. *R-E-99*

## Women's and Gender Studies

**WS 10**  
**INTRODUCTION TO WOMEN'S STUDIES**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

An exploration of the core concepts of women's and gender studies focusing on the ways in which the categories of gender as a social construct impact social institutions, cultural practices and the lives of women and men. The course focuses on the ways in which differences of race, ethnicity, class, sexuality and age define gendered experiences and identities. *NR*

**WS 31**  
**GENDER AND POPULAR CULTURE**

**3 Units; 3 hours lecture**

*Transfers: CSU, UC*

Examines how forms of popular culture such as advertising, film, television and music construct gender and how those constructions become cultural norms. Explores how popular culture defines and shapes ideas of women, men, race, class and sexuality. *NR*

**WS 120**  
**WOMEN AND CAREERS**  
**3 Units; 3 hours lecture**

*Transfers: CSU*

Complete process of self-evaluation, decision-making, and goal setting. Offers the opportunity to reassess career aspirations, to explore the current job market, and to become acquainted with successful job-hunting and career-planning techniques. *NR*



## Emeritus Accounting

### ACCT 229X IMPROVING INVESTMENT PERFORMANCE (EI)

**0 Unit; 1 hour lecture  
0 Unit; 2 hours lecture**

Focuses on maximizing investment performance for the beginning and experienced investor, including strategies critical to the formation, preservation and growth of financial assets. *R\_99*

### ACCT 232X STOCKS AND BONDS MANAGEMENT (EI)

**0 Unit; 2 hours lecture  
0 Unit; 1 hour lecture**

Discusses the dynamics of global economics, stock and bond markets, and mutual funds with an emphasis on helping investors develop an informed and strategic investment philosophy. *R\_99*

## Emeritus Art

### ART 10X CERAMICS HANDBUILDING (EI)

**0 Unit; 0.5 hours lecture; 1 hour lab  
0 Units; 1 hour lecture; 2 hours lab**

A practical and historical introduction to the core aspects of the ceramics process. The course will include handbuilding, trimming and finishing, firing and glazing. *R\_99*

### ART 11X BEGINNING CERAMICS-WHEEL (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

Introduction to beginning techniques of ceramics wheel building, with emphasis on traditional shapes and forms. Includes wheel throwing techniques, trimming and finishing, firing and glazing. *R\_99*

### ART 12X INTERMEDIATE CERAMICS (EI)

**0 Unit; 0.5 hours lecture 1 hour lab  
0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation: ART 10X*  
Covers theory, materials, and techniques of ceramics at an intermediate level. Includes design-forming techniques, use of the potter's wheel, glazing, and firing. *R\_99*

### ART 13X ADVANCED CERAMICS (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation: ART 12X*  
Course directs advanced projects in ceramics with emphasis on the use of the potter's wheel. Evaluation of forms and creative use of ceramic concepts and materials will be emphasized. Design, forming and glazing techniques will be presented. *R\_99*

### ART 14XA BEGINNING CERAMICS- SLIPCASTING (EI)

**0 Unit; 1 hour lecture; 0.5 hours lab  
0 Unit; 1 hour lecture; 2 hours lab**

Theory and history of ceramics as well as basic techniques in ceramic slipcasting, including pouring low fire slip into molds, finishing, carving, underglazes, glazes, and overglaze applications, plus firing processes. *R\_99*

### ART 14XB INTERMEDIATE CERAMICS- SLIPCASTING (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation: ART 14XA*  
Intermediate level theory and technique in low firing clay to high porcelain slipcasting. Exploration of basic functions, forms, color, glazing and decorative techniques. *R\_99*

### ART 14XC ADVANCED CERAMICS- SLIPCASTING (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation: ART 14XA and ART 14XB*  
Advanced ceramic slipcasting techniques including concepts in advanced surface and color in the low fire ceramic process. Advanced glaze concepts, including specialty glazes, advanced use of ceramic forms, and ceramic product development will be emphasized. *R\_99*

### ART 14XD ART OF CERAMIC DECORATING (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

Theory and techniques for application of translucent underglaze, review of basic underglaze, techniques in specialty glaze, and transfer designs. Students' advanced projects will provide for application of theory and practice of techniques. *R\_99*

