

# SACRAMENTO CITY COLLEGE



2012-2013 CATALOG



**Sacramento City College**

**3835 Freeport Boulevard**

**Sacramento, California 95822**

**(916) 558-2111**

**[www.scc.losrios.edu](http://www.scc.losrios.edu)**



**Los Rios Community College District**

1919 Spanos Court

Sacramento, California 95825

(916) 568-3041

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### Notice to Students

The information contained in the catalog is advisory only and does not constitute a contractual agreement by the college or guarantee that course content will be strictly followed or fulfilled. The Board of Trustees and the Administration of the Los Rios Community College District reserve the right to change at any time, without notice, academic requirements to graduate, curriculum course content and structures, and such other matters as may be within their control, notwithstanding any information set forth in this catalog.

## President's Message

### **Congratulations on choosing Sacramento City College as a pathway in your education journey!**

Since 1916, SCC has warmly welcomed students and supported their academic success. As we celebrate SCC's 96<sup>th</sup> year of helping individuals, families, and businesses grow and thrive, college personnel remain responsive to the emerging education and training needs of our changing world, locally and globally. We continue to stress innovation in academic and student service program areas, and to serve the higher education needs of our region. While we still face a challenging fiscal climate, student and employer demand for educational options is growing, as well as external scrutiny calling for increased accountability related to student learning outcomes. Amidst this "perfect storm" of expectations, those of us who make critical decisions about how to use college resources and manage course offerings have become more united than ever toward advancing the college's mission to be an "open-access, comprehensive community college, serving a diverse student population."

SCC stands as a steady and well-managed organization that holds access and achievement at center stage, with careful consideration for the needs of students and the community. Whether you plan to transfer, earn a degree or certificate, or improve basic skills proficiency, you will find that SCC still offers a broad array of courses and services to help you get where you want to go. SCC's outstanding course offerings and support services yield excellent dividends, allowing graduates to reap rewards that will continue to pay over a lifetime. **Even in times of economic uncertainty, it still holds true that higher education is a sound investment.**

As part of our ongoing focus on providing quality education, the SCC Facilities Master Plan calls for improving accessibility to SCC's student services and enhancing our teaching-learning environment through renovating, and in some cases reconstructing, some of our historic facilities. With this goal in mind, in 2011 SCC began construction on the modernization of the college Auditorium, originally built in 1936. This building, which has been home to classes, recitals, performances, concerts, ceremonies, and countless other campus and community events, was completed during the spring of 2012. The renovated building is an exceptional Performing Arts venue with state-of-the-art technology, designed to greatly advance teaching and learning in the areas of the arts, music, theater, and graphic arts. Moreover, the completed renovation expands SCC's capability to host events and performances in an optimal space that is sure to enrich the audience's experience of performing arts.

Unique among the SCC capital projects is the new Davis Outreach Center, located in the newly constructed West Village at UC Davis. The SCC Davis Center is the first California community college to be housed on a University of California campus, and is a fantastic opportunity for students who aspire to transfer to a UC or another four-year college or university. Most students taking courses at the Center follow a curriculum that's geared toward general education and transfer classes, all the while having access to the university's educational environment, recreational areas, student housing, and below-market home ownership opportunities. The Davis Center, which opened its doors to more than 2,000 students in January, is an elegant two-story corner structure that houses eleven classrooms, a computer lab, an art studio, a career technology center, administrative offices, and space for student services including counseling, financial aid, and a book store. Designed to be LEED Silver certified, meaning that it meets high environmental standards, the Center will be a vibrant addition to the UC Davis West Village.

While our economic climate may be shifting, whether you are interested in health care, enrolling in mathematics, creative writing, business, art, ESL, or emerging green technologies courses, Sacramento City College remains steadfast in our commitment to bring you opportunities each semester with thoughtful planning, and focused intent, fueled by our ongoing dedication to student success and community enrichment. At front-door service areas, in the classroom, or in the community, SCC's faculty, staff, and administrators are devoted to supporting students and the community every day, and encourage you to fully explore our schedule of diverse course offerings. We have something for nearly every learner.

In the following pages, you will find a suite of college resources that will help you make the most of your time while attending SCC. Due to very high student enrollment, it is vitally important for you to:

**Complete the enrollment processes as early as possible!** With classes in high demand, it is more important than ever to register on your appointment date. Visit [www.scc.losrios.edu](http://www.scc.losrios.edu) and click on "eServices" to find out your registration date and get started.

**Apply for financial aid early and on time.** The SCC Financial Aid office is working hard to process student files, and submitting your forms on time is the best way to ensure you get your aid on time! To complete your file for aid, or check your application status, log in to My City Aid at [www.scc.losrios.edu/financial-aid](http://www.scc.losrios.edu/financial-aid). Accessing your funds is even easier now that SCC offers the Higher One debit card that enables you to access funds faster!

**Visit the Student Support Services section.** This section provides descriptions of all college programs and services. Discover how the Transfer and Counseling Centers can help you reach your academic goals.

**Learn more about riding the Regional Transit Light Rail directly to the City College Station** – It's a simple, thrifty, and eco-friendly way to get to the main campus. Your Student Access card also functions as your transit pass, and it's good seven days a week during the fall and spring semesters.

We hope you find this information useful. On our end, we will continue to plan wisely, preserve college resources, and remain dedicated to executing strategic planning efforts focused on helping students best utilize their time at SCC to achieve their dreams. As always, SCC remains committed to providing "a learning community that celebrates diversity, nurtures personal growth, and inspires academic and economic leadership."



Most sincerely,

A handwritten signature in black ink that reads "Kathryn E. Jeffery". The signature is written in a cursive, flowing style.

**Kathryn E. Jeffery, Ph.D.**  
**President**

## Academic Calendar

### Summer Session 2012

Instruction Begins	June 11, 2012
Holiday - Independence Day	July 4, 2012
Instruction Ends	August 10, 2012
Grades Due	August 13, 2012

### Fall Semester 2012

Instruction Begins	August 25, 2012
Holiday - Labor Day	September 3, 2012
Holiday - Veterans Day	November 12, 2012
Last day to drop full semester classes	November 20, 2012
Thanksgiving Recess	November 22-25, 2012
End of Semester	December 20, 2012
Winter Recess	December 21, 2012-Jan 1, 2013
Grades Due	January 2, 2013
Semester Break	January 2-16, 2013

### Spring Semester 2013

Instruction Begins	January 19, 2013
Holiday - King's Birthday	January 21, 2013
Holiday - Lincoln's Birthday	February 15, 2013
Holiday - Washington's Birthday	February 18, 2013
Spring Recess	March 25-31, 2013
Last day to drop full semester classes	April 21, 2013
End of Semester/Commencement	May 22, 2013
Grades Due	May 28, 2013

\*Please check the Schedule of Classes or the SCC Academic Calendar at [http://www.losrios.edu/lrc/lrc\\_calend.html](http://www.losrios.edu/lrc/lrc_calend.html) for more current information.

## Important Phone Numbers and Email Addresses

Admission and Application Information .....	(916) 558-2351
	E-mail: <a href="mailto:sccaeinfor@scc.losrios.edu">sccaeinfor@scc.losrios.edu</a>
Assessment Appointments and Information.....	(916) 558-2540
Business Services Office .....	(916) 558-2321
Counseling Appointments .....	(916) 558-2204
College Store .....	(916) 558-2421
	E-mail: <a href="mailto:sccbkstore@scc.losrios.edu">sccbkstore@scc.losrios.edu</a>
Health Office .....	(916) 558-2367
Los Rios eServices .....	<a href="https://ps.losrios.edu/psp/direct">https://ps.losrios.edu/psp/direct</a>
Police Services Office.....	(916) 558-2221
(Press "4" for non-emergency assistance and "0" for emergency assistance)	

### Special Acknowledgment to

Marilyn Keefe Perry – Copy Coordination and Preparation  
 Sacramento City College Graphic Impressions – Layout and Cover Design

## Organization of the Instructional Areas

Students wishing to inquire about programs and courses may contact their Counselor or the Division Offices as listed below:

### Advanced Technology

**Donnetta Webb, Dean**  
**Technology 106A, (916) 558-2491**

Aeronautics	Graphic Communication
Air Traffic Control	Mechanical-Electrical Technology
Aircraft Dispatcher	Motorcycle Maintenance
Cosmetology	Nondestructive Testing
Electronics Technology	Photography
Engineering Design Technology	Railroad Operations
Flight Technology	Surveying (Geomatics)

### Behavioral and Social Sciences

**Jesus (Frank) Malaret, Dean**  
**Rodda Hall North 226, (916) 558-2401**

Administration of Justice	Interdisciplinary Studies
Anthropology	International Studies
Community Studies	Liberal Studies for Elementary
Early Childhood Education	Teachers
Ethnic Studies	Nutrition and Food
Family and Consumer Science	Political Science
Fashion and Interior Design	Psychology
Geography	Social Sciences
Gerontology	Sociology
History	Women's Studies

### Business

**Deborah Saks, Dean**  
**Business Building 213, (916) 558-2581**

Accounting  
Bookkeeping and Office Management  
Business  
Computer Information Science  
Customer Service  
Economics  
Management  
Marketing  
Office Administration  
Real Estate

### Counseling and Student Success

**David Rasul, Dean**  
**Rodda Hall North 111, (916) 558-2289**  
Human Career Development  
Work Experience and Internships

### Humanities and Fine Arts

**Chris Iwata, Dean**  
**South Gymnasium 129, (916) 558-2551**

Art and Art History	Music
Communication	Philosophy
Fine Arts	Sign Language Studies
Foreign Languages	Theatre Arts and Film
Humanities	

### Kinesiology, Health and Athletics

**Mitchell L. Campbell, Dean**  
**Hughes Stadium, Section 1B, (916) 558-2425**

Adaptive Physical Education  
Athletic Training  
Athletics  
Health Education  
Kinesiology  
Recreation

### Language and Literature

**Albert Garcia, Dean**  
**Rodda Hall South 226, (916) 558-2325**

English  
English as a Second Language  
Reading  
Journalism

### Learning Resources

**Rhonda Rios Kravitz, Dean**  
**Learning Resources Center 236, (916) 558-2253**

Distance Education  
Human Services  
Instructional Development  
Instructional Media and Academic Computing  
Learning Skills & Tutorial Program  
Library  
Library and Information Technology  
Media Productions and Services  
Writing Center

### Mathematics/Statistics & Engineering

**Anne E. Licciardi, Dean**  
**South Gymnasium 220, (916) 558-2201**

Engineering  
Mathematics  
Statistics

### Matriculation, Support Services, and Student Development

**Michael Poindexter, Vice President, Student Services**  
**Rodda Hall North 272, (916) 558-2141**

Community Leadership Development  
Student Government

### Science and Allied Health Division

**James Collins, Dean**  
**Mohr Hall 18, (916) 558-2271**

Allied Health	Geology
Astronomy	Registered Nursing
Biology	Vocational Nursing
Chemistry	Occupational Therapy Assistant
Dental Assisting	Physical Therapist Assistant
Dental Hygiene	Physics

## About the College

*Working Together • Pursuing Excellence • Inspiring Achievement*

### Founding and Organization

Founded in 1916 as a department of Sacramento High School, Sacramento City College is the seventh oldest public community college in California and the oldest institution of higher learning in Sacramento.

In 1922, the citizens of Sacramento organized a junior college district by severing the connections between the college and Sacramento High School. This plan of organization remained in force until 1936 when the college became a part of the Sacramento City Unified School District.

Twenty-eight years later, as a result of a March 17, 1964 election, Sacramento City College separated from the Sacramento City Unified School District to join the newly organized Los Rios Junior College District, which assumed the operation of American River College and Sacramento City College. In 1970, the newly renamed Los Rios Community College District opened a third campus, Cosumnes River College. Folsom Lake College became the fourth fully accredited college in the District in 2003.

### Mission

Sacramento City College is an open-access, comprehensive community college, serving a diverse student population. We provide a wide range of educational opportunities and support services leading to transfer, career advancement, basic skills development, degree and certificate attainment, and personal enrichment. Our commitment to continuous improvement through outcome-guided assessment, planning, and evaluation promotes student learning. Through these efforts, we contribute to the intellectual, cultural, and economic vitality of the community.

### Vision

Sacramento City College seeks to create a learning community that celebrates diversity, nurtures personal growth, and inspires academic and economic leadership.

### College Goals, 2012-13

Goal A: Deliver student-centered programs and services that demonstrate a commitment to teaching and learning effectiveness and support student success in the achievement of basic skills, certificates, degrees, transfer, jobs, and other student educational goals.

Goal B: Align enrollment management processes to assist all students in moving through programs from first enrollment to completion of educational goals.

Goal C: Improve organization effectiveness through increased employee engagement with the college community and continuous process improvement.

### Accreditation

Sacramento City College is officially accredited by the Western Association of Schools and Colleges. The University of California and all other accredited colleges and universities give full credit for appropriate courses completed at Sacramento City College. The college holds institutional memberships in the American Association of Community Colleges and the Community College League of California. Additional accreditation has been granted by the Commission on Dental Accreditation, the Commission on Accreditation in Physical Therapy Education, the Accreditation Council for Occupational Therapy Education of the American Occupational Therapy Association, the California Board of Registered Nursing, the California Board of Vocational Nursing and Psychiatric Technicians, the Dental Board of California, the Federal Aviation Administration, and the California Board of Cosmetology and Barbering.

### College Programs

#### General Education

These courses introduce students to basic subjects, the humanities, the natural sciences, and the social sciences, in order to further their knowledge, skills, and attitudes for self-development.

#### Career-Technical Education

Technical-vocational training in skills and a sufficient number of general education courses are provided to qualify or re-qualify students for employment in business and industry.

#### Developmental and Basic Skills Education

Courses and services will provide students of widely divergent abilities and motivation the opportunity to acquire the basic skills needed to succeed in college.

#### Lower Division Post-Secondary Education (Transfer Education)

These courses that parallel the first and second year courses of four-year colleges and universities prepare students to transfer to such institutions.

## Buildings and Facilities

When the college outgrew its temporary quarters at Sacramento High School, the citizens of Sacramento voted bonds for a new college site and buildings. Sixty acres on Freeport Boulevard opposite William Land Park were purchased and in September 1925, the cornerstone of the first new building was laid. The college was transferred in 1926 to its new permanent campus.

The first new buildings consisted of administration, classroom and laboratory units, and a gymnasium. With expansion came the demand for more buildings. Between 1928 and 1965 many other facilities were added to the original plan. Lillard and Mohr Halls were ready for occupancy in the spring semester of 1963. These buildings house science and nursing education. During the 1964-65 school year a new wing of the library, a new cafeteria, and new facilities for men's physical education became available. A student center and an additional physical education building were constructed in 1969. In 1970, the Business Building, the Art Court Theatre and the Graphic Arts-Cosmetology buildings were ready for occupancy. The Aeronautics addition was completed in 1974 and renamed in 1982 as the Hilton F. Lusk Aeronautical Center. The original classroom building on campus was replaced in 1976 with new classroom-administration structures that were dedicated in 1980 as Rodda Hall North and Rodda Hall South.

Also witnessed in 1980 was the remodeling of the Administration of Justice Building, the conversion of the engineering building into art laboratories, dedicated in 1982 as the Amalia Fischbacher Fine Arts Building, and the construction of a welding facility as well as a remodel of the nursing facility. During 1990-1991 construction of a music addition to the Auditorium was completed and in 1993 the remodel of the Auditorium interior was completed. A new Child Development Center was also completed in 1993, and the new Learning Resource Center opened in Fall 1998.

With the initial development of the College's Facilities Master Plan in 2004 and passing of local facilities bond Measure A in 2002, the College embarked on a modernization and parking improvement program that will span the next decade and beyond. A new 1,958 space parking garage was completed in 2007, the Technology building was modernized and completed in 2005 followed by the Cosmetology building, completed in 2006, the North Gymnasium in 2008, and the Fischbacher Fine Arts building in 2010. The permanent Davis Center opened for Spring 2012 classes. In addition, modernization of the Auditorium was completed and the building was renamed the Performing Arts Center. The next buildings planned for modernization are Hughes Stadium in 2012 and a new Student Services complex, replacing the current Student Services and Administration of Justice buildings in 2014.

In 2008, the LRCCD voters approved a new facilities bond, Measure M, which has enabled the college to update the Facilities Master Plan (2010) to include new facilities projects that would transform the campus and increase the capacity of the two permanent education centers, Davis and West Sacramento, through the next decade and beyond. All of these facilities modernization projects and new construction are funded through a combination of State facilities bond funds approved by the voters of the state or through local facilities bond measures like Measure A and M for LRCCD. Use of facilities

bond funds are strictly monitored and require a Citizen's Bond Oversight Committee to ensure compliance with use rules that limit application of these funds to facilities modernization or new structures for the campus.

Looking ahead, the College will see modernization projects developed for Mohr and Lillard Hall, Rodda Hall North, and a portion of the Lusk building. In addition to the new Student Services building, we also expect to construct a new Science and Allied Health building adjacent to Mohr Hall toward the end of this decade. In addition, to handle the majority of the growth envisioned for Sacramento City College, there are two additional phases planned for both West Sacramento and Davis Education Centers in the future.

## Business and Professional Development

Customized courses for Sacramento area businesses, governmental agencies and professional organizations are offered in cooperation with the Los Rios Community College District Training Source. The Training Source staff works closely with the business community to meet specific training needs by offering contract education and training programs. Credit courses that may lead to a degree or certificate may be taught at employment worksites. For more information about contract education or training programs, please call the Training Source at (916) 568-3230.

## Cultural Democracy

The Cultural Democracy concept was introduced to Sacramento City College as a strategy to address the achievement gap identified as a focus for the Educational Initiative. The college responds to the diversity of our college community through both programs and policies. Examples include such programs as the Diversity Conference, cosponsored with the Faculty Association for the California Community Colleges (FACCC) in spring, 2008, Culturally Responsive Instruction, and Beyond Diversity in addition to the on-going programs of the International Studies Program (ISP) and Cultural Awareness Center (CAC) and work being done throughout the college. In recognition of college activities in this area, Sacramento City College was awarded the John W. Rice Award for Diversity and Equity in summer, 2009.