### ART 20X ART APPRECIATION (EI)

**0 Unit; 1 hour lecture  
0 Unit; 2 hours lecture**

Focuses on the fundamentals and aesthetics of the visual arts, as well as the major developments that shaped the evolution of Western art. *R\_99*

### ART 25X ART HISTORY (EI)

**0 Unit; 2 hours lecture**

Surveys the history of Western art. Focuses on major works and artists of lasting significance from prehistoric to the modern times. *R\_99*

**ART 28X  
CONTEMPORARY ART AND  
CULTURE (EI)**

**0 Unit; 2 hours lecture**

Emphasizes 20th century art, culture, and architecture. Explores cultural forces that shaped the arts and how the arts, in turn, shaped diverse cultures. *R\_99*

**ART 31XA  
BEGINNING INTARSIA (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Recommended Preparation: ART 61XA  
Traditional and contemporary intarsia techniques to create a variety of landscape, organic and geometric designs with inlaid stones. *R\_99*

**ART 31XB  
INTERMEDIATE INTARSIA (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*  
**ART 31XA**  
Develop a perspective of intarsia by size and color. Advanced methods in pointing and fitting of stone, and channel work are included. *R\_99*

**ART 33XA  
BEGINNING ENAMELING (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Introductory studio course on basic enameling techniques for the beginner. *R\_99*

**ART 33XB  
INTERMEDIATE ENAMELING (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Recommended Preparation: ART 33XA  
A studio course emphasizing traditional and contemporary concepts, processes, and techniques in enameling at an intermediate level. *R\_99*

**ART 35XA  
BEGINNING STAINED GLASS (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Fundamental approach for working with stained glass using the copper-foil and lead came technique, in two and/or three-dimensional projects. *R\_99*

**ART 35XB  
ADVANCED STAINED GLASS (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

**ART 35XA**

Designed to explore the possibilities of working in glass by utilizing the kiln to fuse, tack, and slump objects using tested compatible glass. Create a variety of projects incorporating techniques learned in previous 'cold glass' courses. *R\_99*

**ART 36XA  
BEGINNING JEWELRY METAL  
FABRICATION (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**0 Unit; 0.5 hours lecture; 1 hour lab**

A studio course emphasizing the concepts, processes and techniques involved in the making of jewelry. Includes demonstration and practice in the design and construction of jewelry fabricated for decorative wear. *R\_99*

**ART 36XB  
INTERMEDIATE JEWELRY METAL  
FABRICATION (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**0 Unit; 0.5 hours lecture; 1 hour lab**

*Recommended Preparation:*

**ART 36XA**

A studio course introducing intermediate methods, materials, designs and practices in the construction of jewelry by metal fabrication. Includes ring, chain, and brooch design, enameling, and the decoration and setting of stones. Necessary tools and types of metals will be discussed. *R\_99*

**ART 36XC  
ADVANCED JEWELRY METAL  
FABRICATION (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

**ART 36XB**

A studio course offering advanced theory and methods, materials, designs and practices in the construction of complex jewelry by metal fabrication such as adding color to metal. Includes the study of metal chain construction, stone mountings, box construction, fringes, repousse, milling, enameling, textured surfaces and bead construction. Production methods will be discussed. *R\_99*

**ART 39XA  
BEGINNING JEWELRY DESIGN  
LOST WAX (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

A studio course offering theory, demonstration, design and construction in the lost wax casting process of creating metal jewelry for decorative wear. *R\_99*

**ART 39XB  
INTERMEDIATE JEWELRY DESIGN  
LOST WAX (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

**ART 39XA**

A studio course offering advanced methods in the design and construction in the lost wax casting process to create metal jewelry for decorative wear. Emphasizes the design and development of complex projects including mold making. *R\_99*

**ART 41X  
ART MEDIA STUDIES (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Introduction to art media and related fine arts processes. Traditional and contemporary processes in fine art/mixed media and related processes including drawing, painting, printmaking, collage and assemblage in both two-dimensional and three-dimensional art forms. *R\_99*