**Outreach Centers**

Sacramento City College's Centers in Davis and West Sacramento provide students the opportunity to pursue a college education close to home or work and make the transition to the main campus easier! The centers offer classes that allow students to fulfill lower division pre-transfer requirements in addition to basic skills and workforce training/retraining.

Sacramento City College's West Sacramento Center opened in January 2010 and serves over 3,000 students. The Davis Center relocated to a permanent facility on the University of California, Davis campus in spring 2012. The centers are conveniently located along public transportation for easy access to classes.

The location and contact information for these sites is:

**Davis**

1720 Jade Street  
 UC Davis West Village  
 Davis, CA 95616  
 Information: (530) 747-5200  
[www.scc.losrios.edu/About\\_SCC/Davis\\_Center.htm](http://www.scc.losrios.edu/About_SCC/Davis_Center.htm)

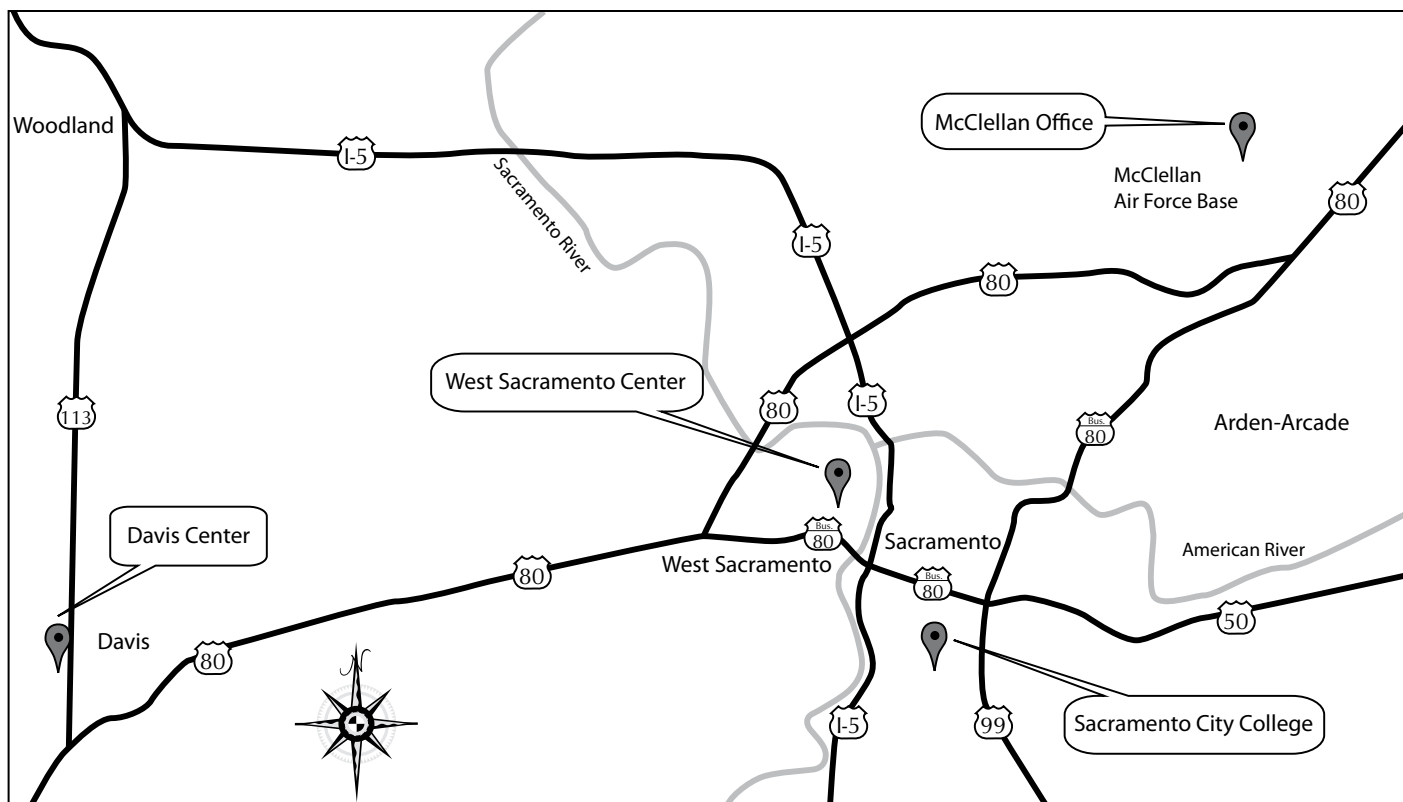
**West Sacramento**

1115 West Capitol Avenue  
 West Sacramento, CA 95691  
 Information: (916) 375-5511  
[www.scc.losrios.edu/About\\_SCC/West\\_Sacramento\\_Center.htm](http://www.scc.losrios.edu/About_SCC/West_Sacramento_Center.htm)

**Sacramento City College Foundation (SCCF)**

The umbrella name of College Advancement encompasses the many endeavors that the SCC Foundation and College and Community Relations have supported in past years. Advancement consists of interdependent programs and activities that seek to secure resources that are essential to the achievement of the college mission and vision of success. These interdependent programs include Advancement Services and Operations, Development (Fundraising), Marketing & Communications, and Alumni/Emeriti programs.

College and Community Relations is also a vital part of advancing the college's goals. Activities for CCR include various programs and events, such as Celebration of Excellence, Retirement Ceremony, student scholarship application coordination, and the administrative oversight for the Phi Theta Kappa Honor Society.





## Los Rios Community College District Non-Discrimination Policy

The Los Rios Community College District is in compliance with all pertinent Titles and Sections of the Civil Rights Act of 1964, the Educational Amendments of 1972, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other applicable Federal, State and local laws.

It is the policy of the Los Rios Community College District to take action to guarantee that no qualified student or prospective student or any person in his/her educational relationship with the District shall be discriminated against or excluded from any benefits, activities, or programs on the grounds of ethnic group identification, religion, sex, age, color, sexual orientation, or physical or mental disability, nor shall any students be discriminated against for conversing in a language other than English. However, students shall be required to speak English when an instructional setting necessitates the use of English for educational or communication purposes.

The District further complies with those Federal and State laws and the regulations of the Board of Governors of the California Community Colleges that prohibit sexual harassment. In addition, the college supports and complies with the Federal Carl D. Perkins Career and Technical Education Improvement Act of 2006 (P.L. 109-270) by reducing sex discrimination, sex bias, and sex stereotyping in vocational education and employment.

Such non-discrimination policies extend to all of the functions and activities of the Los Rios Community College District including employment and employment selection, educational programs, services, admissions, and financial aid. Student equity in all academic and vocational programs is a primary goal of the college.

The lack of English language skills will not be a barrier to admission to and participation in vocational education programs.

### Política contra la discriminación

El Distrito Universitario Comunitario Los Rios, en cumplimiento con todos los Títulos y Secciones pertinentes de la Ley de Derechos Civiles de 1964, las Enmiendas Educativas de 1972, la Ley de Rehabilitación de 1973, la Ley de Americanos con Incapacidades y todas las demás leyes aplicables federales, estatales y locales, no discrimina con base en la raza, color, estado civil, religión, preferencia sexual, nacionalidad, sexo, edad de estado de inhabilitado o veterano de la guerra de Vietnam, incapacidad física o mental; y ningún estudiante será discriminado por conversar en un idioma que no sea inglés, en ninguna de sus funciones o actividades, incluyendo el empleo.

El Distrito cumple además con aquellas leyes federales y estatales y las normas de la Junta de Directores de los Colegios Comunitarios de California, las cuales prohíben el hostigamiento sexual.

Tales políticas antidiscriminatorias se extienden a todas las funciones y actividades del Distrito Universitario Comunitario Los Rios, incluyendo el empleo y la selección de empleos, programas educativos, servicios, admisiones y ayuda financiera. Todas las preguntas acerca de esta política pueden ser dirigidas a Sacramento City College.

La falta de conocimiento del idioma Inglés no será impedimento para la admisión y participación en el Programa Educativo Vocacional.

Students and employees who believe they have suffered discrimination based on any of the above reasons may file a complaint with the appropriate office.

**Americans with Disabilities Act (ADA)/504 Officer:**

Julia Jolly, Associate Vice President of Instruction, (916) 558-2407

**Disciplinary Officer:**

Elaine Ader, Dean, Information Technology, (916) 558-2062

**Equity Officer:**

Julia Jolly, Associate Vice President of Instruction, (916) 558-2407

**Sexual Harassment Officer:**

Julia Jolly, Associate Vice President of Instruction, (916) 558-2407

**Student Grievance Officer:**

Julia Jolly, Associate Vice President of Instruction, (916) 558-2407

**Title IX Coordinator:**

**Julia Jolly, Associate Vice President of Instruction, (916) 558-2407**

The SCC Instruction Office (916) 558-2386; Rodda Hall North, Room RHN 257; or Human Resources, Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825 (916) 568-3101; or to the Director of the Office of Civil Rights, U.S. Department of Health, Education and Welfare, Washington, D.C.

“No person shall, on the grounds of sex, race, color, national origin or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under this project.”

## Academic Standards

### Academic Expectations

Sacramento City College endorses an open door policy where students are welcome to attend regardless of previous educational background and where the college faculty and staff are committed to the success of students. It is the expectation of the college that students take responsibility for their learning as evidenced by their actions in class, on campus, and in the preparation for their classes. The college fully expects students to make measurable progress and meet the objectives of each course in which they are enrolled with or without accommodations for a verified disability. Both academic probation and progress probation policies are outlined in the catalog.

With certain exceptions, students are entitled to attempt a maximum of 30 remedial or developmental units so that they have an opportunity to develop the skills to succeed in college level work. Students are ultimately expected to succeed in associate degree level courses and/or meet their educational objectives.

### Academic Renewal Policy

#### Academic Renewal Without Course Repetition

A student may petition to have previous substandard work, (D's or F's), earned at Sacramento City College discounted. Courses and grades which no longer reflect a student's current educational objective and current level of academic success may upon petition be discounted in the computation of the grade point average. The following conditions must apply:

1. A minimum of 12 consecutive months shall have elapsed since the end of the semester or summer session in which the work to be alleviated was recorded; and a minimum of twelve (12) semester units (or its equivalent) with a grade of C or Credit/Pass or better shall have been attained. The coursework must have been completed at a regionally accredited college.
2. Current educational objectives must be discussed with a counselor and the counselor's recommendation must be included on the petition.
3. No more than 30 units of substandard grades may be discounted.
4. Under no circumstances may course work be discounted if it was used to fulfill requirements for a degree or certificate that has been granted.
5. All grades remain on the permanent record and transcript of grades. However, a proper notation on the transcript will indicate the specific grades that were discounted from the grade point average.
6. Questions regarding this policy should be directed to the Dean of Enrollment Services.
7. Once elected, the academic renewal cannot be reversed.
8. Academic Renewal is not intended for courses that are required and/or will be repeated.

Academic renewal petitions are available at Admissions and Records or online.

### Academic Standards of Scholarship

Standards of scholarship at Sacramento City College depend upon the objectives, nature, and content of the courses. Individual progress is a basic consideration, and the development of each student in the light of his or her needs and aptitudes is the major concern of the college. If minimum standards of scholarship are not attained, failure will result. In no case is credit given or are grades awarded merely on the basis of attendance. The evaluation of student performance is based on periodic examinations, class reports, term papers, and other evidence of scholarship. Each instructor is responsible for the evaluation methods employed in his or her courses.

### Advanced Placement Credits

Students at Sacramento City College may be awarded units of credit for each Advanced Placement examination (CEEB) they pass with a score of 3, 4, or 5. Students will receive units/credits but not letter grades for these courses, and they will not be used in the computation of cumulative grade point average for graduation or transfer. After successful completion of 12 units at SCC, a student in good standing may submit their official CEEB Advanced Placement Test scores to the Admissions and Records Office for evaluation. Credit may not be earned for courses in which Advanced Placement credits have already been granted. See the chart under "Graduation and Transfer" section.

### Attendance

For students to successfully complete their college work, regular class attendance is necessary, and students are expected to attend all sessions of the class in which they are enrolled. Please refer to Los Rios Community College District Regulation R-2222 for specific regulatory information.

1. Students who fail to attend the first session of a class will most likely be dropped by the Instructor and will lose their seat in the class.
2. Any student with excessive absences may be dropped from any course by the instructor any time during the semester. Excessive absences are defined as 6% of the total hours of class time. Instructors may establish and notify students of a more restrictive attendance policy if appropriate for their course.
3. The application of the excessive absence concept may vary by division according to the attendance demands of a certain curriculum. Students enrolled in a program such as Cosmetology, Vocational Nursing, Registered Nursing, Aeronautics, Dental Assisting, or Dental Hygiene should become familiar with special attendance procedures.
4. The instructor may reinstate a student dropped from a course provided the instructor feels the student can successfully complete the course.
5. Students absent from classes for any reason should contact their instructors to determine "makeup" requirements.
6. All students who remain enrolled in a class after the last date to withdraw will be issued a letter grade for the course. If a student has stopped attending but not dropped the class, the student may receive an "F" grade for the course on their permanent record. This grade will be used in computing probation or disqualification. Exception to this policy requires the approval of the instructor(s) involved and the Dean, Enrollment and Student Services. Students are responsible for ensuring they are dropped from class by accessing SCC eServices to drop the course.

### Athletics

Students who participate in intercollegiate athletics must meet the eligibility requirements for the California Community College Athletic Association (CCCCAA) and Big 8 Conference, which include issues such as current academic enrollment, satisfactory academic progress, academic standing, previous seasons of college competition, transfer history, and legal residence.

Initial eligibility requires a student athlete to be currently and actively enrolled in a minimum of 12 units that are consistent with his/her educational plan. Continuing eligibility includes the requirement that a student athlete maintain a 2.0 grade point average and complete a minimum 24 units since the previous season of competition.

The nature of athletic eligibility requirements is very complex and athletes are advised to become thoroughly familiar with them in order to avoid loss of eligibility. Information on these requirements should be obtained by interested students from the appropriate coach or athletic academic counselor.

### Basic Skills Unit Limitation

The Board of Governors adopted regulations beginning July 1, 1990, limiting the number of developmental and/or basic skills course units to 30. These courses are usually numbered in the 1-99 series. Students may petition for a waiver of the 30-unit limitation.

### Change of Address or Name

Students should report a change of address immediately to the Admissions and Records Office. The student will be held responsible for any mail sent to the wrong address. Any change in a name as a result of marriage or court action should be reported to the same office with the proper documents to substantiate the change. Students may change their names, addresses and phone numbers through eServices.

### College-Level Examination Program (CLEP)

After completing 12 units at Sacramento City College, a student may submit qualifying scores for the College-Level Examination Program (CLEP) to the Admissions and Records Office. Students may be granted up to 30 units of credit for examinations with scores of 50 percentile or higher. Students should be aware that four-year colleges have the right to accept, modify, or reject CLEP units.

### Credit by Examination

Under special circumstances and with the concurrence of the department, students regularly enrolled and in good standing who believe they are qualified by experience or previous training may take a special examination to establish credit in a course in which they are not formally enrolled. A student who wishes to challenge a course by examination must have successfully completed a minimum of 12 units at SCC with a grade of "C" or better.

Successful completion of a course by examination is recorded on the permanent record as a "P" grade. The "P" grade does not enter into the computation of the student's grade point average.

A maximum of 15 units of credit may be allowed by special examination. The units granted by credit by examination may not be used to establish full-time or part-time status or to satisfy the 12 units residence requirement for graduation. Credit by Examination units cannot be used to establish eligibility for financial aid, athletics, veterans' programs, social security, etc. Students will be assessed the regular enrollment fee for all challenged courses.

### Procedures

Prior to the fifth week of instruction, visit the instructional areas division office to determine if an instructor is available to conduct the exam.

Obtain a Credit by Exam form from the division office and submit it to the Admissions and Records Office for verification of eligibility. Take the completed form to the Business Office to pay the Credit by Exam fee.

Contact the instructor to schedule a time and location to take the exam.

After the student has completed the exam, the instructor will submit the completed form to the Office of Admissions and Records. Either a Pass or a No Pass mention will be entered on the transcript at the end of the semester.

*Note: Mathematics Course Challenge. Credit for a challenge examination will not be awarded when a student has successfully completed a course at a level more advanced than that represented by the examination in question.*

### Dismissal

#### Academic Dismissal

A student on Academic Probation is subject to dismissal when the student earns a cumulative grade point average of less than 2.0 in all units attempted in each of three consecutive semesters.

### Progress Dismissal

A student on Progress Probation is subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of "W", "I", and "NP" are reported in at least three consecutive semesters reaches or exceeds fifty (50) percent.

### Readmission Process

Students who have been dismissed from the college for academic and/or progress dismissal may be readmitted through participation in our Student Success Workshop Process. The process consists of the following.

Contact the RISE program to sign up for a workshop. Complete a Petition for Readmission and bring it to the workshop. Attend the workshop and meet with a counselor to develop an educational plan.

### Exceptions

Students may petition to the Dean of Enrollment and Student Services, for readmission following dismissal if their dismissal arises from one of the following:

1. Military service obligations.
2. Unusual personal problems that interfered with academic performance.
3. Serious health problems, substantiated by a doctor's statement, which affected academic performance.
4. Disqualified from a four-year college or university to which they were admitted directly from high school.
5. Conditions that their counselors determine may be rectified by a change of curriculum.

### Satisfactory Progress

Students readmitted for those reasons listed (see Exceptions) are considered to be making satisfactory progress.

Students readmitted must maintain a satisfactory progress point average to maintain "satisfactory progress" status.

### Distinguished Service Award

Since 1931, it has been the custom of the college to select from the graduating class two students who have contributed outstanding service to the college. These students will be recognized during commencement and have their names engraved on the honor plaque located in the college's archway. A committee appointed by the college President makes the selection.

### Enrollment Limitation

Enrollment in some college programs and courses may be limited due to health and safety considerations, requirements of a contracting agency, performance auditions or tryouts, or acceptance into a program.

### General Education

The primary function of education is to transmit from each generation to the next the knowledge and skills requisite to enlarge the comprehension of our place in the universe. Sacramento City College is committed to the principle of providing general education that includes: Natural Science, Social Science, Humanities, Languages and Rationality, Living Skills, and Ethnic/Multicultural Studies. All of these are basic and necessary to participate in and contribute to a balanced life in a democratic society that is diverse in its social, cultural, and educational backgrounds.

### Good Standing

In determining a student's eligibility to acquire or remain in good standing and attendance at a Los Rios College, both quality of performance and progress toward completion of objectives are considered. A student who attempts 12 or more semester units and earns a 2.0 GPA on a 4-point grading scale and who completes more than 50% of all attempted units merits a good standing relationship with the college.

## Grading

### Grades and Grade Point Averages

The grading standards with their grade point equivalents are as follows:

A	Excellent - 4 grade points per unit
B	Good - 3 grade points per unit
C	Satisfactory - 2 grade points per unit
D	Passing, less than satisfactory - 1 grade point per unit
F	Failing - 0 grade points, no units earned
P	Pass (C or better) - Not computed in GPA (formerly CR)
NP	No Pass (less than C) - Not computed in GPA, but affects progress, probation, and dismissal (formerly NC)
I	Incomplete - Not computed in GPA, but affects progress, probation, and dismissal
IP	In Progress - Course transcends semester limitation
RD	Report Delayed
W	Withdrawal - Not computed in GPA, but affects progress, probation, and dismissal
MW	Military Withdrawal

### Grade Computations

$$\text{Grade Point Average (GPA)} = \frac{\text{Total Grade Points Earned}}{\text{Total Units Attempted with a Letter Grade}}$$

$$\text{Progress Percentage} = \frac{\text{Total Units with a W, I, and NP}}{\text{Total Units Enrolled}}$$

Summer session units and grades will count toward earning probation, removal from probation, or possible dismissal.

### Grade Reports

Once during each semester all students may be given progress grade reports, which are indicators of the level of work they are achieving in each class as of that date. These reports are only an estimate of the student's work at the time, and do not in any way guarantee that these will be the final grades. If the student's work is unsatisfactory at this time, he/she should consult with instructors to determine the cause of their difficulty and the steps to be taken to improve their performance. Final grade reports are issued after the end of each semester and are available on eServices.

### Grades of Incomplete

An incomplete grade (I) may be assigned by the instructor when, in the judgment of the instructor, the student is unable to complete the requirements of a course because of unforeseeable emergency and justifiable reasons at the end of the semester. To receive credit for the course, the incomplete work must be finished no later than one year from the end of the semester in which it was assigned. A final grade will be assigned when the work stipulated has been completed and evaluated or when the time limit for completing the work has elapsed. A student may petition for a time extension due to unusual circumstances. A student may not re-enroll in a course for the purpose of completing an incomplete.

### Grades of Pass/No Pass

#### (formerly known as Credit/No Credit Grading)\*

A student may elect one course per semester to be graded on a Pass or No Pass grading basis. A request form must be filed with the Admissions and Records Office for this option prior to the end of the fifth week for a regular semester course or by the 30% meeting in a short-term class (see [www.scc.losrios.edu/Documents/admissions/pass-nopass.pdf](http://www.scc.losrios.edu/Documents/admissions/pass-nopass.pdf) for an online form). The deadlines for filing the request for short-term courses are published in the online class schedule. The equivalent of an A, B, or C received for the course will be recorded as "P", with units earned. The equivalent of D or F will be recorded as "NP", with no units earned. Units attempted for Pass/No Pass grades are not computed in the grade point average, but are used for determining progress probation and progress dismissal and minimum progress for students receiving financial aid.

Students are advised to consult with a counselor for current policies regarding Pass/No Pass grading before using this grading option.

\*Courses taken prior to December 31, 2008 are noted on the student record as CR/NC. Courses taken after January 1, 2009 are noted as P/ NP, per Title V section 55022.

### Grades of "W"

#### Withdrawal from Class

A student may officially drop a class without notation (a "W" grade) on the permanent academic record/transcript prior to a point in which no more than 20% of a class has occurred. These important dates are available at [http://www.losrios.edu/lrc/lrc\\_calend.php](http://www.losrios.edu/lrc/lrc_calend.php) (click on the appropriate semester, then click on "Click here for more information, including start/end dates, drop/add dates"). Withdrawals occurring after this time, and before the point in which 75% of the class has occurred, shall result in a "W" notation on the permanent academic record/transcript. Official withdrawals are those that have been processed via eServices or by staff in the Admissions and Records Office.

A "W" grade on the permanent academic record/transcript is used for determining Progress Probation and Progress Dismissal. No withdrawals are permitted during the last 25% of a course, except due to extenuating circumstances (verified cases of accidents, illness or other circumstances beyond the control of the student), for which a student may request withdrawal through the student petition process. After consultation with the instructor and with administrative approval, the grade may be recorded as a "W" rather than as a less than satisfactory or failing grade on the permanent academic record/transcript. In all other cases, after the 75% date, a student will receive a grade in the course.

Military withdrawal is available for students who are members of an active or reserve military service, and who receive orders compelling a withdrawal from courses. Students requesting military withdrawal must file a student petition and include supporting documentation.

Medical withdrawals may be considered when supporting documentation is provided along with a student petition.

### Honors Courses

Honors courses provide an enriched and unique educational experience with small classes in a seminar format. All courses are transferable and meet the general education/breadth requirements. Honors students have easy access to their instructors and are expected to utilize critical thinking skills throughout their course work. Eligibility: 3.0 GPA, eligibility for ENGWR 300, or upon application and letters of recommendation. Applications are available from Anna Joy, (916) 558-2615, located in Rodda South 211 or from the Language and Literature Division Office in Rodda South 226. Students completing 12 units of Honors courses with at "B" average are designated "Honors Scholars" at graduation and on their transcript. Honors courses are listed at the end of the Degrees, Certificates, Courses, and Transfer Majors section.

These Honors courses meet program requirements for certain certificates and degrees. Please see your counselor or the Honors Coordinator for more information.

NOTE: Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

### International Baccalaureate (IB) Credits

Sacramento City College may award college credit for international baccalaureate (IB) higher level course completion with scores of 5, 6, or 7, if the course work is compatible with the college's curriculum. No credit will be granted for lower level course work completed in the IB program. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both. The IB credits are listed in the Degree Completion, Graduation, and Transfer section.

## Phi Theta Kappa

Phi Theta Kappa is an international honor society for the two-year college. It offers recognition of academic excellence, scholarships, career placement resources, leadership development, and service opportunities. It is the only two-year college honor society whose members are automatically nominated for the national dean's list. Students who join Beta Eta Psi, SCC's chapter of Phi Theta Kappa, automatically receive the designation "Phi Theta Kappa Member" on their official transcripts.

Phi Theta Kappa membership is based on academic achievement. Students must be enrolled in at least .5 unit of coursework in a regionally accredited institution offering an associate degree program, must have completed a minimum of 12 units of course work leading to an associate degree or transfer, must have a 3.5 grade point average, and must enjoy full rights of citizenship in the U.S. or in the student's home country.

After induction, members must maintain a 3.0 GPA. Every member of Phi Theta Kappa at SCC is automatically a member of the Honors Club; however, members of Phi Theta Kappa must apply to the Honors Program separately to take Honors courses and to be eligible for the "Honors Scholar" designation on their transcripts.

## Prerequisite, Corequisite, and Advisory

Sacramento City College intends to guide students into courses in which they will have the greatest chance for academic success. Throughout the catalog, courses are designated as having prerequisites, corequisites, and/or advisories. Following are the definitions for prerequisites, corequisites, and advisories on recommended preparation:

1. "Prerequisite" is a course or skill level that a student must meet prior to enrolling in a course or program.
2. "Corequisite" is a course that a student is required to enroll in at the same time as another course.
3. "Advisory" is a suggested course or skill level that a student is advised to meet prior to enrolling in a course or program.

Counselors and instructors can advise students about which courses to take. Their advice will be based on test scores, transcripts, and students' educational goals.

Courses that are cross-referenced are indicated in parentheses following each of the particular courses. Students should be aware that credit will be given for ONLY one of the cross-referenced courses, but not for both.

In the Class Schedule students will find specific information regarding the days, hours, instructors, and rooms in which classes will be held. Class Schedules are posted online, prior to the start of registration for the next semester.

## Prerequisite Challenge Procedure

If you feel that you can meet the requirements, or if one of the conditions below exists, you may challenge a prerequisite or corequisite. A Prerequisite Challenge Form can be obtained from any division office. Criteria for challenging a course are as follows:

1. You have knowledge or ability to succeed in the course without the prerequisite.
2. The course that provides the prerequisite is not readily available.
3. You believe that the prerequisite is discriminatory or being applied in a discriminatory manner.

Once you have completed the challenge procedure, your challenge will be reviewed by faculty. You will be informed in writing of the faculty's determination within five working days.

## Probation

There are two types of probation: academic and progress.

### Academic Probation

A student who has attempted at least 12 units is placed on Academic Probation if the student has earned a grade point average below 2.0 in all units that were graded.

### Progress Probation

A student who has attempted at least 12 semester units is placed on Progress Probation when the percentage of all units in which a student has enrolled and for which entries of "W," "I," and "NP" are recorded reaches or exceeds 50 percent.

**Unit Limitation.** A student on either academic or progress probation may be limited to 12 units plus a physical education/kinesiology activity course or to a maximum load recommended by the student's counselor.

**Removal from Probation.** A student on Academic Probation is removed from probation and acquires good standing when the student's cumulative grade point average is 2.0 or higher. A student on Progress Probation is removed from probation and placed in good standing status when the percentage of units with entries of "W," "I," and "NP" drops below 50 percent.

## Scholastic Honors

Honors may be earned by students enrolled in 12 units or more for the semester. Nine (9) of these units must be graded on a letter basis exclusive of Pass (P). Students will be placed on the President's Honor Roll if they earn a grade point average of at least 3.0. If they earn a grade point average of 3.5 or better, they will be named for Highest Honors.

Students who maintain a high scholarship average are eligible for honors at graduation. Students who maintain a scholarship average of 3.5 or better are eligible for graduation "with great distinction"; students who maintain a scholarship average of 3.0 or better are eligible for graduation "with distinction." The published lists of students are compiled from the data available at time of publication and may be subject to subsequent revision. Grade point averages from the other colleges are used in the computation of scholastic honors.

## Service Learning Program

Participation in campus and community volunteer projects, as a part of regular course work, serves to make learning more direct and relevant, builds students' leadership and organizational skills, and promotes civic engagement and community building. SCC is incorporating service learning into more and more courses and is creating campus and community partnerships to enhance student learning. Service Learning projects have included Web and brochure design for community agencies, partnerships with social services, school-aged mentoring and transitional housing programs. For a current list of courses connected with the Service Learning Program, check the Schedule of Classes or visit the Service Learning website at <http://web.www.scc.losrios.edu/servicelearning> or call (916) 650-2918.

## Student Conduct

Students are encouraged to familiarize themselves with the Student Rights and Responsibilities and are expected to observe appropriate standards of conduct, order, morality, personal honor, and academic integrity as specified in LRCCD Board Policy and Regulations P/R 2441. Certain activities are not considered appropriate to a college campus, and are prohibited by the Board of Trustees. These include participation in gambling and raffles except when approved by the Vice President of Student Services as a regularly scheduled activity. Smoking is prohibited in all SCC buildings and at least 30 feet from any door. Drinking or being in possession of or under the influence of alcoholic beverages or illegal substances on college campuses is prohibited without qualification. There is a zero tolerance for violence. The Student Guide covers these procedures in more detail. For additional information about the disciplinary process, contact the Disciplinary Officer, Elaine Ader, Dean, Information Technology, (916) 558-2062.

## Student Grievance Policy

While attending SCC, students sometimes have misunderstandings or experience difficulty with a district or college employee. When students feel they have been treated unfairly and believe that one or more of their student rights have been violated, they can pursue a remedy or solution to the problem through the college's Student Grievance Process. The grievance process is explained in detail in LRCCD Board Policy and Regulations P/R-2412.

The levels and time lines of the Student Grievance Process are as follows:

### Informal Grievance, Level 1

Student is required to meet with staff member(s) and/or immediate supervisor of the staff member(s) in an attempt to mutually resolve the matter. This discussion must take place within ten (10) days of the alleged incident.

### Formal Grievance, Level 2

Filing: Within five (5) days of completion of informal procedure and not later than twenty-five (25) days from the date of the alleged incident, student may choose to file a Student Grievance Form.

Where: RHN257, Office of the Student Grievance Officer, Julia Jolly, Associate Vice President of Instruction, (916) 558-2407.

Purpose: Student Grievance Officer to determine grievability of the matter.

Time line: Within ten (10) days of filing date, Student Grievance Officer must notify all parties of status of grievability.

- (a) If deemed not grievable, the Student Grievance Officer will notify the student, in writing, that the grievance has been rejected and state the reason(s) why.
- (b) If deemed grievable, a hearing is scheduled.

### Formal Grievance, Level 3

Hearing: Formal hearing scheduled within ten (10) days following the appointment of a Hearing Officer.

Decision: Within ten (10) days of receipt of hearing, the Hearing Officer will inform all parties, in writing, of his or her decision.

### Formal Grievance, Level 4

Filing: Within five (5) days of Level 3 decision, either party may appeal the Hearing Officer's decision.

Where: President, RHN277.

Decision: Within ten (10) days of receipt of the appeal documents, the President will inform all parties, in writing, of his or her decision and that decision is final.

Students should be aware that an assigned grade by an instructor is not a grievable matter, except as outlined in Education Code 76224(a), which states:

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.

Students should remember that it is important to fully understand and comply with the various time lines. As used in these procedures, "days" shall mean calendar days, provided, however, that days during winter break, spring break, and breaks before and after summer sessions shall not be counted as "days."

Student Grievance Officer: Julia Jolly, Associate Vice President of Instruction, (916) 558-2407, RHN257.

The Associate Vice President is prepared to assist students in resolving concerns or problems that may be handled through the college's Student Grievance Process and can answer questions students have about any aspect of the process. The Student Grievance Form and LRCCD Board Policy and Regulations P/R-2412 are available through this office.

A copy of the policy and regulations can also be obtained from Dean of Enrollment and Student Services (RHN111), Vice President of Student Services (RHN272), and Instructional Services (RHN257), as well as all Division Dean offices.

## Student Leadership and Development Programs and Services

The Student Leadership and Development Program at Sacramento City College is designed to provide and complement learning in and out of the classroom. All students are encouraged to create and take advantage of opportunities for involvement that will enhance their academic studies and contribute to their life goals. Students participating in clubs and organizations, student government, events, leadership workshops, and classes become intimately connected with the campus community. Getting involved at SCC can help students to feel more valued on campus and achieve their goals through enhanced learning and larger support networks. Join in the fun now and enjoy the benefits for the rest of your life! For more information, visit [www.scc.losrios.edu/](http://www.scc.losrios.edu/), call 916-558-2381, or drop by the office located in South Gym 226.

### Student Access

Student Leadership and Development strives to provide access for all students to activities, events, and other programs and services. The Student Leadership and Development Office can provide an accommodation or assist in creating a more accessible campus environment.

### Student Activities and Events

Student Leadership and Development sponsors events every year that help form students, leaders, and communities. Examples include, but are not limited to Welcome Day, Club Day, Leadership Day, and People's Day. In addition, a variety of training and development workshops and classes are also provided.

### Student Associated Council

The Student Associated Council (SAC) is a team of student leaders dedicated to representing the interests and protecting the future of a diverse student body and is the official representative body for the students of Sacramento City College. The SAC includes the Student Senate, the Clubs and Events Board, and the Joint Budget Committee as a means to provide students with a voice in the shared governance process, advocate for the common interests of students, facilitate student involvement and activities, promote student life on campus, and appropriately allocate funds for these purposes.

Involvement in student leadership provides students the opportunity to learn and apply new skills, develop friendships, and have fun. Students are encouraged to participate on college standing committees, a system of effective and efficient governance. Standing committee membership is open to students, faculty, classified staff, and administrators. Appointment of student members to standing committees is coordinated through the Student Associated Council. For more



information, quick link to Student Leadership and Development from the SCC home page, call 916-558-2446, or drop by the SAC office in South Gym 226.

### **Student Bulletin Board Postings**

Student Leadership and Development will assist students and college organizations by approving and posting appropriate school materials on bulletin boards throughout campus.

### **Student Center**

The Student Center, located in the South Gym, is a place to study or visit with friends. In addition, student groups and SCC departments may reserve the facility for college-sponsored meetings and events.

### **Student Co-Curricular Support**

Student Leadership and Development will work to support co-curricular activities and events. Students and instructors are encouraged to present ideas for consideration.

### **Student Housing**

Student Leadership and Development maintains a listing of private residences advertising rooms for rent, students seeking roommates, and apartments for rent.

Housing notices are posted in a display case on the first floor of the South Gym as a free advertising service only. It is the responsibility of the student to contact prospective roommates, apartment managers, or homeowners directly. The college assumes no responsibility for this off-campus housing other than providing the listing of available housing.

### **Student Organizations**

Any group of students having common interests may organize a student club under rules established for student organizations. Each club must have a faculty advisor and be approved by the Student Leadership and Development Office. For more information on past and current clubs and/or how to start a new club, quick link to Student Leadership and Development from the SCC home page.

### **Student Publication - *electricITY*: Sending the Power of Information to Students**

This is a monthly publication of Student Leadership and Development. Submissions are due by the 15th of the month. Submissions may be edited and are not guaranteed inclusion. *electricITY* is distributed via The Express (SCC's student-run newspaper) and through various offices around campus.

### **Voter Registration**

Student Leadership and Development has voter registration forms available for you to vote in local, state and national elections. Students need to register to vote if they have moved residences, changed names or party affiliations, or are voting for the first time.

### **Student Records Access**

The Los Rios Board of Trustees, in order to meet the provisions of the Family Rights and Privacy Act of 1974 and the Education Code, has established policies giving students and parents of dependent students access to certain designated records. A summary of the rights and procedures for access are contained in the Students' Rights and Responsibilities section of the Los Rios Community College District Policy manual. Complete copies of the Act, Education Code, and Board policies are available in the offices of the Dean of Enrollment and Student Services (RHN 177) and the Vice President of Student Services (RHN272).