**ART 50X  
BEGINNING PAINTING IN  
OIL/ACRYLIC (EI)**

**0 Unit; 0.5 hours lecture; 1 hour lab**

**0 Unit; 1 hour lecture; 2 hours lab**

Includes the basic elements of drawing, color, design and painting as the older adult learns the use of materials and techniques in oil, acrylic, and other media. Emphasizes individual style and expression. *R\_99*

**ART 51X  
INTERMEDIATE PAINTING IN  
OIL/ACRYLIC (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

**ART 50X**

Designed for students who have some basic knowledge of color, composition and perspective and who wish to improve techniques, develop creativity and use their own resource materials. Introduction of techniques into abstract and non-objective painting in oil, acrylic, and other media. *R\_99*

**ART 52X  
ADVANCED PAINTING IN  
OIL/ACRYLIC (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**0 Unit; 0.5 hours lecture; 1 hour lab**

*Recommended Preparation:*

**ART 51X**

Designed for students who have an intermediate/advanced knowledge of painting, and who wish to continue to sharpen technique and further develop creativity, and style. The use of their own resource materials will be emphasized. *R\_99*

**ART 53X  
PAINTING IN SUBJECT AREAS (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**0 Unit; 0.5 hours lecture; 1 hour lab**

*Recommended Preparation:* **ART 52X**

Provides theory and demonstration of materials, applications, and techniques in a variety of subject matter and art mediums. Various exercises in the use of material, composition, perspective, and values. *R\_99*

**ART 54X  
PORTRAIT PAINTING IN OILS,  
WATERCOLOR AND PASTELS (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:* **ART 85X**

Constructing the human head and features using a variety of painting media. Includes choosing a pose, lighting, as well as props and backgrounds. Demonstrations in oils, watercolors, and/or pastels. *R\_99*

**ART 55XA  
BEGINNING CHINESE BRUSH  
PAINTING (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Provides an introduction to the techniques of Chinese Brush Painting. Practice traditional subjects including animal, vegetal and landscape motifs. Concepts in design and composition. Traditional mounting of completed paintings. *R\_99*

**ART 55XB  
INTERMEDIATE CHINESE BRUSH  
PAINTING (EI)**

**0 Unit; 1 hour lecture; hours lab**

*Recommended Preparation:*

**ART 55XA**

Develop skills in handling the brush, ink, and color in a wide range of subjects while exploring concepts of design and composition. Explore history and aesthetics of Chinese painting. *R\_99*

**ART 56X  
PASTEL PAINTING (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Traditional and contemporary methods in the use of painting with pastels. The older adult explores a variety of techniques in the pastel medium. *R\_99*

**ART 58X  
BEGINNING WATERCOLOR (EI)**

**0 Unit; 0.5 hours lecture; 1 hour lab**

**0 Unit; 1 hour lecture; 2 hours lab**

Basic methods of applying watercolor: washes, color mixing, and brush technique. The spontaneity of transparent watercolor will be stressed and explored. *R\_99*

**ART 59X  
INTERMEDIATE/ADVANCED  
WATERCOLOR (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**0 Unit; 0.5 hours lecture; 1 hour lab**

*Recommended Preparation:*

**ART 58X**

Utilizing and incorporating color mixing in a broader palette for washes, glazing, and spontaneous interpretation of the subject matter. An increasing emphasis will be placed on individual exploration with the medium. *R\_99*

**ART 61XA  
BEGINNING LAPIDARY (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Explores the proper usage of lapidary machines for cutting and polishing gemstones: slabsaw, trim saw, grinders, sanders, lapping wheels, polishers, and drills. Methods include how to cut, trim, grind, dop, sand, polish and set gemstones. *R\_99*

**ART 61XB  
INTERMEDIATE LAPIDARY (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

**ART 61XA**

Instruction in cutting and polishing gemstones, channel work and intarsia. Topics include: what makes a gemstone, how they occur, types of gemstone deposits, luster, hardness, toughness, and complex lapidary machines. *R\_99*

**ART 70X  
BEGINNING SCULPTURE (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

Introduces sculptural ideas, issues and techniques in clay, wood, and various other media. The student will apply theory and techniques of sculpture in selected materials *R\_99*

**ART 71X****INTERMEDIATE SCULPTURE (EI)****0 Unit; 1 hour lecture; 2 hours lab****0 Unit; 0.5 hours lecture; 1 hour lab***Recommended Preparation: ART 70X*

Includes the creation of sculpture in contemporary as well as historic styles. The use of ceramic clay, soft stone, and synthetic modeling materials with emphasis on both the human and animal figure. *R\_99*

**ART 80X****BEGINNING SKETCHING (EI)****0 Unit; 0.5 hours lecture; 1 hour lab****0 Unit; 1 hour lecture; 2 hours lab**

Basic drawing techniques with emphasis on individual artistic expression. Still life, student model, and location work will be done in the classical media of pencil, charcoal and pastel. *R\_99*

**ART 81X****INTERMEDIATE SKETCHING (EI)****0 Unit; 1 hour lecture; 2 hours lab***Recommended Preparation: ART 80X*

Using traditional sketching media in still life, landscape, and figure drawing. Builds upon basic drawing techniques. *R\_99*

**ART 85X****BEGINNING LIFE DRAWING (EI)****0 Unit; 1 hour lecture; 2 hours lab****0 Unit; 0.5 hours lecture; 1 hour lab**

Includes the fundamental structure of the human body, including skeletal and muscular systems. Sketching and drawing exercises allow students practice in portraying the body with reasonable accuracy. *R\_99*

**Emeritus Biology****BIO 226X****BIRDS OF THE WORLD (EI)****0 Unit; 1 hour lecture; 2 hours lab**

Includes bird ancestry, evolution, systematics, distribution, topography, behavior (song, territoriality, migration), and techniques of field identification of birds. Designed for older adults who wish to actively participate in a course outdoors. Includes field trips to local sites. *R\_99*

**Emeritus English****ENG 3X****INTRODUCTION TO CREATIVE WRITING (EI)****0 Unit; 1.5 hours lecture****0 Unit; 3 hours lecture**

An in-depth examination of the essentials of creative writing, including the basics of manuscript preparation, techniques of fiction and nonfiction, and the various functions of writing tools. *R\_99*

**ENG 4X****ADVANCED CREATIVE WRITING (EI)****0 Unit; 3 hours lecture***Recommended Preparation: ENG 3X*

Offers an in-depth study of prose including organization, classification, comparison and contrast, cause and effect, as well as definition and development for nonfiction and fiction. Point of view, plot description, characterization, dialogue, narration, theme, sights, sounds, and sensation will also be discussed. *R\_99*

**ENG 6X****NON-FICTION WRITING (EI)****0 Unit; 3 hours lecture**

Focus will be on techniques and practice in writing nonfiction articles, essays, and biographical sketches. *R\_99*

**ENG 40XA****THE BIBLE AS LITERATURE: GENESIS TO PSALMS (EI)****0 Unit; 2 hours lecture**

A literary examination of the Hebrew Bible from Genesis to Psalms, analyzing the structure, form, authorship, transmission, style, and distinctive themes of these books. There is special focus on the original Jewish cultural contexts from which this literature arose. *R\_99*

**ENG 40XA****THE BIBLE AS LITERATURE: PSALMS TO GOSPELS (EI)****0 Unit; 2 hours lecture**

A literary examination of the Bible from the Hebrew Psalms to the Synoptic Gospels, analyzing the structure, form, authorship, transmission, style, and distinctive themes of these books. There is special focus on the original Jewish cultural contexts from which this literature arose. *R\_99*

**ENG 40XA****THE BIBLE AS LITERATURE: GOSPELS TO REVELATIONS (EI)****0 Unit; 2 hours lecture**

Presentation and discussion of the New Testament from John's gospel to his apocalypse. This includes Pauline and non-Pauline Epistles and focuses on the historical, theological, cultural, and literary contexts from which the New Testament emerged. *R\_99*

**ENG 52X****FILM AS LITERATURE (EI)****0 Unit; 1.5 hours lecture****0 Unit; 3 hours lecture**

Examination of film as a 20th and 21st century art form. Considers foreign and domestic cinema with a focus on archetype, myth, symbol, characterization, and plot. *R\_99*

## Emeritus Fashion

### FASH 110XA BEGINNING CLOTHING CONSTRUCTION (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

This course is designed for the beginning student, and emphasizes the operation of a sewing machine, pattern reading, layout and garment construction. Focus on improvement of basic sewing techniques and process. R\_99