District Regulation 2265 provides for the release, without student consent, of Student Directory Information, i.e., student's name, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and most recent previous public or private school attended. In addition, federal law provides that representatives of the U.S. Department of Defense shall be provided a student's name, address, and telephone number for

recruitment purposes. Students have the right to refuse the release of directory information by submitting a written statement to the Admissions and Records Office.

### **Student Rights and Responsibilities**

College students are both residents of the United States and members of the community; they have the same rights and freedoms as all residents and, as such, they are accountable to Federal and State laws and statutes. In addition, students are also accountable to Los Rios Board policies and individual college rules and regulations.

The President of a college in the district serves as the chief administrator and has been delegated by the Board of Trustees to be responsible for the overall supervision of the operation of the college in conformity with the directives and duties as defined by the district Chancellor/Superintendent and consistent with the policies of the Board of Trustees.

In any conflict related to student discipline, students shall be informed in writing of charges to be brought against them, and they shall have the right to be assisted in their defense by non-legal counsel and/or advisor.

### **Study Abroad Program**

Sacramento City College recognizes the benefits to be derived from travel/study tours and the educational value of on-site experiences in other areas of the world. Study abroad can be an enlightening, maturing, and life-changing experience. Students are challenged to re-examine themselves, their attitudes and their studies as they learn to understand new and different cultures.

In cooperation with the American Institute for Foreign Study and the Northern and Central California Consortium, the Los Rios Community College District offers unique study opportunities in London, England; Paris, France; Florence Italy, Costa Rica, Madrid, and China.

All studies are typical of regular academic programs taught on the SCC campus, yet utilize travel/field trips, cross-cultural experiences and foreign resources.

*Prerequisite: Completion of 12 units of college credit before departure and a 2.56 GPA.*

The 13-week program typically includes a required course in the life and culture of the country and general education courses such as Art, English, Humanities, and Social Sciences.

For more information and applications, call the Study Abroad Office at Cosumnes River College, (916) 691-7187 or visit the website at <http://crc.losrios.edu/abroad>

## Admissions and Registration

### Admission Eligibility

Admission to the college, as prescribed by law, is open to: (1) any high school graduate; and (2) any person over 18 years of age who can demonstrate ability to profit from community college education. High school students who have achieved sophomore status at 16 years of age may be admitted to a limited program upon recommendation of their school principals (See Advanced Education section for details.) Advanced Education students should contact their school counseling office or the SCC Counseling Office, (916) 558-2204, for enrollment details. Students who successfully complete the “Certificate of Proficiency” granted by the state Board of Education will be admitted to Sacramento City College on the same basis as regularly graduated high school students.

### Advanced Education

Advanced Education is intended to provide high school students with educational enrichment opportunities at the community college. To ensure success for advanced education students, the following questions and answers related to the program have been developed. College classes often include adult/mature subject matter.

#### Who can enroll in advanced education courses:

Students who have completed the 10th grade or will be 16 years of age by the first day of instruction, have a GPA of 2.7 or higher, or demonstrate ability in the subject area may apply for enrollment.

Exceptions to the 2.7 GPA are courses in Human Career Development and special courses designed for high school students.

#### Which courses are excluded from the Advanced Education program:

- basic skills courses numbered below 100
- courses requiring repetition due to substandard grades
- basic courses in English or math
- courses in which the safety of the student or others would be jeopardized
- courses with an adult or mature subject matter not appropriate for high school students

#### What documentations does the student need to provide in order to enroll:

- completed college application
- supplemental data information
- Advanced Education form
- appropriate assessment results
- high school transcript
- copy of private school affidavit, if appropriate
- documentation of age

#### How does a student register for class:

- Advanced Education students must register in person at the Admissions counter or at an outreach center
- Have a completed Advanced Education application
- If a student enrolls in a course held at the high school, the student may be assisted at the high school.

#### What else should a student know about the Advanced Education program:

- The course credit and grade the students receive will become part of their permanent college record
- All prerequisites must be met
- A student may enroll in a maximum of six units or two courses each semester including summer
- Enrollment fees are waived, but out-of-state and international students must pay those fees
- Students must be present at the first class meeting or they will be dropped

- If initially denied for advanced education, students can submit petitions for eligibility with the Dean of Counseling and Student Success at SCC.

### Allied Health Programs

Students interested in Allied Health programs must be enrolled in the program as well as the college. Applications are available at the division office, Mohr Hall 18.

### Auditor of Courses

Auditing is not permitted in the Los Rios Community College District. All students must be officially enrolled in all courses they are attending.

### Catalog Rights—Election of Requirements

Students who maintain continuous enrollment in at least one regular semester of a calendar year (Spring, Summer, or Fall) at Sacramento City College or the equivalent at any other college or university, for the purpose of meeting Associate Degree or Certificate requirements, may elect to meet the requirements in the SCC catalog in effect at the time of first enrollment or at the time of graduation from SCC.

Students who maintain continuous enrollment in at least one regular semester at Sacramento City College or another California Community College or a California State University or a University of California per calendar year, for the purpose of meeting transfer general education/breadth requirements, may elect to meet the requirements in the SCC catalog in effect at the time of first enrollment or at the time of transfer to a California State University.

### Concurrent Enrollment

Students enrolled at Sacramento City College may be enrolled for college credit at another institution. It is the responsibility of the student to request transcripts be sent to the Admissions and Records Office at Sacramento City College for any credits earned in a concurrent enrollment.

### Course Selection

Students are responsible for the selection of courses. However, they should consult with a counselor to determine the appropriateness of course selections for their major and general education requirements, especially for students transferring to four-year institutions. Courses offered are subject to change, contingent upon availability of staff and funds.

### Enrollment Fee

All California Resident students must pay an enrollment fee of \$46 per each unit per semester. These fees are subject to change by the State Legislature. Payment of enrollment fees is due at the time of enrollment. Students must officially drop a class to avoid being charged for it. Note: At the time of this publication, fees were set at the levels stated here, but are subject to change pending Legislative action. Students will be billed for, and are required to pay, any increase in fees.

### Fees – Exemptions/Waivers

Students may be eligible for a Board of Governor’s Fee Waiver if they are California residents and meet one of the established criteria. More information is available at [http://www.losrios.edu/lrc/bog\\_eligibility.php](http://www.losrios.edu/lrc/bog_eligibility.php). Students must complete the fee waiver form available online.

### Federal Education Tax Credits

#### (American Opportunity Credit and Lifetime Learning Credit)

Students (or parents of dependent students) may be able to obtain federal tax credits for enrollment fees if the student is enrolled in at least 6 units during any semester or summer session, and the student meets the other conditions prescribed by federal law. Students who consent to online access can view and print the IRS Form 1098-T through eServices by January 31st of each year. For eligible students who do not consent to online access, the IRS Form 1098-T will be

mailed by January 31st. More information on the American Opportunity Credit or Lifetime Learning Credit is available on IRS Form 8863 at the following web address: <http://www.irs.gov/newsroom/article/0,,id=205674,00.html> OR <http://www.losrios.edu/lrc/1098T.php>

### Fee Refunds

Enrollment, non-resident tuition, and Universal Transit Pass fees (minimum \$5 fee if a sticker has been picked up) are refundable only if a student withdraws during the first 10 days of the semester for Fall and Spring semesters, and through Friday of the first week of instruction for less than full-semester classes, and during the first five (5) days of instruction for the Summer session. There is no refund after these deadlines.

The student may file for the enrollment and/or non-resident tuition fee refund (online at <https://www.losrios.edu/refundapp.htm>) up to the last day of instruction in any semester or Summer session, provided the student has withdrawn from classes on or before the deadline. For specific dates and deadlines refer to the class schedule or website. To qualify for a refund, the student must officially drop the class(es) online at eServices, or at the Admissions and Records office by the deadline. Students who have paid their fees and later qualify for the BOG fee waiver may apply for a refund. These refund requests must be filed online by the last day of instruction of the semester in which the student is requesting a refund. Refund eligibility will be determined by the date the class(es) were dropped and the date the refund application is filed with the college Business Services Office.

### Fines

Fines are assessed for overdue books in the Library, and students are required to replace lost library books. Forwarding the transcripts of record is contingent upon payment of such bills and Library fines.

### International Students

International students are individuals who need a visa to study in the United States. Students must contact the International Student Center, Rodda Hall North 118 for pre-admission requirements. For overseas applicants, it is advisable to submit all documents at least four to six months prior to first day of instruction to avoid lengthy visa delays. The Coordinator/Counselor can assist new, continuing and transfer students with orientation and academic counseling based on major goals and ESL/English and math assessment course recommendations. The Center staff can answer specific F/M student visa questions to SCC student or applicants. Students may find further information about F-1 status at the Information for Students and Exchange Visitors website: [www.ice.gov/sevis/students](http://www.ice.gov/sevis/students). SCC international students are required to show evidence of an approved Health and Sickness Insurance Plan coverage to the SCC Health Office prior to registration every semester.

### Matriculation

Matriculation is a process that assists the student in achieving educational goals. It is an agreement between the college and student who enrolls for credit. We ask that you participate in a partnership with us to ensure your educational success.

### Matriculation Exempt Criteria

Students may be exempt from participating in Orientation, Assessment, Counseling, or Advisement if they have:

- completed an Associate Degree or higher; or
- satisfied at least two of the following and do not wish to participate:
- identified a goal of upgrading job skills.
- enrolled in fewer than six (6) units.
- concurrently enrolled in another post-secondary institution; or
- have no degree or occupational objective.

If students have been declared exempt, they will be given the opportunity to elect whether or not to participate in the Matriculation process or any part of the Matriculation process.

### Military Service Credit

Upon presentation of papers showing honorable discharge and active duty of one year or more in the United States armed forces, veterans may receive four units of elective credit. This credit will meet the living skills requirement for the associate degree. They may also receive additional credit for training satisfactorily completed in service schools according to the recommendation of the American Council of Education. Credit for military service will not be posted on the transcript record until the student has completed 12 semester units with a grade point average of 2.0 at Sacramento City College.

Students in the six-month reserve training program are not eligible for military credit. This is in accordance with the recommendation of the American Council on Education issued September 1964.

### Non-Resident Tuition

Students who have not established legal residence in California are required to pay a tuition fee in addition to enrollment fees. The tuition is set by the State of California each year. For the 2012-2013 school year tuition is \$254 per unit (\$46 enrollment fee plus \$190 non-resident per unit, plus \$18 capital outlay fee per unit). Dependents of military personnel will be charged nonresident tuition fee if their guardian is not a resident of California and is stationed out of state.

International students who are both residents and citizens of a foreign country are assessed \$254 per unit.

### Non-resident Tuition Refund Schedule

Time of Withdrawal	Amount of Refund (%)
<b>Fall and Spring (full semester classes*)</b>	
By the end of the second week of instruction**	100% refund
After the second week of instruction	No refund
<b>Summer</b>	
By Friday of first week of instruction	100% refund
After Friday of first week of instruction	No refund

Please check the calendar in the Schedule of Classes for specific dates.

*\*Note: The first week of instruction is the first week of the semester or summer session in which instruction is offered.*

*\*\*Note: Dates are adjusted for short-term classes.*

### Reduced Fees Under AB540

As a nonresident you may be eligible to pay the \$46 per unit fee just like California residents. What is AB540? AB540 is a state law that exempts certain students who are not residents of California from paying non-resident tuition at California Community Colleges and California State Universities.

### Who is eligible? Students who meet all of the following requirements:

- a. You attended a California high school for three or more years.
- b. You graduated from a California high school or attained the equivalent of a high school diploma from California (e.g., GED or California Proficiency Exam).
- c. You registered in Spring 2002 or later.
- d. You completed a California Nonresident Tuition Exemption Request form.

For more information, contact Admissions & Records at (916) 558-2351.

### Open Courses

It is college policy that every course, course section, or class that receives state apportionment be fully open to enrollment and participation by anyone who has been admitted to the college and who meets such prerequisites as may be established pursuant to Title V of the California Code of Regulations, unless specifically exempted by statute.

## Re-admission to the College

Former students of Sacramento City College returning after an absence of one or more semesters must re-apply for admission. Official transcripts from any institution attended, since the date of last enrollment at Sacramento City College, should be submitted to the Admissions and Records Office. This includes summer session and correspondence courses.

## Registration Procedures

The Class Schedule and Enrollment Calendar, printed prior to the beginning of each semester, contain detailed enrollment instructions. Students should enroll according to their scheduled time and date. See <http://www.scc.losrios.edu> or SCC eServices for further details.

The process for enrollment includes the following steps:

**Application:** Apply online at [www.scc.losrios.edu](http://www.scc.losrios.edu). Application assistance is available in the Registration/Financial Aid Lab in Business 153. International students may apply online but must submit additional information to the International Student Center before being admitted to SCC.

**Transcripts:** Request that your official high school transcript be sent to the Office of Admissions and Records.

**Prerequisites:** Many courses have prerequisite courses that must be completed and passed prior to enrollment. Prerequisites are listed in the course description in eServices. Be sure you've met the prerequisites for a course before enrolling. If you have questions, contact Counseling at (916) 558-2204.

**Orientation:** Participate in Orientation. Phone (916) 558-2145 or drop by the Orientation and Information office in Rodda Hall North 138 to make an appointment. Orientation sessions will provide information about programs and services offered at SCC. As an alternative to the traditional Orientation session, SCC offers an Online Orientation followed by an appointment with a counselor.

**Assessment:** Students take the assessment test. Phone (916) 558-2540 or drop by the Assessment Center in the Student Services Building to inquire about dates and times for the English, ESL (English as a Second Language), and Math assessments.

**Counseling:** With their assessment test results, students meet with a counselor to create a one-semester educational plan. Counselors provide information about certificates, degrees, and transfer requirements. Students are encouraged to keep their Educational Plan updated by meeting with a counselor every semester.

**Financial Aid:** California residents may apply for Board of Governors Enrollment Fee Waiver online (BOGFW) at [www.scc.losrios.edu/financial-aid](http://www.scc.losrios.edu/financial-aid). Fee waiver assistance is available in the Registration/Financial Aid Lab in Business 153.

**Pay your fees:** Fees may be paid online or in person at the Business Office in RHN173. For a list of current fees, please go to our website at [www.scc.losrios.edu](http://www.scc.losrios.edu). Payment of all fees is due at the time of enrollment. Students must officially drop a class to avoid being charged for it.

\*All fees are subject to change.

## Repetition of Courses

Repetition of courses must be conducted in compliance with California Title V Regulations, Sections 55040 through 55046. A course (or its equivalent) may be repeated up to two times at any of the Los Rios colleges for which a notation of D, F, NC (No Credit), NP (No Pass), or W (Withdrawal) was earned. This regulation is effective across the district at all Los Rios colleges. If you took a course at any of the Los Rios colleges – American River, Cosumnes River, Folsom Lake, or Sacramento City, this counts as one of your three attempts.

Exceptions to this regulation are as follow:

- The college finds that the student's most recent previous grade is, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the student's control. This is a one-time exception.
- A student may repeat a course because there has been a significant lapse of time since the student previously took the course based on the established recency for that course. Grades awarded for courses repeated under this circumstance shall not be counted when calculating a student's grade point average. This is a one-time exception.
- Courses designated as "repeatable" are those listed as such in the College Catalog and are designed to enhance students' skills or performances through supervised repetition. These include: (a) courses where the content differs each time it is offered; (b) activity courses where the student continues or builds on skills or proficiencies by supervised repetition and practice in class; (c) courses in music, fine arts, theatre or dance which are part of a sequence of transfer courses. In all of these cases, students can take the course a maximum of four times.
- Students may repeat courses listed in the College Catalog as such to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. These repetitions are not limited and are granted based on the College's verification of established legal mandates.

## Residency

Sacramento City College is a public college under California law. At public community colleges certain legal requirements pertaining to residence must be honored. The application for enrollment includes a "Statement of Residence." Non-resident students do not automatically become California Residents by merely living in the state more than one year. State law also requires proof of intent to establish California residency. Such proof can include filing California Income Tax forms, voter registration, driver license, vehicle registration, and other acts of intent dated one year and one day prior to the start of the semester. The law also requires that the students show no contrary intent, that is, they must not have maintained residence status in their former state (i.e., driver license, taxes, car registration, etc.). The burden of proof rests with the student. The residency laws do not permit college officials to waive any portion of the residency requirements. Students must submit a request for reclassification prior to registration.

### Resident rules are as follows:

A student whose legal residence is in California may attend Sacramento City College. Generally, the legal residence of unmarried students under the age of 19 is that of their parents.

California Education Code and Los Rios Community College District policy states that an applicant, regardless of age, who has not established legal residence in California will be considered a "non-resident" and subject to a per-unit non-resident tuition and enrollment fees.

In addition, students who are both citizens and residents of a foreign country are subject to a per-unit international tuition fee and enrollment fee.

For a list of current fees, please visit our website at [www.scc.losrios.edu](http://www.scc.losrios.edu).

## Residency Requirements

Sacramento City College is a public college under California law and must honor certain legal requirements pertaining to student residency. The application for enrollment includes a "Statement of Residence." California Education Code and Los Rios Community College District policy state that an applicant, regardless of age, who has not estab-

lished legal residence in California will be considered a “non-resident” and subject to a per-unit non-resident tuition and enrollment fees. Out-of-state students are classified as non-residents. Generally, the legal residence of unmarried students under the age of 19 is that of their parents.

Non-resident students do not automatically become California residents by merely living in the state more than one year. State law also requires proof of intent to establish California residency. Such proof can include filing California Income Tax forms, voter registration, driver license, vehicle registration, and other acts of intent dated one year and one day prior to the start of the semester. The law also requires that the students show no contrary intent, that is, they must not have maintained residence status in their former state (i.e., driver license, taxes, car registration, etc.). The burden of proof rests with the student. The residency laws do not permit campus officials to waive any portion of the residency requirements. Students must submit a request for reclassification prior to registration.