### FASH 110XB INTERMEDIATE CLOTHING CONSTRUCTION (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

FASH 110XA

Clothing construction and pattern alterations for personal wardrobe. Examine and utilize commercial patterns, selection of fabric, textures and principles of color design. R\_99

### FASH 110XC ADVANCED CLOTHING CONSTRUCTION (EI)

**0 Unit ; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

FASH 110XB

Advanced techniques in construction of garments. Adjust patterns or use designer patterns for personal and fitted styles. Handling of special fabrics and fine custom details. R-E-99

### FASH 124X WEARABLE ART (EI)

**0 Unit; 0.5 hours lecture; 1 hour lab**

**0 Unit; 1 hour lecture; 2 hours lab**

Design and construct a garment or accessory incorporating techniques of surface design, bobbin work, fabric manipulation, embellishment and dimensional texture. Designed for the older learner. R\_99

### FASH 125X RIBBON WORK (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

**0 Unit; 0.5 hours lecture; 1 hour lab**

Techniques of ribbon manipulation including classic and contemporary design methods in producing wearable adornments or accessories. Designed for students interested in fashion design. R\_99

### FASH 282XA BEGINNING CROCHETING (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

Introduction to crochet. Includes color, design, types of yarns, crochet thread, terminology used in reading, and following patterns. Crochet techniques for artistic, functional and wearable projects. R\_99

### FASH 282XB INTERMEDIATE CROCHETING (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

Recommended Preparation: FASH 282XA  
Study of fibers used for crochet so that student can construct garments or accessories. Review of crochet pattern techniques. New stitches and methods of finishing and blocking projects. Adjusting patterns following the gauge changes for size; designing and adapting patterns to personal body measurements. R\_99

### FASH 283XA BEGINNING KNITTING (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

Introduction to knitting theory, techniques and fibers. Lectures include how to cast on, basic stitches, and finishing techniques as well as how to read and understand patterns. Use of test swatches in a class project, understanding gauge, and modification of patterns for personal satisfaction. R\_99

### FASH 283XB INTERMEDIATE KNITTING (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

*Recommended Preparation:*

FASH 283XA

Develop knitting skills at an intermediate level. Learn new cast-on, cast-off methods, simple pattern combinations, and how to adjust pattern to fit specific size. R\_99

### FASH 286X QUILTING AND PATCHWORK (EI)

**0 Unit; 1 hour lecture; 2 hours lab**

Fundamental quilting/patchwork techniques to include: applique, cathedral windows, crazy quilting, fabric selection, pattern drafting, piecing, reverse applique, and trapunto. R\_99

## Emeritus Gerontology

### GERO 120X WEIGHT-RELATED HEALTH RISK FACTORS-EI

**0 Unit; 3 hours lecture**

Informs students about risk factors contributing to cardiovascular disease. Students develop individual programs of weight control including measures for blood pressure control, calorie intake, energy expenditure, body composition, aerobic conditioning and nutritional analysis. R\_99

## Emeritus Health

### HLTH 501 HEALTH FITNESS AND WELLNESS FOR THE OLDER ADULT (EI)

**0 Unit; 1.5 hours lecture; 1.5 hours lab**

Principles of achieving and maintaining ideal body composition through lectures and discussions on balanced nutrition and life sustaining exercise strategies designed for the older adult. Principles applied within an aerobic exercises skills lab to enhance cognitive and physical wellness.

R-E-99

### **HLTH 502 HEALTH AND WELLNESS FOR THE OLDER ADULT (EI)**

**0 Unit; 1 hour lecture; 1 hour lab**

Assesses the physical and mental health processes of aging and stresses the importance of maintaining independence in daily activities. Topics include cognitive abilities, nutrition, diet, exercise, and disease/injury prevention as it relates to the older adult. R-E-99

### **HLTH 503 HEALTH AND FITNESS FOR THE OLDER ADULT (EI)**

**0 Unit; 0.75 hours lecture; 0.75 hours lab**

Assesses the physical and mental health processes of aging and stresses the importance of exercise in maintaining independence in daily activities. Topics include cognitive and physical exercise, diet, nutrition, and disease and injury prevention as it relates to the older adult. R-E-99