The residence determination dates are as follows:

Summer, 2012 semester - June 10, 2012

Fall, 2012 semester - August 24, 2012

Spring, 2013 semester - January 18, 2013

Out of state students may apply for reclassification to California resident by meeting state requirements as described in the California Education Code and California Code of Regulations (Title 5). They must complete a reclassification application and provide sufficient documentation clearly demonstrating they have a physical presence in California, intent to reside in California permanently, and financial independence. Please see the Admissions and Records Office or [http://www.scc.losrios.edu/Current\\_Students/From\\_Enrollment\\_to\\_Graduation/Admissions\\_and\\_Records/AandR\\_Forms.htm](http://www.scc.losrios.edu/Current_Students/From_Enrollment_to_Graduation/Admissions_and_Records/AandR_Forms.htm) for the reclassification application and instructions.

Students who are both citizens and residents of a foreign country are subject to a per-unit international tuition fee and enrollment fee.

### Schedule Adjustments

Students who wish to change their schedules in any way after they have enrolled should follow the procedures listed online at [www.scc.losrios.edu](http://www.scc.losrios.edu) under Registration. Students not attending a course in which they are officially enrolled should drop the course through eServices to avoid incurring grades that would negatively affect their academic standing. Not showing up for a class does not constitute an official withdrawal. Students who are not attending classes, but are receiving Financial Aid, must contact the Financial Aid office immediately at (916) 558-2546 or in person at Rodda Hall North 167. Students are required to repay funds received for classes they are no longer attending.

A student may withdraw without penalty from individual courses or from the college up to the date indicated in the Board approved academic calendar or a corresponding time period for courses scheduled for shorter duration of time (see the schedule for detailed dates at [www.scc.losrios.edu](http://www.scc.losrios.edu)).

### Textbooks and Supplies

Students purchase their own textbooks and supplies. The College Store sells all required items. Note: There is a \$25.00 Service Charge on all returned checks. Student records are placed on hold until the check and fee are paid in full.

### Transfers from Other Community Colleges

Students who have previously attended another college and are in good standing are eligible to enroll at Sacramento City College, subject to residence requirements. Students should make a counseling appointment after their transcripts have been received to review their progress toward a degree or objective.

NOTE: Only official transcripts sent directly from the schools to Sacramento City College will be accepted. Transcripts should include any summer session or correspondence courses. All submitted records become the property of the college and will not be returned to the applicant. All transcripts must be received by the Admissions and Records Office by July 19 for Fall 2012 and December 14 for Spring 2013 or registration may be delayed. Students who have been disqualified by another college will not be admitted in the semester immediately following their attendance at that college. After one semester's absence, such students may be admitted subject to the Academic Standards Policy.

### Transcripts

The first two transcripts are free and additional copies may be obtained for two dollars (\$2) each. Requests for official transcripts can be initiated at the Admissions and Records Office, by fax, or using the online transcript request form (only when sending to another academic institution). Please go to [www.scc.losrios.edu](http://www.scc.losrios.edu) for more information. Students requiring a transcript within 24 hours will be assessed a \$10 service charge per transcript ordered. Unofficial transcripts can be viewed and printed by accessing eServices.

### Unit Load

College work is measured in terms of the semester “unit.” In lecture courses, one hour in the classroom and two hours of study preparation per week constitute a unit of work. In the laboratory, three hours in the classroom per week with no outside study constitute one unit of work. The number of units of credit is listed with each course description.

The normal load for full-time students planning to graduate in four semesters is 15 units per semester. Students desiring to carry units in excess of 18 units (8 units during Summer School) must obtain approval from the Dean of Enrollment and Student Services. To do so, students must petition one week prior to registering.

Students are regarded as legal “full-time students” if they carry a minimum load of 12 units.

Full governmental subsistence for veterans requires the following unit load:

- a. Veterans under Public Law 894 - as required by the Veterans Administration - 12 units.
- b. Veterans dependents under Public Law 634 - 12 units.
- c. Veterans under the California Bill - 12 units.

The following categories require the minimum unit load indicated:

- a. International students - 12 units
- b. Student athletes - 12 units including Physical Education.

Students will notice that some courses have “variable” units (1-2, .5-4, or 1-3 units). Some courses may be taken more than once (two to four times each) provided there is no duplication of topics. For example, MUIVI 315 is offered for 1-2 units and may be taken twice.

### Universal Transit Pass (UTP)

A graduated UTP fee is charged to all students to a maximum of \$15 per semester depending upon the number of enrolled units. BOGFW recipients pay a reduced UTP fee.

### Verification of Enrollment

Upon written request, verifications of enrollment are provided free of charge, by the Office of Admissions and Records. Please allow three to five working days for processing. For round the clock service, Sacramento City College has authorized the National Student Clearinghouse to act as its agent for verification of student enrollment status. You can obtain an official Enrollment Verification Certificate at any time through the Clearinghouse website at [www.studentclearinghouse.org](http://www.studentclearinghouse.org). A fee may be charged for this express service.

## Student Support Services

### Alternative Publication Formats

This publication is available in alternate formats (large print, Braille, MP3, or e-text). Please call (916) 558-2087 (voice) or (916) 558-2693 (TDD).

### Assessment

Since reading, writing, and mathematics skills are essential for learning and understanding all subjects, it is helpful for students to know their level of performance in these areas. Assessment in these subjects will show educational strengths and needs and can provide useful information for planning a course of study at Sacramento City College. Assessment is not conducted to keep a student out of college or specific classes.

Students' assessment results, along with their high school records, educational and employment experiences, current work schedules, and motivational levels, can be used to help plan classes. Sacramento City College counselors can provide interpretations of test results and work with students to prepare Student Educational Plans. The Assessment Center can provide information about the types of assessment available and its testing schedule.

Call (916) 558-2540 or (916) 558-2541 for information or drop by the Student Services Building Room 121.

### Cafeteria - Snack Bar - City Café

A wide range of food services is available to student and staff members through City Café. There are also a number of nutrition (vending) centers on campus.

### CalWORKs Program

CalWORKs (California Work Opportunities and Responsibility to Kids) is a state-funded Welfare-to-Work Program designed to help individuals on public assistance become self-sufficient. Sacramento City College's CalWORKs Program, an interagency program, works closely with the county Department of Human Assistance bureaus and with other community agencies and organizations as well as on-campus programs to provide comprehensive services that promote self-sufficiency and lifelong learning. The SCC CalWORKs Program includes education, training, and support services, as well as employment opportunities related to the individual goal of each participant. Anyone receiving TANF (Temporary Assistance for Needy Families) may be eligible for services.

For further information and for CalWORKs outreach presentations, please call (916) 558-2331 or visit [www.scc.losrios.edu/current\\_students/student\\_services/calworks.htm](http://www.scc.losrios.edu/current_students/student_services/calworks.htm).

### Career Center

The Career Center is available to assist and support students through the Career Development Process. This process includes Job Search, Experiential Education, Decision Making/Goal Setting, Research, and Self-Exploration. Students can explore new careers, build on their current careers, and get help matching their majors to careers. Available career resources include computer programs, books, journals, newspapers, and career self-assessments. The Career Center works with students individually or in groups, and all services and resources are available to students and the public. Please contact the Center if you need accommodations for a disability to utilize our services. The Career Center also hosts an annual Career Day in the spring, where students can explore career opportunities and internships, as well as network with potential employers. For additional information, please contact the center at (916) 558-2384. The Career Center is located inside the Counseling Center in Rodda Hall North 147.

### Child Development Center

The college provides care and education services for children of preschool age in the Berneice Clayton Child Development Center. The

program serves mostly low-income student families with funding provided by the State Department of Education. There are also a limited number of spaces available to staff and faculty families.

The center also serves as a child development teaching laboratory for students majoring in academic and vocational programs related to children. College students do observations and participate as teaching assistants in the classrooms.

The mission of the Child Development Center is to provide a high quality relationship based learning environment that respects the diversity and development of all children, families, and students.

For additional information, call (916) 558-2542.

### College to Career

The College to Career program provides students with disabilities with specific support and individualized coaching for academic success and job placement. To qualify for College to Career services, a student must be a current consumer of the California Department of Rehabilitation and Regional Center, and have an intellectual disability, autism spectrum disorder, cerebral palsy or epilepsy. Services include education coaches, education plans leading to a certificate or degree and job/career goal, work experience and internships specific to the job/career goal and competitive job placement.

To get more information about College to Career, or to schedule an appointment, call us at (916) 558-2107 or check our website at: <http://wserver.scc.losrios.edu/~dsps/c2c.html>.

### College Store

The College Store, conveniently located on campus on the east side of the Lusk Aeronautical building, carries a complete stock of all textbooks used in the classes at the college, as well as paper and supplies of all kinds. The Board of Trustees of the Los Rios Community College District exercises supervisory control over the College Store and provides for an annual audit. The President of the College is empowered to direct the activities of the store. Visit our website for hours of operation and other services: [www.scc.losrios.edu/bookstore](http://www.scc.losrios.edu/bookstore).

### Counseling and Student Success

The Sacramento City College Counseling and Student Success Department offers comprehensive professional counseling services for community college students. Academic counseling is available to assist students in clarifying their educational goals. Students and counselors work together to create an educational plan for obtaining a certificate, associate degree, and/or transfer. Career counseling can help students to explore their personal values, aptitudes and interests, and to identify a major that leads to a fulfilling career. SCC counselors provide personal counseling to help students with life issues that may interfere with academic success. Crisis intervention services are available to students who are experiencing acute emotional distress and require immediate attention.

As part of the matriculation process, all first-time college students are to attend a New Student Counseling Workshop prior to their first semester, and to meet with their counselor every semester thereafter to discuss academic and personal progress, and to update plans. Counselors refer students to other services, including many that may be provided in the Counseling and Student Success Department: online advising and special programs for student retention. Counselors also teach Human Career Development courses that are designed to build skills that lead to academic and life success.

The Counseling Center is located on the first floor of Rodda Hall North, Room 147. Call (916) 558-2204 for more information and available hours. Counseling services are also available at the SCC Outreach Centers.

Other programs located in the Counseling Center include Health Services, Transfer Center, International Student Center, Job Services, Career Center, Cooperative and Work Experience and Internship Program.

## Cultural Awareness Center

The Cultural Awareness Center's (CAC) goal is to promote intercultural understanding and education through programs and traditional cultural celebrations that reflect the diversity of Sacramento City College and its urban community.

The CAC celebrates ethnic cultural traditions through dance, music, art, poetry, and storytelling. In addition, the CAC sponsors open forums, panel discussions, and speakers who often reflect the ethnic, education, age, and gender differences on our campus, as well as the differences of ideas and opinions. These differences allow us to see things from many different perspectives, promoting healthy discussion and debate. The Cultural Awareness Center is a safe place to celebrate what makes us different and to learn to appreciate the differences in others. It is an educational experience that helps members of the college community to become comfortable learning, living, and working in a diverse world. For more information, please call (916) 558-2155 or visit our website at [www.scc.losrios.edu/~cac/](http://www.scc.losrios.edu/~cac/).

## Computer Labs for Online Services

Computers for student use are available in the Registration/Financial Aid Lab, Business Building 153. (Check the Schedule of Classes for dates this center will not be available). A staff member is available onsite to assist students with online orientations, applications for admission, financial aid applications, updating supplemental information, obtaining assessment scores, viewing academic histories and/or schedule, as well as enrolling into classes.

## Dental Health Clinic

The Dental Clinic is located in Rodda Hall South 133. Students and community members may make appointments with dental hygiene students for preventive dental hygiene services. Services include cleaning and polishing teeth, fluoride application, and oral hygiene instructions. Fees for these services are \$20.00 for the first appointment and \$9.00 for additional appointments. The fee for cleanings for children is \$16.00. Sealants, which prevent tooth decay, cost \$9.00 per tooth. With a written request from a dentist, dental X-rays can be taken by either dental assisting or dental hygiene students. The fee for X-rays ranges from \$12.00 to \$22.00. For an appointment, call (916) 558-2303.

## Disability Resource Center

The Disability Resource Center (DRC) serves students with documented physical, learning, communication, developmental, psychological and acquired brain injury disabilities, and other impairments. Students with disabilities who request reasonable accommodations are required to provide verification of their disability to the DRC.

A variety of academic support services are available providing students with disabilities opportunities to participate fully in all aspects of college programs and activities through appropriate and reasonable accommodations. Services include the following:

- Alternate media format materials
- Assistive computer technology
- Counseling
- Equipment loan
- Exam accommodations/proctoring
- Interpreters (Sign Language)
- Learning disability assessment & evaluation
- Learning strategies instruction
- Mobility/Lab Assistance
- Notetakers
- Priority registration

- Referral to other campus and community resources
- Real-time captioning

Students who require information or services should go to the Student Services Building for intake, counseling, and service coordination. The telephone numbers are (916) 558-2087 (voice), (916) 558-2693 (TTY), (916) 374-7218 (VP), (916) 650-2781 (FAX), and website <http://wserver.scc.losrios.edu/dsps/>. Students requiring appointments for learning disability assessment should go to the DRC to make an appointment. The Assistive Technology Lab and exam proctoring center are located in ADJ5. Exam proctoring must be pre-scheduled. The telephone numbers for proctoring are (916) 558-2545 (voice) and (916) 558 2670 (FAX). Equipment, staff, and adaptive physical education/kinesiology courses are available to assist students in improving and enhancing their physical skills to facilitate education and personal development. Contact the Kinesiology, Health and Athletics Division at (916) 558-2425 for more information.

Students seeking Educational Accommodations who do not wish to be referred to the DRC will need to contact the SCC Campus Equity Officer, Julia Jolly, Associate Vice President of Instruction, in Rodda Hall North, Room 257, at (916) 558-2386 for referral to appropriate services.

## Early Assistance

Students who experience academic difficulty are contacted by the Early Assistance Program. Early Assistance is designed to provide students with extra assistance in their courses in order to succeed. Students who are experiencing difficulty in their classes are contacted and assisted early in the semester. Assistance may include workshops on classroom success, information on campus services, an appointment with a counselor, study skills assistance, or tutoring in a specific subject area. All students are welcome to participate.

## Extended Opportunity Program and Services

Extended Opportunity Program and Services (EOPS) is a student support program for educationally and economically disadvantaged students, funded by the State of California and the Los Rios Community College District. It is designed to provide opportunities in higher education for students with academic potential who, historically, would have not attended college.

EOPS provides "above and beyond" services and resources that include but are not limited to counseling, priority registration, financial aid processing, academic monitoring, case management, tutoring support, and book assistance.

Within EOPS is the Cooperative Agencies Resources for Education (CARE) Program. It is designed to assist single head of household EOPS students who are also receiving Temporary Assistance for Needy Families (TANF). CARE students receive additional resources "above and beyond" what is offered to EOPS students to assist them with accomplishing their educational goals.

There is one application period for the year, which is during the month of April, for entrance in the incoming fall semester.

For further information, please go to the EOPS Office located in Rodda Hall North, Room 155, call (916) 558-2403, or contact us at [sceop-sinfo@scc.losrios.edu](mailto:sceop-sinfo@scc.losrios.edu).

## Financial Aid

See [www.scc.losrios.edu/financial-aid](http://www.scc.losrios.edu/financial-aid)

Sacramento City College participates in a number of programs to assist students who need financial support in order to pursue their college education. To be considered for financial aid, all students must satisfy the following requirements:

- Apply for admission
- Declare an eligible educational goal

- Demonstrate an ability to benefit (if you have not earned a high school diploma, GED, or equivalent)
- Enroll in classes
- Submit official transcripts to Admissions from colleges attended outside of the Los Rios Community College District
- Meet satisfactory academic progress
- Apply using the Free Application for Federal Student Aid (FAFSA), available online at [www.fafsa.gov](http://www.fafsa.gov).

FAFSA applications for each new academic year are available online at [www.fafsa.gov](http://www.fafsa.gov) on January 1. The priority deadline for completing the FAFSA is March 2, and applications are accepted throughout the academic year. Please note that deadlines for the various programs vary considerably. Generally, funding is provided as long as funds are available, and some programs have limited funding, so apply early!

Most financial aid programs are need-based and require that a student show financial need in order to qualify. Financial need and eligibility is determined using a standard formula that subtracts your Expected Family Contribution (EFC) from your Cost of Attendance (COA). The Cost of Attendance to attend Sacramento City College is available on our website at [www.scc.losrios.edu/financial-aid](http://www.scc.losrios.edu/financial-aid).

### Financial Aid Programs

The following financial aid programs are offered at Sacramento City College:

#### Grants

Board of Governors Fee Waiver (BOGW)  
Federal Pell Grant Federal Supplemental Educational Opportunity Grant (SEOG)  
Academic Competitiveness Grant (ACG)  
California Chafee Grant Cal Grant B Cal Grant C

#### Scholarships

Sacramento City College offers more than 200 scholarships established by SCC staff members, emeriti members, and alumni of Sacramento City College. In addition, many community businesses and individuals participate in the scholarship fund in order to support excellence for community college education, and many times, to memorialize a loved one. Scholarship criteria may include, but not be limited to, financial need. Academic improvement, community service, and leadership skills are highly considered. Applications are available in January each year. To qualify for most scholarships, applicants must have completed a minimum of 12 units at SCC by the end of the fall semester and be enrolled in six or more units at SCC during the spring semester. Some scholarships require additional units, and many scholarships have criteria set by the individual donor. Students are encouraged to check the SCC Foundation Scholarship website ([http://www.scc.losrios.edu/About\\_SCC/foundation.htm](http://www.scc.losrios.edu/About_SCC/foundation.htm)) for applications, deadline, and to search for scholarships. Requests for further information may be directed to the office of College Advancement, Rodda Hall North 222, or call (916) 558-2197.

Throughout the year the Financial Aid Office receives announcements about scholarships offered by outside agencies. The amounts, qualifications, and deadlines vary with each scholarship. Please visit the financial aid website for additional information about outside scholarships, [www.scc.losrios.edu/financial-aid](http://www.scc.losrios.edu/financial-aid).

#### Part-Time Jobs

Federal Work Study (FWS)

#### Student Loans

Federal Direct Loans (Subsidized and Unsubsidized)

To learn more about these financial aid programs, eligibility requirements, processes, and timelines, please visit us online at <http://www.scc.losrios.edu/financial-aid> or in person at Rodda Hall North, Room RHN-167 or at the Registration/Financial Aid Lab located in B153.