### **HLTH 504 HEALTHY AGING FOR THE OLDER ADULT (EI)**

**0 Unit; 0.5 hours lecture; 0.5 hours lab**

Various health related topics and safe, beneficial exercises intended to promote general health and fitness for older adults will be introduced and discussed. Each class will incorporate information, discussion, and implementation strategies. R-E-99

## **Emeritus Health Science**

### **HSC 105X CONSUMER HEALTH ISSUES (EI)**

**0 Unit; 2 hours lecture**

Promotes awareness and informed decision making in regard to health issues, including health insurance, frauds, legislation, selection of doctors, pharmacists and health care agencies. R\_99

## **Emeritus History**

### **HIST 205X WESTERN CIVILIZATION SINCE 1648 (EI)**

**0 Unit; 1 hour lecture**

**0 Unit; 2 hours lecture**

Surveys the nature of Western Civilization considering its development since the 17th Century to the present.

Major emphasis will be placed on industrialization, nationalism, imperialism, and selected problems of the 21st century. Designed for the older adult interested in contemporary issues of government. R\_99

### **HIST 275X CONTEMPORARY MIDDLE EAST (EI)**

**0 Unit; 1 hour lecture**

**0 Unit; 2 hours lecture**

Major political, economic, and social institutions and movements of the Middle East from World War I to the present. Emphasis on problems of the developing Middle Eastern nations and the Arab-Israeli conflict. Introduction to Islamic religious institutions and their relationship to contemporary issues. Designed for the older adult interested in our current involvement and future direction in the Middle East. R\_99

## **Emeritus Humanities**

### **HUM 204X MODERN WORLD CULTURE: 1700-PRESENT (EI)**

**0 Unit; 2 hours lecture**

Identifies and studies characteristically modern ideas about a variety of important human experiences as represented in literature, art, and philosophy. Themes studied include the decline of the supernatural, the development of sciences, the emergence of psychology, rise of individualism, skepticism, and the development of new attitudes toward home, work, and the human community for older adults. R\_99

## **Emeritus Music**

### **MUS 19X INTRODUCTION TO OPERA (EI)**

**0 Unit; 3 hours lecture**

Educate the older adult in the techniques used by major composers such as Gluck, Mozart, Rossini, Donizetti, Bellini, Verdi, Wagner, and Puccini who have shaped Western opera. R\_99

### **MUS 20X FOR THE LOVE OF MUSIC (EI)**

**0 Unit; 3 hours lecture**

Introduction to music history for the older adult. Fundamentals of musical composition and major composers that have shaped Western musical developments are studied. R\_99

### **MUS 34X MEN'S AND WOMEN'S CHORAL: BARBERSHOP (EI)**

**0 Unit; 0.5 hours lecture; 0.5 hours lab**

**0 Unit; 1 hour lecture; 1 hour lab**

Choral ensemble of male and female voices specializing in rehearsal and performance of barbershop harmony. Special attention will be given to note values, basic rhythms, ear training and diction. R\_99

### **MUS 80X VOICE AND RHYTHMS (EI)**

**0 Unit; 0.5 hours lecture ; 0.5 hours lab**

**0 Unit; 1 hour lecture; 1 hour lab**

Emphasizes vocal techniques, including tone production, breath control, and pronunciation, as well as music literature. Performance at end of the semester. R\_99

### **MUS 290X CHORAL ENSEMBLE (EI)**

**0 Unit; 0.5 hours lecture; 0.5 hours lab**

**0 Unit; 1 hour lecture; 1 hour lab**

Choral singing for the older adult emphasizing choral literature. Development of ensemble through correct singing and vocal production. R\_99

**MUS 295X  
REHEARSAL AND PERFORMANCE  
INSTRUMENTAL (EI)**

**0 Unit; 0.5 hours lecture; 0.5 hours lab**

**0 Unit; 1 hour lecture; 1 hour lab**

**Recommended Preparation:**  
**Previous instrumental training and demonstrated proficiency**

Preparation, study, and performance of orchestra concert repertoire. Designed for the older adult interested in orchestral performance. R\_99