### Health Services

Health Services is located in the Counseling Center in Rodda Hall North. The mission of Health Services is to cultivate the mind, body, and spirit of the college community. Health Services is staffed with a health clerk and two registered nurses. Services include health assessment and counseling, TB testing, blood pressure screening, first aid/emergency care, substance abuse counseling, nutrition consultation, and reproductive health services. Community referrals are available to students regarding medical, dental, and vision services. All services are confidential and limited over-the-counter medications are available.

Students are not covered by the district or the college for health insurance; however, information and assistance in finding student health insurance is available.

### International Student Center

SCC highly values the rich cultural diversity that is created by the presence of international students (F-1) on our campus, and we look forward to the opportunity to provide them with support services. International students are defined as any citizens of a country other than the United States who have or will need "school authorization, under federal laws, to enroll as non-immigrant students."

All applicants must first apply to SCC following international student procedures. Approved students are required to report to the International Student Center within 10 days of arrival to the U.S. or before the first day of instruction. New, transfer in, and continuing re-entry students must bring their most recent original entry documents, all I-20s, I-94s, passport with American Consulate page and current copies of all college transcripts translated into English.

Students are advised to:

- Complete the SCC International Admission Packet, which may be downloaded at <http://web.scc.losrios.edu/international>
- Maintain full-time status and complete a minimum of 12 units or more each semester (Important: Withdrawals or Ws do not count as part of the 12 units)
- Notify the Center of address changes within 10 days of moving
- Notify SCC International Student Center and Admissions and Records of major changes and request new updated SCC SEVIS I-20 Form
- Maintain proof of Student Health and Medical Insurance coverage at SCC Health Office
- Have originals of college transcripts (translated into English) sent from all institutions attended to Sacramento City College and Admissions and Records
- Meet regularly with instructors and international counselors whenever any academic difficulties or tutoring needs arise

The International Coordinator-Counselor and staff are available to assist students with review of admission requirements, specialized orientation, and provide valuable resources regarding student immigration status, federal regulations [www.ice.gov/sevis](http://www.ice.gov/sevis), and educational responsibilities. Successful students see counselors often for career, personal, and educational advising to complete an "Educational Planner," and to address questions and concerns regarding their status.

The International Student Center is located in the Counseling Center in Rodda Hall North Room 118. To schedule an appointment, please call (916) 558-2486.



## Job Services

Student employment services are coordinated through the Career Center located in the Counseling Center, Rodda Hall North 147. Job Services includes assistance with student jobs on campus, Federal Work Study positions, and job listings for off-campus employment. Students can receive assistance with résumés, cover letters, interview skills, and job search strategies individually or through workshops. Recruiters are on campus throughout the year to give job/career information.

Job announcements and descriptions are posted on a job board on the first floor of Rodda Hall North, outside the Counseling Center, and are available for viewing in the Career Center. Job listings can also be accessed through the Los Rios Internship and Career Services (LINCS) to HIRE EDUCATION website service, at [www.myinterfase.com/scc\\_losrios/student](http://www.myinterfase.com/scc_losrios/student). This website allows employers to post their jobs and review student résumés. Students and alumni can register for free and search the job database for the position that meets their needs.

Services are available to all students as well as future students. For general information, call (916) 558-2565 or (916) 558-2676.

## Learning Communities (Interdisciplinary Studies)

A Learning Community is two or more courses linked together by one or more of the following: a common theme, shared students, shared content, and/or a team of instructors. This is sometimes called interdisciplinary learning or integrated classes. Students like Learning Communities because they can be a part of a group that learns together. They interact more with their fellow students and the faculty, and they learn to understand how subject matter interrelates. The number of Learning Communities at SCC varies from semester to semester, so look for the Interdisciplinary Studies page in the Schedule of Classes.

## Orientation – On Campus

General information and enrollment sessions for all new students are held on campus prior to the start of classes each semester. All first-time students should participate in these sessions that include information on SCC programs, course selection, enrollment procedures, and information essential to college success. Students are encouraged to visit the Sacramento City College Orientation webpage to schedule an in person session. For additional information about Orientation, please call (916) 558-2145.

## Orientation - Online

New students unable to take advantage of SCC's traditional orientation sessions may participate in an online orientation. Students are then encouraged to take their assessments and attend a New Students Counseling Workshop. For additional information about Orientation, please call (916) 558-2145.

## Outreach Program

The Matriculation, Support Services, and Student Development Division is responsible for outreach and recruitment services targeting area high schools, community agencies, and organizations.

Outreach and recruitment staff inform students, parents, and the community about instructional programs, student support services, admission and enrollment processes, and the campus and student life environment at Sacramento City College.

For more information regarding high school or community outreach, please call (916) 558-2200.

## Summer Success Academy

The Summer Success Academy is a Sacramento City College sponsored high school to college transition program for first-time college students. Students that participate in the academy will attend classes necessary to be successful in college. For more information please call the Matriculation, Support Services and Student Development Office at (916) 650-2914 or drop by South Gym 226.

## Tours of the Campus

The Information and Orientation Office also coordinates campus tours. Tours may be scheduled for individuals or for large groups. Contact the Information and Orientation Office by calling (916) 558-2145 for additional information. Tour requests may be made online at [www.scc.losrios.edu](http://www.scc.losrios.edu) on the "Tours" page.

## Transfer Center

The Transfer Center assists students in transferring to four-year colleges and universities. The Center maintains current college and university catalogs, admissions and major course requirements, applications, and resource materials. In addition to its many transfer activities, the Transfer Center coordinates the annual Transfer Day in the Fall and Transfer Night in the Spring, university representative appointments and workshops, the Transfer Admission Agreement Program, and the transfer class, HCD 318, Transfer: Making It Happen.

Appointments to meet with college representatives and attend application information workshops can be made in the Transfer Center. Representatives from California State University, Sacramento and University of California, Davis are available to meet with students in the Transfer Center on a weekly basis. In addition, university representatives from other four-year institutions are available each semester.

The Transfer Center is located in the Counseling Center, Rodda Hall North 147. The Center may be reached by calling (916) 558-2181 or drop by the office.

To help plan for transfer, please make an appointment to meet with an SCC counselor.

## Veterans Affairs

The Veterans Affairs Office is located in Rodda Hall North 159 and is available to assist veterans, spouses, and children of disabled or deceased veterans who may be eligible for federal and/or state educational benefits.

New students should contact this office at least two months prior to the start of the semester to initiate the required paperwork.

In most cases, all enrollment fees, books and miscellaneous fees are paid by the student and not the VA. If you believe VA will be paying your enrollment fees, please verify with the Veterans Affairs Office before enrolling in courses. The benefit process may take several months to complete for new benefit recipients. The benefit process for continuing students can take 4 to 6 weeks in most cases. Benefit recipients should anticipate a delay of at least two months before receiving the first payment. For more information on VA benefits, go to [www.gibill.va.gov](http://www.gibill.va.gov).

Disabled veterans who qualify for educational benefits as disabled veterans should contact their VA Rehabilitation Counselor prior to enrolling.

The Veterans Resource Center offers Veteran students academic counseling, computer and printer use, a place to study, meet other Veterans, and get information about benefits. It is located in SG 103, please check with the Veterans Office in RHN 159 for hours.

For more information, please visit the college website at [www.scc.losrios.edu](http://www.scc.losrios.edu).

## WorkAbility III

The WorkAbility III program provides students with disabilities with employment services. To qualify for WorkAbility services, a student must be a current consumer of the California Department of Rehabilitation, and have a physical, mental, emotional, communication or learning disability. Services include career counseling, career development classes, résumé and interview practice, and job placement assistance.

To get more information about WorkAbility, or to schedule an appointment, call us at (916) 558-2590 or check our website at: <http://wserver.scc.losrios.edu/~workability3>.

## Learning Resource Center

Learning Resource Center (LRC) is a resource for student learning and intellectual exploration. It is a place where students can find space for quiet study, as well as group work and collaboration, and room to plan, sort, organize and work on projects and reports.

The LRC houses the Library, Instructional Media Center, Learning Skills and Tutoring and Distance Education, as well as services for faculty and staff such as Instructional Development and Media Production and Services. The LRC provides extensive collections of books, periodicals, videos, DVDs, films, microforms, software, and electronic databases to support the educational needs of SCC students and classroom instruction. The library catalog and some electronic resources are also available from off-campus via the Web. Library instruction in the research process is offered via individualized assistance. The Library also offers a Library and Information Technology certificate program that prepares students to work in libraries as paraprofessionals.

In addition, the LRC provides access to electronic classrooms, open access computer labs, American Disability Act computer stations, and laptop computer ports throughout the building.

The Learning Skills and Tutoring program focuses on individual learning needs of students and supports them in becoming effective and successful learners. Students can also take advantage of alternative instructional delivery systems including computer-assisted instruction and distance education.

Librarians, faculty coordinators, paraprofessionals and support staff assist students at every stage of the study and research processes, helping them build the academic skills they need to succeed at SCC as well as lifelong learning and information competency skills.

### Distance Education Program

Courses offered via distance education are designed to fit busy schedules and advance academic goals with a challenging educational experience. Distance Education courses offer learning opportunities outside of the physical classroom by integrating internet and telecommunications technologies into the learning process, bridging the physical and time separation between the instructor and students.

Sacramento City College is committed to giving our DE students the same individual support, academic standards, and experienced faculty found in our classrooms, along with the freedom to choose the learning modality: Online, On-Campus/Online Hybrid, Interactive Television/ Web-Stream, and Televised (pre-recorded, including video rental option). Learning outcomes of Distance Education courses are equivalent to those established for traditional on-campus courses.

All courses offered, regardless of learning modality or scheduling option, meet the requirements and standards established by the college and result in the award of full college credit. All of our DE courses are approved by the Sacramento City College Curriculum Committee to ensure a learning experience and level of academic rigor equivalent to our traditional on-campus courses.

DE courses are offered in both synchronous (real-time) and asynchronous (instructor and students are not necessarily working at the same time) modes, depending on the learning modality and course offering. Distance Education courses are offered in the following learning modalities:

#### On-Campus/Online Hybrid

Hybrid courses combine on-campus meetings with online course activities. On-Campus/Online Hybrid courses are great for students who are not sure they are ready for a fully online course or who prefer to mix online with on-campus meetings. Time spent in on-campus classroom sessions is reduced (amount varies by course) and online coursework is assigned, such as lectures, research, discussion, and other assessments. The online portion of the course is completed us-

ing a web-based learning management system that allows students to access course lectures and materials, post assignments, and interact with the instructor and other students. Access to coursework is limited to enrolled students with a valid student ID and student password.

#### Online Courses

Classes are offered via the Internet using the Los Rios e-Learning system (Desire2Learn). Some courses require exams to be taken on campus; more information about on-campus orientation and testing requirements for a specific course can be found in the Schedule of Classes. Instructors use a variety of teaching approaches and assignments online, just as they do in traditional on-campus classes. Online coursework is completed using a Web-based learning management system that allows students to access course lectures and materials, post assignments, and interact with the instructor and other students. Access to coursework is limited to enrolled students with a valid student ID and student password.

#### Interactive Television (ITV) / Web-Stream

Classes are broadcast live from the Sacramento City College ITV classroom. This option allows students to attend the class on campus, watch the class from home through cable television, or view the course online via streaming video. Enrolled students can participate from off campus by calling the ITV classroom and interacting directly with the instructor and other students. Orientation and exam sessions may be held on campus (varies by course). Following the live course broadcasts, ITV courses are archived to the Web to enable students to review the recorded class sessions. Students may also review ITV courses by DVD for free at the Instructional Media counter in the Learning Resource Center. Instructors may require students enrolled in ITV courses to participate in supplemental online activities using the Los Rios e-Learning (Desire2Learn) system.

#### Televised / Video Rental

Pre-recorded educational programs are combined with a limited number of on-campus meetings. Students are provided with access to a series of instructional video programs, with specific titles required to be viewed on a weekly basis. These programs are broadcast over local cable television, may be viewed in the Learning Resource Center, and are also available for rental on DVD. Televised / Video Rental courses require attendance at a limited number of on-campus meetings throughout the semester for orientation, concept reviews, and testing purposes. Please see the Schedule of Classes for specific information regarding course meetings. Students enrolled in Televised / Video Rental courses may also be required to participate in supplemental online activities using the Los Rios e-Learning (Desire2Learn) system.

**Instructor/Student Contact**

In DE courses, ensuring regular effective instructor/student contact guarantees that the student receives the benefit of the instructor's presence in the learning environment both as a provider of instructional information and as a facilitator of student learning. Faculty teaching Distance Education courses at Sacramento City College maintain regular effective contact with students using a combination of these methods:

- Individual email from instructor
- Email listserv or group distribution lists
- Threaded discussion boards
- Blog or FAQ postings
- Instant messaging
- Online chatroom
- Telephone call to/from instructor
- Videoconferencing
- Onsite orientation sessions
- Onsite group meetings
- Onsite tests or assessments
- Onsite review sessions
- Other (as approved by the SCC Curriculum Committee)

**Student Readiness for DE Courses**

Distance Education courses can be challenging. There are many factors prospective students should consider before enrolling in a DE course, such as familiarity and level of comfort using technology, access to technology resources, ability to work independently, and level of self-motivation. Students who are considering enrollment in a Web-based course are advised to take the self-assessment provided on our website at [http://web.scc.losrios.edu/de/for\\_me](http://web.scc.losrios.edu/de/for_me). Students with questions are encouraged to contact their academic counselor for assistance in determining readiness for DE courses.

For complete information on the Distance Education Program including the technology requirements, visit the DE website at <http://saccityonline.org/de/about-de/minimum-technology-requirements> or contact the Distance Education Office at (916) 558-2146.

**Illegal Distribution of Copyrighted Materials**

Sacramento City College students are prohibited from using the Los Rios Community College District (LRCCD) information network to illegally download or share music, video and all other copyrighted intellectual property. The colleges of the LRCCD, including this one, support the Higher Education Opportunity Act and Digital Millennium Copyright Act, which aims to eliminate the illegal distribution of copyrighted material. Under the law, college administrators may be obligated to provide copyright holders with information about users of the LRCCD information network who have violated the law.

Be aware that illegal forms of downloading and file sharing as well as the unauthorized distribution of copyrighted materials are violations of the law and may subject you to academic sanctions from the college as well as criminal and civil penalties, including a lawsuit against you by the Recording Industry Association of America (RIAA). Learn more at [www.campusdownloading.com](http://www.campusdownloading.com). In addition to being illegal, file sharing drains the LRCCD network's bandwidth slows computer connections for students and employees who are using the network for legitimate academic purposes and ultimately costs the college money. LRCCD and its colleges have developed policies and consequences to ensure that students properly use the information LRCCD network and respect music and other forms of intellectual property as well as conduct reflecting responsible use of the Internet. Review these policies at [www.losrios.edu/legal/Policies/P-8000/P-8000.htm](http://www.losrios.edu/legal/Policies/P-8000/P-8000.htm) and especially

[www.losrios.edu/legal/Policies/P-8000/P-8861.htm](http://www.losrios.edu/legal/Policies/P-8000/P-8861.htm). There are plenty of easy, affordable ways to get music online legally. To protect their intellectual property, companies have licensed hundreds of digital partners that offer a range of legal downloading options, including download and subscription services, legitimate peer-to-peer services, video-on-demand, podcasts, and CD kiosks. For a list of sources that offer legal downloading sites, access [www.riaa.com](http://www.riaa.com).

**Instructional Media Center**

The Instructional Media Center, located on the first floor of the Learning Resource Center, houses the library's non-print collection. Video/DVDs, audio/visual equipment, and course-specific software are available for circulation and/or in-house use. Media materials placed on Reserve by faculty are also available. The Instructional Media Center provides a number of viewing stations as well as group viewing rooms. Dedicated computers provide access to LOIS, the online catalog that identifies material at SCC and other Los Rios Community College District libraries. Through the interlibrary loan service, students may borrow titles from other Los Rios libraries and have them delivered to SCC. A computer lab equipped with PCs loaded with basic application software (word processing, spreadsheet, desktop publishing, etc.) and Internet access is located in this area.

**Learning Skills and Tutoring Program**

The Learning Skills and Tutoring Program provides learning opportunities and skills assistance to students who would like to be effective, successful learners. In the Learning Skills and Tutoring Center, located on the first floor of the Learning Resource Center, students will find peer tutoring; online resources; Beacon PAL collaborative learning groups; multimedia instructional materials; and various learning assistance and study skills guides. These resources and services are available days, evenings and Saturdays. The program also recruits, hires and trains tutors who work in the Center and throughout the campus at various specialized tutoring labs (Athletic Study Skills, Business Division Computer, Communication Training, Math, Writing, Advanced Technology and Design, and various occupational labs).

In addition, the Learning Skills and Tutoring Coordinators offer several courses. Individualized instruction designed to help students acquire, improve or refresh basic reading, writing, or arithmetic skills is offered as LTAT 92, Prerequisite Skills Assistance. The course content is tailored to the individual student's needs and abilities. All enrolled students consult with the Learning Skills and Tutoring Coordinators to determine the curriculum to be mastered. Instruction is offered via computer-assisted modules in the Learning Skills Center. Students may earn .5-4 units in this course.

All students can benefit from LTAT 300, Academic Skills. The course is available online. Students have an opportunity to assess their learning needs in order to develop and improve study techniques for textbook reading, note taking and test taking. In addition, students will learn how to apply time management, concentration, memory improvement and listening strategies. This is an excellent course for anyone interested in establishing a strong academic skills foundation or in brushing up on his or her study skills.

The availability of peer tutoring is an important piece in SCC's effort to support student success. SCC knows that good training shapes good tutors. We have two tutor training courses, LTAT 310, Introduction to Individual Peer Tutoring, and LTAT 311, Introduction to Group Peer Tutoring; both are one-unit courses. For more information, drop by the Learning Skills and Tutoring center.

Students are invited to explore the Center and its resources and to discuss their individual learning needs or concerns with the Learning Skills and Tutoring coordinators. More information can also be found at the program website: <http://web.scc.losrios.edu/tutoring>.

### **Learning Resources Computer Labs**

The Learning Resources Division provides students access to two computer labs for academic purposes. The labs, located in the Learning Resource Center (LRC 144) and the Business Building (BUS 152), are equipped with PCs loaded with basic applications software (word processing, spreadsheet, desktop publishing, etc.) and Internet access. In some cases, certain course-specific software is also available. Instructional assistance is available in both labs. In addition to the two academic labs, many divisions and the outreach centers have subject specific labs where computers with instructional software and instructional assistance are available. A listing of computer lab hours and locations is located online at [http://www.scc.losrios.edu/current\\_students/student\\_services/computer\\_labs.htm](http://www.scc.losrios.edu/current_students/student_services/computer_labs.htm).

### **Library Services**

The SCC Library, located in the Learning Resource Center on the second and third floors, is one of the largest and most comprehensive community college libraries in California. The second floor contains reference services and the reference book collection, circulation services and the reserve book collection, research computers, the print periodical collection, and group study rooms. The third floor houses the Library's circulating book collection of over 70,000 volumes as well as an expansive quiet study environment that is flooded with natural light.

Librarians are available to guide students through the research process at their own pace and according to their own needs whenever the library is open. Students are also encouraged to sign up for non-credit orientations to library services and resources. These orientations are designed to make course work more productive and rewarding. The Library also offers a variety of credit courses that teach library research skills and the use of the Internet for research. Selected credit courses are available also online. Library courses are listed in the SCC course catalog and the Schedule of Classes in the Library and Library and Information Technology sections.

Library resources include the LOIS online catalog, which identifies books, periodicals, and non-print materials available at SCC and in the other Los Rios Community College District libraries. In addition to the print book and periodical collections, the Library provides online access to the full text of thousands of magazines, journals, and newspapers, as well as to full-text literary criticism, biography, business information, statistics, international affairs, and current events through databases and information resources tools. These electronic resources are available to the SCC community on the Web from any off-campus location simply by visiting the Library's website at [www.scc.losrios.edu/~library](http://www.scc.losrios.edu/~library).

Librarians also help students identify reliable websites and information in order to expand their research to the Internet. Through the Library's interlibrary loan service, staff and students can borrow books and articles from libraries throughout the district and region and have them delivered to SCC.

The Library is equipped with fee-based photocopiers and laser printers, a color printer, scanners, microform reader-printers, and 36 computer stations with one accessibility software.

### **Writing Center**

The mission of the Writing Center is to help students become more effective, confident, and independent writers by providing assistance with writing for all SCC courses. The center offers individual writing tutoring sessions and workshops to help students with all stages of the writing process. Tutors can help students with understanding a writing assignment, getting started, developing a thesis, organizing, revising, understanding grammar, and learning strategies for editing. Peer writing tutors who work at the Writing Center take a one-unit course, LTAT 312, in which they learn methods and strategies for tutoring writing.

## Safety on Campus

Safety and security are given the highest priorities at Sacramento City College (SCC). Although the Los Rios Police Department (LRPD) has a major role in promoting a safe learning environment, safety and security is everyone's responsibility. SCC takes a proactive approach to safety that promotes awareness and prevention and students, staff, and faculty form a strong partnership to reduce the opportunity for criminal/anti-social activities.

The Los Rios Police Department patrols the campus 24 hours a day, seven days a week. Los Rios police officers are P.O.S.T. certified and are sworn peace officers as defined by section 830.32 of the California Penal Code and under California Education Code 72330. Officers have the authority to make arrests for violations and the authority to conduct investigations. In addition, officers enforce traffic and parking regulations, detect and report safety/fire hazards, and promote crime prevention. All police officers are first aid and CPR certified.

### Police Contact Information

The Police Department Office is located on Panther Parkway, and the office hours are from 8:00AM- 5:00PM Monday-Friday; however, the campus is patrolled and the Police Communications Center is staffed 24 hours a day, seven days a week. To report a crime or request assistance, call (916) 558-2221 (or just 2221 if using a campus phone) and there are also numerous emergency phones located throughout the campus.

### Campus Security Act of 1990

The Campus Security Act of 1990 (20 USC 1092 [Clery Act]) requires that all colleges and universities receiving Title IV student aid assistance prepare and distribute an annual report (Clery Report) which sets forth its policies on crime prevention issues and gives statistics on the number of specific crimes which occur on campus and other defined locations and the number of arrests on campus for liquor law and drug abuse violations, and weapons possession. In addition, the act requires colleges and universities to provide timely warnings to the campus community of certain crimes reported to law enforcement, which may represent a continued threat to other students and employees.

Annually, before October 1st, the Clery Report is published for public dissemination. This data is sent electronically to all students, staff, and faculty and is also available on the SCC Web site under the Los Rios Police Department (LRPD) at <http://www.police.losrios.edu/pdf/annualcleryreport.pdf>. Hard copies of the Clery Report may be obtained from the Los Rios Police Department located at the base of the parking structure (main entrance off of Sutterville Road).

### Drug and Alcohol Free Campus

The abuse of illicit drugs and alcohol disrupts classes, compromises our physical and mental health, subjects us to criminal penalties, and impairs our ability to benefit from the learning experience. Therefore, the faculty, staff and administrators of Sacramento City College ask you to support the operation of a drug and alcohol free learning environment by knowing and making others aware of college policies and the substantial health and legal consequences of abuse.

### Health Consequences

Use of controlled substances can lead to memory loss, indifference to academic achievement, impaired judgment, overdose, sudden death, liver disease, psychological disorders, and brain damage. Long-term alcohol abuse can cause ulcers, gastritis, pancreatitis, liver disease, cancer, loss of coordination, heart disease, stroke, emotional distress, sexual dysfunction, and other health problems.

For confidential assistance and referral, call any of the following:

On campus:

Counseling	(916) 558-2204
Health Office	(916) 558-2367

Off campus:

Sacramento Mental Health Center	(916) 732-3637
Sacramento County Health & Human Services	(916) 874-9754
Alcoholics Anonymous	(916) 454-1100
Narcotics Anonymous	(916) 732-2299

### Legal Sanctions

The LRCCD Standards of Student Conduct prohibit the use, sale or possession on campus, or presence on campus under the influence of, any controlled substance.

If you abuse drugs or alcohol on campus, or appear on campus or at a college-sponsored function under the influence of drugs or alcohol, you can be suspended, expelled and/or criminally prosecuted.

### Los Rios Community College District Policy

Los Rios Community College District policy 2443 states that the District "... is committed to maintaining a drug and alcohol free workplace in accordance with the requirements of the U.S. Drug-Free Workplace Act of 1988, and the drug and alcohol free college environment for students and employees in accordance with the requirements of the Drug-Free Schools and Community Act Amendment of 1989."

## Reporting Sexual Assault

### 1.0 Procedure

1.1 It is the objective of the College, in accord with EC67385, that students, faculty, and staff who are victims of sexual assault committed at or upon the grounds of or upon off-campus grounds or facilities maintained by the College shall receive information and referral to treatment. This information shall be provided with sensitivity and in consideration of the personal needs of the victim.

### 2.0 Notification

2.1 Any student, faculty or staff member who is a victim of sexual assault at a College facility as defined above should notify the College Police Department. With the consent of the victim, the College Police Department will notify the Dean of Counseling and Student Success and the Campus Health Office.

### 3.0 Legal Reporting

3.1 Pursuant to legal requirements, the College Police Department will notify the appropriate local law enforcement agency of the reported sexual assault.

3.2 In accord with the Campus Crime Awareness and Security Act of 1990, the College, on an annual basis, shall notify students and employees of statistics concerning specific types of crime, including sexual assault. This notice shall be made through appropriate publications/mailings.

3.3 In case of violent crimes considered to be a threat to other students and employees, the College shall make timely reports, respecting the confidentiality of the victim, to the College community in a manner that will aid in the prevention of similar occurrences.

### 4.0 Campus Services and Resources

4.1 Upon notification of a sexual assault, the Los Rios Police Department (LRPD) will make available to the victim, a description of campus resources and services available to the victim as well as appropriate off-campus services. This listing of resources and services shall be updated each September 1 or more frequently as required.

4.2 The listing of resources and services shall be available through the College Police Department, the Counseling Center, and the Health Office.

4.3 A victim of sexual assault shall be provided with information about the existence of at least the following options: criminal prosecutions, civil prosecutions, the disciplinary process through the college, the availability of mediation, academic assistance alternatives, and mental health counseling.

### 5.0 Case Management

5.1 A victim of sexual assault shall be kept informed by the College President/designee of the status of and disposition of any District/College disciplinary proceedings in connection with the sexual assault.

5.2 The Counseling and Student Success and the Health Office shall, upon request, assist the victim of sexual assault in dealing with academic difficulties that may arise because of the victimization and its impact.

### 6.0 Confidentiality and Requests for Information

6.1 The identity of a victim of sexual assault shall remain confidential unless otherwise prescribed by law. Requests for information regarding the sexual assault from the press, concerned students, and parents will be handled by the College Public Information Office in accord with these regulations, the Family Educational Rights and Privacy Act, applicable California Education and Administrative Code sections, and Los Rios Community College District Policy.

### 7.0 Dissemination of Procedure

7.1 These procedures shall be published in all student, faculty, and staff handbooks and shall be given to any student or employee who is the victim of sexual assault.

## Services

**Personal Safety Escorts:** Officers or student patrols will provide safety escorts to any campus location upon request (i.e. from the main campus to a parking lot).

**Emergency Automotive Assistance:** While not mechanics, LRPD officers are equipped and trained to start cars with dead batteries or unlock non-electric car locks when keys have been left inside the automobile. Proper identification is required.

**Crime Prevention:** The key to crime prevention is awareness gained through education. The LRPD provides crime prevention training upon request. Some events such as Sexual Assault Awareness Workshops are conducted each semester.

Lost and Found is located at the Police Department. Items can be picked up/dropped of during business hours (Mon-Fri/8:00AM-5:00PM)

Emergency Telephones located throughout the campus are linked directly to the Police Communications Center. Use these phones to report crimes in progress, suspicious individuals or circumstances, or for any other serious or emergency situation.

Restraining Orders will be enforced by the Los Rios Police Department. A copy of the order must be on file. Contact the LRPD for specific information.

Parking information is available at the Police Department. Days and hours of permit enforcement are Monday through Thursday 7:00AM to 11:00PM, Friday, 7:00AM-5:00PM whenever classes are in session. Disabled parking, red and green zones, and overnight parking are enforced at all times.

Lock Removal (i.e. padlocks from lockers) can be requested by contacting the Police Communications Center. Proof of ownership/assignment and valid identification is required.

## Student Right-to-Know Disclosure

In compliance with the Student Right-to-Know and Campus Security Act of 1990, completion and transfer rates for students attending Sacramento City College can be found on the California Community College State Chancellor's Office web site at <http://srtk.cccco.edu/index.asp>.

## Visitors to the College

Visitors are welcome to visit the campus at any time during business hours. Parking is available in all student lots. Restrictions are enforced Monday through Friday, and a valid permit must be displayed.

Ordinarily, individuals are not permitted to attend classes unless they are enrolled students. In exceptional circumstances, visitors may be permitted to visit a class, but only with the permission of the instructor conducting the class.

## Transportation & Student Parking

### Bicycle Lockers and Racks

Approximately 500 rack spaces, including 35 bicycle lockers, are available on campus. Bicycle lockers may be rented at the Business Office. Caltrans Bicycle route maps are available at the transportation information display (Rodda Hall North). All students are required to walk, not ride, their bicycles in the quad area.

### Car Pool Spaces on 12th Avenue - City of Sacramento

The City of Sacramento controls permit parking in about 30 spaces along the north side of the college on 12th Avenue. The permits are limited and require application to the city. Additional information may be obtained by calling 808-5354 or visiting their offices at 915 I Street, room 1214, Sacramento, CA.

### Disabled (Handicapped) Parking

Parking for people with disabilities is available throughout the campus. All parking spaces are clearly marked with standard blue color and signage. Parking in these spaces is strictly enforced. A blue handicapped placard or handicapped license plate is required and MUST be visible when occupying a handicapped space on campus. To utilize a handicapped placard to park in a white/student space or yellow/staff space on campus, the applicable student or staff permit must be visible along with the handicapped placard/plate. (LRCCD Regulation 2252 and Ed Code 54100). Temporary disabled permits are available at the College Health Office for those with temporary injuries. Medical verification must be provided.

### Liability

The college and the district are not responsible for any vehicle damaged, stolen, vandalized, or burgled.

### Maintenance Allowance

The Los Rios Community College District will pay a maintenance allowance of \$4.00 per day of scheduled attendance for the period in which the student is enrolled full time. Payment will be issued to the parents or guardians of minor students and directly to adult students and to married minors who reside in California more than sixty (60) miles from the nearest public community college campus. Application for maintenance allowance is filed in the office of Admissions and Records.

### Motorcycles

Motorcycle parking spaces are available in most parking lots in designated spaces. Parking in these spaces requires a motorcycle permit obtained through the Business Office. As with any motor vehicle, the motorcycle must be properly registered with the California DMV to operate on the campus.

### Parking Permits

All parking on campus requires a parking permit. Students may purchase a semester permit at the Business Office for \$30. This is the most cost-effective pass if you attend school two or more days per week. The semester permit may either be placed on the inside of the front windshield, passenger side, lower corner, or hung from the rear view mirror. These are the only acceptable options for the display of a semester pass. Daily permits may be purchased from any of the parking machines located throughout the student parking lots and should be placed visibly on the dash. All permits must be visible in order to be valid. Daily permits that are numerically stamped from other Los Rios Community College District campuses (ARC, CRC, or FLC) are not accepted at SCC. Semester permits from those campuses are accepted. Either a semester permit or an SCC daily permit obtained from a surface lot is required in the parking garage. Daily permits are not available inside the garage. Permit Parking is enforced Monday through Thursday from 7:00 a.m. to 10:00 p.m. and Friday from 7:00 a.m. to 5:00 p.m. All red zones (no parking), green zones (limited time parking), and blue zones (handicapped) are enforced 24 hours a day, 365 days of the year.

### Parking Refunds

The portion of the parking permit containing the decal number must be attached to the refund application. Requests for parking refunds may not be submitted online. The parking fee is 100% refundable up to the 10th day of the semester (fifth day of summer term). There are no refunds after that day. The date the refund application is received in the Business Services Office determines refund eligibility.

Note: At the time of this publication, fees were set at the levels stated here, but are subject to change pending Legislative action. Students will be billed for, and are required to pay, any increase in fees.

### Parking Structure and North Lot

All students are to park in white lined spaces. The majority of student spaces are located in the Parking Structure and North Lot. Students are encouraged to park on campus as the lots are patrolled regularly. Motorcycle parking is also available in designated areas. Hours of operation for the parking garage are Monday through Friday from 6:00 a.m. to 11:30 p.m. and Saturday and Sunday from 7:00 a.m. to 8:00 p.m.

### RT Bus and Light Rail/Student Access Card

Regional Transit has expanded bus and light rail service, making it even easier to take public transportation to Sacramento City College. Students may also park at any of the park-and-ride stations along the line and take light rail directly to the City College station just east of Hughes Stadium. Students approved a Universal Transit Pass fee that allows students to use all public transit bus and light rail systems in Sacramento, Yolo, Folsom, El Dorado, and Elk Grove at a greatly reduced rate. Your Student Access card is your transit pass and it is good seven days a week from August 1 through December 31 and from January 1 through May 31. This is an incredible bargain. To find out how to get your Student Access Card, please go to [www.losrios.edu](http://www.losrios.edu) and click on "Student Access Card." Bus and light rail route information is available on the first floor of Rodda Hall North, 321-BUSS (2877), TDD 483-HEAR (4327), [www.sacr.com](http://www.sacr.com), and [yolobus.com](http://yolobus.com).





# Degrees, Certificates, Courses, and Transfer Majors

## Associate Degree

### Associate in Arts (A.A.)

### Associate in Science (A.S.)

The Associate Degree may be obtained by the completion of all required courses for a major (18 units or more) with grades of "C" or better in each course, fulfill general education requirements, satisfy competencies, and sufficient electives to meet a minimum total of 60 units with a grade point average of 2.0 ("C" average).



Associate Degree  
for Transfer  
*A Degree with a Guarantee.*

### Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T)

To earn an associate transfer degree, students must complete the following requirements:

- (1) Complete a minimum 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 or the Intersegmental General Education Transfer Curriculum (IGETC).
  - (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) Obtain of a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major or area of emphasis.

New majors are under development. Students are advised to see a counselor and the SCC Catalog Addendum located on the SCC web site for additional information.

## Certificate of Achievement

Certificate of Achievement (12 units or more of degree-applicable courses) is offered to students completing program requirements.

Certificates of Achievement are intended to certify that students completing all required courses for a major are prepared to enter the careers designated on their certificates. Certificates of Achievement require 12 units or more with grades of "C" or better in each course. A minimum of 12 units must be completed at Sacramento City College.