## Emeritus Philosophy

**PHIL 230X  
INTRODUCTION TO PHILOSOPHY (EI)**

**0 Unit; 1 hour lecture**

**0 Unit; 2 hours lecture**

Investigates many of the major philosophical themes within the Western tradition. Themes covered include the nature of self, free will and determinism, the ground and nature of human knowledge, the nature of ethics, aesthetics and the nature of political philosophy. Older adults cultivate the skills of critical thinking and rational discourse. R\_99

**PHIL 231X  
HISTORY OF FREETHOUGHT IN WESTERN WORLD (EI)**

**0 Unit; 1 hour lecture**

**0 Unit; 2 hours lecture**

History of freethought consisting of the heterodox religious systems and secular philosophies that have appeared in opposition to the Judaeo-Christian tradition in the Western world from the Classical Age of Greece and Rome to the present. Older adults will study deism, pantheism, agnosticism, atheism as well as multicultural religious philosophical systems and beliefs. R\_99

## Emeritus Photography

**PHOT 40X  
BEGINNING DIGITAL SHOW PRESENTATIONS (EI)**

**0 Unit; 0.5 hours lecture; 1 hour lab**

**0 Unit; 1 hour lecture; 2 hours lab**

Covers phases and techniques in digital visual/audio presentations from photo essays, documentaries, how-to and travel shows. Includes planning, photographing, selecting slides, writing narration, preparing graphics, music, sound effects and cues. Also included are methods of presentation and preservation. For older learners. R\_99

**PHOT 41X  
DIGITAL SHOW PRESENTATIONS - INTERMEDIATE (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**Recommended Preparation:**  
**PHOT 40X**

Covers the intermediate production of digital visual and audio presentations. Includes digital photography, downloading music, scriptwriting, video, narration, transitions and special effects using computer software to construct digital presentations. Designed for the older adult interested in digital photography and slide show production. R-E-99

**PHOT 50XA  
BEGINNING DIGITAL PHOTOGRAPHY (EI)**

**0 Unit; 0.5 hours lecture; 1 hour lab**

**0 Unit; 1 hour lecture; 2 hours lab**

Covers the technical aspects of using a digital camera and the importance of composition in the creation of an image. Includes still life set ups, photographing models and field trips. Downloading, storing, organizing and editing photographic images using software programs will be emphasized. Burning to discs and email images will be discussed. Designed for older learners. R-E-99

**PHOT 50XB  
INTERMEDIATE DIGITAL PHOTOGRAPHY (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**Recommended Preparation:**  
**PHOT 50XA**

Reviews technical aspects of using a digital camera, image composition, downloading, storing, organizing and editing images using software programs. Also includes portraits, night photography, flash- and-fill technologies, digital media enhancement, and the use of filters. Students will also learn the basic principles of judging and evaluating photographs. R-E-99

**PHOT 59XA  
BEGINNING COLOR PRINTING (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**Recommended Preparation:**  
**PHOT 50XA**

Darkroom and digital techniques for making color prints from color negatives, slides and digital cameras using related color printing equipment. Operation of enlargers, and processing prints using automatic processor, tube and electronic methods. Finishing prints for presentation including retouching and matting. R\_99

**PHOT 59XB  
ADVANCED COLOR PRINTING (EI)**

**0 Unit; 1 hour lecture; 2 hours lab**

**Recommended Preparation:**  
**PHOT 59XA**

Advanced and innovative techniques and procedures used in color printing. Related topics of photography and printing will supplement laboratory work. R-E-99

## Emeritus Political Science

### PS 214X

#### CURRENT ISSUES IN GOVERNMENT (EI)

*0 Unit; 1 hour lecture*

*0 Unit; 2 hours lecture*

Exploration of current issues and events on global, national, and local levels. Problem areas include crime, economics, social services loads, environment, terrorist, and conflicts. Focuses on the impact of these events on the lives of older adults. *R\_99*

## Emeritus Spanish

### SPAN 230X

#### BEGINNING PRACTICAL SPANISH (EI)

*0 Unit; 2 hours lecture*

Basic fundamentals of Spanish for the older adult. Includes reading, comprehension, speaking, and writing. Emphasis will be placed on development of conversational skills. *R\_99*

### SPAN 231X

#### INTERMEDIATE PRACTICAL SPANISH (EI)

*0 Unit; 2 hours lecture*

*Recommended Preparation:*

*SPAN 230X*

Communicative competence in practical Spanish for the older adult. Focus is on listening, comprehension, speaking, reading, and writing. *R\_99*

### SPAN 232X

#### ADVANCED PRACTICAL SPANISH (EI)

*0 Unit; 2 hours lecture*

*Recommended Preparation:*

*SPAN 231X*

Designed to develop fluency in Spanish. The emphasis is on expression and conversation in Spanish. *R-E-99*

## Emeritus Special Services

### SPS 145X

#### BEGINNING LIPREADING AND HEARING CONSERVATION (EI)

*0 Unit; 3 hours lecture*

Enables students to develop and practice lipreading skills necessary for social functioning. Presents information designed to help the student better understand their own hearing loss. *R\_99*

## Emeritus Theatre Arts

### TA 2X

#### BEGINNING SCENE STUDY (EI)

*0 Unit; 1 hour lecture; 1 hour lab*

Concentrates on scene study, characterization, and ensemble performance while developing the essential skills of method acting. *R\_99*



## Adult Education English as a Second Language

### **AESL 701T**

#### **BASIC LITERACY: ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**

##### **0 Unit; 8 hours lecture; 1 hour lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department designed for students who cannot read or write in English. They may or may not be literate in their primary language. Students will be introduced to the basic concepts of literacy in English. Students will learn to recognize and write the alphabet and numbers, to form English words and to develop their abilities to speak and understand English. *R-E-99*

### **AESL 702T**

#### **BEGINNING LOW: ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**

##### **0 Unit; 8 hours lecture; 1 hour lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have emerging literacy skills in English. Students will practice communication skills in everyday situations and build vocabulary through listening, speaking, reading, writing and grammar activities. *R-E-99*

### **AESL 703T**

#### **BEGINNING HIGH: ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**

##### **0 Unit; 8 hours lecture; 1 hour lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have basic English language skills. Students will learn and communicate in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. There will be emphasis on comprehending simple conversations, communicating survival needs, reading phrases and simple sentences, and performing communicative written tasks. *R-E-99*

### **AESL 704T**

#### **INTERMEDIATE LOW: ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**

##### **0 Unit; 8 hours lecture; 1 hour lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have intermediate language skills in English. Students will improve their listening comprehension, speaking, reading, writing and grammar. There will be emphasis on creative oral language activities, initial critical thinking skills in reading comprehension, and written tasks which begin to focus on academic skills. *R-E-99*

### **AESL 705T**

#### **INTERMEDIATE HIGH: ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**

##### **0 Unit; 8 hours lecture; 1 hour lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have intermediate language skills in English. Students will improve their listening comprehension, speaking, reading, writing and grammar. Emphasis will be on understanding higher level language activities, reading passages with increased understanding, and increasing focus on creative and academic writing tasks. *R-E-99*

### **AESL 706T**

#### **ADVANCED LOW: ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**

##### **0 Unit; 8 hours lecture; 1 hour lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have a low-advanced level of proficiency in written English. Students will improve their reading, composition, grammar, listening comprehension, speaking, and study skills to prepare them for credit courses or high school equivalency (HSE) preparation courses. Emphasizes understanding higher level language activities, reading passages with increased understanding, and increasing focus on creative and academic writing tasks. *R-E-99*

### **AESL 707T**

#### **ADVANCED HIGH: ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**

##### **0 Unit; 8 hours lecture; 1 hour lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have high-advanced level of proficiency in written English. Students will improve their reading, composition, grammar, listening comprehension, speaking, and study skills to prepare them for credit courses or high school equivalency (HSE) preparation courses. Emphasis will be on higher level language activities, conversations which convey complex thought patterns, authentic material which expands the use of critical thinking skills, and realistic and academic writing. *R-E-99*

## Adult Education Citizenship

### **AESL 708T**

#### **CITIZENSHIP PREPARATION: ADULT EDUCATION ESL**

##### **0 Unit; 5 hours lecture; 1 hour lab**

A course in citizenship preparation within the Adult Education Department which provides development in listening, speaking, reading, and writing English within the context of history and government in preparation for the United States Citizenship examination. Recommended for students who have completed Beginning High ESL course or score at least 201 on CASAS placement test. *R-E-99*