## Sacramento City College offers the following:

### Associate Degrees for Transfer (see the specific disciplines below):

Communication Studies  
Mathematics  
Psychology  
Sociology

### Associate Degrees and Certificates of Achievement:

#### Accounting

Degree:

A.S. - Accounting

Certificates of Achievement:

Accounting  
Accounting Clerk/Bookkeeper – Entry Level  
Accounting Clerk/Bookkeeper – Advanced Level

#### Administration of Justice

Degrees:

A.A. - Administration of Justice

A.S. - Correctional Services

A.S. - Police Services

Certificates of Achievement:

Correctional Services  
Police Services

#### Aeronautics

Degrees:

A.S. - Airframe

A.S. - Air Traffic Control

A.S. - Aircraft Dispatcher

A.S. - Combined Airframe and Powerplant

A.S. - Flight Technology

A.S. - Nondestructive Testing

A.S. - Powerplant

Certificates of Achievement:

Airframe  
Air Traffic Control  
Aircraft Dispatcher  
Combined Airframe and Powerplant  
Flight Technology  
Nondestructive Testing  
Powerplant

#### Anthropology

Degree:

A.A. - Anthropology

#### Art

Degree:

A.A. - Art

#### Art History

Degree:

A.A. - Art History

#### Biology

Degree:

A.S. - Biology

Certificate of Achievement:

Field Ecology

**Business**

## Degrees:

- A.A. - Business Administration
- A.S. - Business, General
- A.S. - Bookkeeping and Office Management
- A.S. - Management
- A.S. - Marketing
- A.S. - Marketing, Advertising
- A.S. - Real Estate
- A.S. - Small Business Management
- A.S. - Virtual Office and Management Technologies, Level D

## Certificates of Achievement:

- Bookkeeping and Office Management
- Management
- Marketing
- Office Administration - Computer Keyboarding and Office Applications
- Office Administration - Clerical General Office, Level A
- Office Administration - Introduction to Computerized Office Technologies, Level B
- Office Administration - Business Operations and Management Technology, Level C
- Office Administration - Virtual Office and Management Technologies, Level D
- Real Estate
- Retail Management
- Small Business Management

**Chemistry**

## Degree:

- A.S. - Chemistry

**Communication**

## Degrees:

- A.A. - Communication
- AA-T - Communication Studies

**Community Studies (Emphasis on Direct Services)**

## Degree:

- A.A. - Community Studies (Emphasis on Direct Services)

## Certificate of Achievement:

- Community Studies (Emphasis on Direct Services)

**Computer Information Science**

## Degrees:

- A.S. - Computer Science
- A.S. - Information Processing
- A.S. - Information Systems Security
- A.S. - Management Information Science
- A.S. - Network Administration
- A.S. - Network Design
- A.S. - Web Developer

## Certificates of Achievement:

- Active Server Pages Developer
- Advanced CISCO Networking
- Computer Science
- Information Processing Specialist
- Information Processing Technician
- Information Systems Security
- Management Information Science
- Network Administration
- Network Design
- PC Support
- Programming
- Web Developer
- Webmaster, Level 1
- Webmaster, Level 2
- Word Processing Technician

**Cosmetology**

## Degree:

- A.S. - Cosmetology

## Certificates of Achievement:

- Cosmetology
- Art and Science of Nail Technology

**Dental Assisting**

## Degree:

- A.S. - Dental Assisting

## Certificate of Achievement:

- Dental Assisting

**Dental Hygiene**

## Degree:

- A.S. - Dental Hygiene

**Early Childhood Education**

## Degrees:

- A.A. - Child Development
- A.A. - Early Childhood Education Teacher
- A.A. - Early Childhood Education Administration

## Certificates of Achievement:

- Family Child Care
- Infant Care and Education Teacher
- School-Age Care and Education Teacher

**Electronics Technology**

## Degrees:

- A.S. - Automated Systems Technician
- A.S. - Electronics Facilities Maintenance Technician
- A.S. - Microcomputer Technician
- A.S. - Telecommunications Technician

## Certificates of Achievement:

- Automated Systems Technician
- Electronics Facilities Maintenance Technician
- Electronics Mechanic
- Microcomputer Technician
- Telecommunications Technician

**Engineering**

## Degrees:

- A.S. - Civil
- A.S. - Electrical/Computer
- A.S. - General
- A.S. - Mechanical/Aeronautical

**Engineering Design Technology**

## Degrees:

- A.S. - Architectural/Structural Drafting
- A.S. - Electric (Power-Lighting Systems)
- A.S. - Engineering Design Technology
- A.S. - HVAC Systems Design
- A.S. - Mechanical (HVAC/Plumbing Systems)
- A.S. - Surveying (Geomatics)

## Certificates of Achievement:

- Architectural/Structural Drafting
- Electric (Power-Lighting Systems)
- Engineering Design Technology
- HVAC Systems Design
- Mechanical (HVAC/Plumbing Systems)
- Surveying (Geomatics)

**English**

## Degree:

- A.A. - English

**Ethnic Studies**

## Degrees:

- A.A. - African-American Emphasis
- A.A. - Asian-American Emphasis
- A.A. - Mexican-American Emphasis
- A.A. - Native-American Emphasis

**Family and Consumer Science**

Degree:

A.A. - Family and Consumer Science

**Fashion and Interior Design**

Degrees:

A.A. - Custom Apparel Construction and Alterations

Certificates of Achievement:

Applied Apparel Studies Construction

Custom Apparel Construction and Alterations

Fashion Design and Production

**Fine Arts**

Degree:

A.A. - Fine Arts

**Gerontology**

Degree:

A.S. - Gerontology

Certificate of Achievement:

Gerontology

**Graphic Communication**

Degree:

A.S. - Graphic Communication

Certificates of Achievement:

3D Animation and Modeling

Game Design

Graphic Communication

Interactive Design

Web Design

**History**

Degree:

A.A. - History

**Humanities**

Degree:

A.A. - Humanities

**Instructional Assisting**

Degrees:

A.A. - Instructional Assisting - Bilingual/Bicultural Emphasis

A.A. - Instructional Assisting - General

A.A. - Instructional Assisting - Special Education

Certificates of Achievement:

Instructional Assisting - Bilingual/Bicultural Emphasis

Instructional Assisting - General

Instructional Assisting - Special Education

**Intercultural Studies**

Degree:

A.A. - Intercultural Studies

**International Studies**

Degree:

A.A. - International Studies

**Journalism**

Degree:

A.A. - Journalism

Certificate of Achievement:

Multimedia News Specialist

**Kinesiology (Formerly Physical Education)**

Degrees:

A.A. - Kinesiology - Athletic Training

A.A. - Kinesiology - Exercise Science

**Liberal Arts**

Degrees:

A.A. - Arts and Humanities Emphasis

A.A. - Communication and English Writing Emphasis

A.A. - Math and Science Emphasis

A.A. - Social and Behavioral Sciences Emphasis

A.A. - Understanding and Self Development Emphasis

**Liberal Studies**

Degree:

A.A. - Liberal Studies

**Liberal Studies for Elementary Teachers**

Degree:

A.A. - Liberal Studies for Elementary Teachers

**Library and Information Technology**

Degree:

A.S. - Library and Information Technology

Certificate of Achievement:

Library and Information Technology

**Mathematics**

Degrees:

A.S. - Mathematics

AS-T - Mathematics

**Mechanical-Electrical Technology**

Degrees:

A.S. - Mechanical-Electrical Technology

A.S. - Wastewater Treatment Plant Operation

A.S. - Water Treatment Plant Operation

Certificates of Achievement:

Commercial Building Energy Auditing and Commissioning Specialist

Mechanical-Electrical Technology

Mechanical Systems Technician

Wastewater Treatment Plant Operation

Water Treatment Plant Operation

**Motorcycle Maintenance Technician**

Degree:

A.S. - Motorcycle Maintenance Technician

Certificate of Achievement:

Motorcycle Maintenance Technician

**Music**

Degrees:

A.A. - General

A.A. - Commercial Music, Audio Production Emphasis

A.A. - Commercial Music, Music Business Management Emphasis

A.A. - Commercial Music, Performance Emphasis

A.A. - Commercial Music, Songwriting/Arranging Emphasis

Certificates of Achievement:

Commercial Music, Audio Production Emphasis

Commercial Music, Music Business Management Emphasis

Commercial Music, Performance Emphasis

Commercial Music, Songwriting/Arranging Emphasis

**Nursing**

Degrees:

A.S. - Registered Nursing

A.S. - Vocational Nursing

Certificate of Achievement:

Vocational Nursing

**Nutrition and Foods**

Degree:

A.S. - Nutrition

**Occupational Therapy Assistant**

Degree:

A.S. - Occupational Therapy Assistant

**Photography**

Degree:

A.A. - Photography

Certificates of Achievement:

Commercial and Magazine Photography

Photography

Portrait and Wedding Photography

Stock Photography

Visual Journalism

**Physical Therapist Assistant**

Degree:

A.S. - Physical Therapist Assistant

**Political Science**

Degree:

A.A. - Political Science

**Pre-professional Majors (transfer majors only)****Psychology**

Degrees:

A.A. - Psychology

AA-T - Psychology

**Railroad Operations**

Degree:

A.S. - Railroad Operations

Certificate of Achievement:

Railroad Operations

**Social Sciences**

Degree:

A.A. - Social Sciences

**Sociology**

Degrees:

A.A. - Sociology

AA-T - Sociology

**Theatre Arts and Film**

Degrees:

A.A. - Acting-Directing Emphasis

A.A. - Technical Production Emphasis

A.A. - Film

Certificates of Achievement:

Film Production

Film Studies

**Women's Studies**

Degree:

A.A. - Women's Studies

**Certificates**

Certificates (11.5 units or less) are intended to certify that students completing all required courses for a major are prepared to meet specific occupational needs, upgrade skills, or for advancement in an existing career. Certificates require 11.5 units or less with grades of "C" or better in each course. The certificate requires completion of all courses listed in the Required Program of study at Sacramento City College.

**Business**

Customer Service

**Computer Information Science**

International Computer Driving License

**Areas of Study - Courses Only**

Aeronautics - Bell Helicopter

Aeronautics Bell Helicopter

Flight Technology Bell Helicopter

Allied Health

Astronomy

Community Leadership Development

Economics

English as a Second Language

Experimental Offerings in (Subject)

Foreign Languages

Arabic

Cantonese/Chinese

Farsi

French

German

Greek

Italian

Japanese

Korean

Mandarin/Chinese

Punjabi

Russian

Spanish

Tagalog

Vietnamese

Geography

Geology

Health Education

Honors

Human Career Development

Human Services

Independent Studies

Interdisciplinary Studies

Learning, Tutoring, and Academic Technology

Library

Philosophy

Physics

Recreation

Sign Language Studies

Statistics

Student Government

Topics in (Subject)

Work Experience

## Course Designators

Course designators are used to identify all course offerings in a specific subject/department (i.e., business courses have a “BUS” designator). The following reference list is for your convenience.

ACCT - Accounting  
ADAPT - Adaptive Physical Education (See Kinesiology)  
ADMJ - Administration of Justice  
AERO - Aeronautics  
AEROBH - Aeronautics Bell Helicopter (See Aeronautics)  
AH - Allied Health  
ANTH - Anthropology  
ARABIC - Arabic (See Foreign Languages)  
ART - Art  
ARTH - Art History  
ASTR - Astronomy  
ATCAD - Air Traffic Control and Aircraft Dispatcher (See Aeronautics)  
BIOL - Biology  
BUS - Business  
BUSTEC - Business Technology (See Business)  
CANT - Cantonese/Chinese (See Foreign Languages)  
CHEM - Chemistry  
CISA - Computer Information Science - Applications  
CISC - Computer Information Science - Core  
CISN - Computer Information Science - Network  
CISP - Computer Information Science - Programming  
CISS - Computer Information Science - Security  
CISW - Computer Information Science - Web  
COMDE - Community Leadership Development  
COMM - Communication  
COSM - Cosmetology  
DANCE - Dance (See Kinesiology)  
DAST - Dental Assisting  
DHYG - Dental Hygiene  
ECE - Early Childhood Education  
ECON - Economics  
EDT - Engineering Design Technology  
ENGR - Engineering  
ENGCW - English - Creative Writing  
ENGED - English - Education  
ENGLB - English - Laboratory  
ENGLT - English - Literature  
ENGRD - English - Reading  
ENGWR - English - Writing  
ESL - English as a Second Language  
ESLG - English as a Second Language - Grammar  
ESLL - English as a Second Language - Listening  
ESLP - English as a Second Language - Pronunciation  
ESLR - English as a Second Language - Reading  
ESLW - English as a Second Language - Writing  
ET - Electronics Technology  
FARSI - Farsi (See Foreign Languages)  
FASHN - Fashion (See Fashion and Interior Design)  
FCS - Family and Consumer Science  
FITNS - Fitness (See Kinesiology)  
FLTEC - Flight Technology (see Aeronautics)  
FLTCBH - Flight Technology Bell Helicopter (see Aeronautics)  
FREN - French (See Foreign Languages)  
GCOM - Graphic Communication  
GEOG - Geography  
GEOL - Geology  
GERM - German (See Foreign Languages)  
GERON - Gerontology  
GREEK - Greek (See Foreign Languages)  
HCD - Human Career Development  
HEED - Health Education  
HIST - History  
HUM - Humanities  
HSER - Human Services  
IDES - Interior Design (See Fashion and Interior Design)  
INDIS - Interdisciplinary Studies  
ITAL - Italian (See Foreign Languages)  
JAPAN - Japanese (See Foreign Languages)  
JOUR - Journalism  
KINES - Kinesiology  
KOREAN - Korean (See Foreign Languages)  
LIBR - Library  
LIBT - Library and Information Technology  
LTAT - Learning, Tutoring, and Academic Technology  
MAND - Mandarin/Chinese (See Foreign Languages)  
MATH - Mathematics  
MET - Mechanical-Electrical Technology  
MGMT - Management (See Business)  
MKT - Marketing (See Business)  
MTRCL - Motorcycle Maintenance Technician  
MUFHL - Music Fundamentals/History and Literature (See Music)  
MUIVI - Instrumental/Voice Instruction (See Music)  
MUP - Music Performance (See Music)  
MUSM - Specializations in Music (See Music)  
NURSE - Nursing, Registered  
NUTRI - Nutrition  
OTA - Occupational Therapy Assistant  
PACT - Personal Activity (See Kinesiology)  
PHIL - Philosophy  
PHOTO - Photography  
PHYS - Physics  
POLS - Political Science  
PSYC - Psychology  
PTA - Physical Therapist Assistant  
PNJABI - Punjabi (See Foreign Languages)  
RAILR - Railroad Operations  
RE - Real Estate (See Business)  
RECR - Recreation  
RUSS - Russian (See Foreign Languages)  
SGVT - Student Government  
SILA - Sign Language Studies  
SOC - Sociology  
SOCSC - Social Science  
SPAN - Spanish (See Foreign Languages)  
SPORT - Sports (See Kinesiology)  
STAT - Statistics  
SURVY - Survey (See Engineering Design Technology)  
TA - Theatre Arts  
TGLG - Tagalog (See Foreign Languages)  
TMACT - Team Activities (See Kinesiology)  
VIET - Vietnamese (See Foreign Languages)  
VN - Vocational Nursing  
WEXP - Work Experience and Internships

## Course Identification Numbering System (C-ID)

The C-ID system is a statewide numbering system designed to identify comparable courses and facilitate articulation. Any community college course that bears a C-ID number signifies that it is equivalent in content, rigor, and student learning outcomes. Courses with C-ID numbers can be assured that it will be accepted at other participating community college or university campuses (only the CSU system is participating at this time). For example: C-ID CHEM 110 at this college will be accepted by any other college that has been approved for the same C-ID CHEM 110 number.

Students should consult a counselor for specific information and assistance with evaluating course transferability. In addition, students should always go to [www.assist.org](http://www.assist.org) to confirm how each college's course will be accepted at a particular four-year college/university for transfer credit.

<u>C-ID course</u>	<u>SCC course</u>	<u>C-ID course</u>	<u>SCC course</u>
AJ 120	ADMJ 320	COMM 130	COMM 321
AJ 122	ADMJ 322	COMM 140	COMM 331
AJ 140	ADMJ 330	ECE 220	ECE 415
AJ 160	ADMJ 302	GEOL 101	GEOL 302
AJ 200	ADMJ 340	GEOL 120	GEOL 305
AJ 220	ADMJ 304	GEOL 120L	GEOL 306
ARTS 100	ART 320	GEOL 200	GEOL 345
ARTS 101	ART 370	MATH 230	MATH 402
ARTS 110	ART 300	MATH 250	MATH 410
ARTS 200	ART 304	MATH 900S	MATH 400 & 401
ARTS 220	ART 361	PHYS 110	PHYS 360
ARTS 230	ART 390	PHYS 205	PHYS 410
ARTS 240	ART 372	PHYS 210	PHYS 420
ARTS 260	PHOTO 301	PHYS 215	PHYS 430
ARTS 270	ART 323	PSY 110	PSYC 300
ARTH 110	ARTH 302 & 304 & 306	SOCI 110	SOC 300
CHEM 110	CHEM 400	SOCI 115	SOC 301
CHEM 120	CHEM 401	SOCI 130	SOC 310
COMM 110	COMM 301	SOCI 140	SOC 341
COMM 120	COMM 311		

## Course Numbering System

Sacramento City College has adopted a standardized course numbering system which is described below. The numbers are designed to provide students with general information regarding the focus and intent of courses.

- 1-99 Courses numbered 1 through 99 are credit courses that are considered developmental or basic skills and are not acceptable for the Associate Degree or transfer credit.
- 100-299 Courses numbered 100 through 299 are applicable to the Associate Degree and Certificates, but not accepted as transfer credit.
- 300-499 Courses numbered 300 through 499 are transferable, articulated with four-year institutions, and intended to meet major, general education or elective credit requirements. Courses transferable to the University of California are designated in the description. These courses are also applicable to the Associate Degree, Certificate of Achievement, and Certificates.
- 1000 Courses numbered 1000 are typically used to identify individualized tutoring (i.e., HSER 1000) or preparatory courses to assist students with skills for employment or licensure (i.e., NURSE 1000).

**Degree:**

A.S. - Accounting

**Certificates of Achievement:**

Accounting

Accounting Clerk/Bookkeeper - Entry Level

Accounting Clerk/Bookkeeper - Advanced Level

**Division of Business**

Deborah Saks, Dean

Business Building 213

916-558-2581

**Accounting**

**Associate in Science Degree**

**Program Information**

The Accounting degree focuses on preparation for employment in all sizes and types of business including governmental agencies. The program develops a common foundation in accounting for all students but is flexible enough to meet individual career goals.

**Career Opportunities**

The Accounting degree is designed to provide the knowledge necessary for immediate employment at an entry or intermediate level accounting, bookkeeping, or clerk position with many private sector and government organizations. The degree is also designed to provide a excellent base of knowledge for those who would like to pursue an advanced degree in accounting, business, economics, or law. The accounting courses also meet unit requirements of local area governmental employers' promotional exams in accounting. All the accounting courses in this program can be used to meet unit requirements of the California State Board of Accountancy's Certified Public Accountant's exam.

**Upon completion of this program, the student will be able to:**

- evaluate and perform all steps in the financial accounting cycle for profit-oriented businesses using the guidelines as prescribed by Generally Accepted Accounting Principles.
- analyze financial information, trace costs, prepare budgets, and prepare various reports for management decision making.
- use the microcomputer and common accounting software to record and perform all the steps in the financial accounting cycle.
- integrate the principles of business, business law, economics, and ethics into the accounting functions.
- perform tasks at an advanced level in at least two of the following areas of accounting: financial auditing, cost accounting, payroll accounting, individual taxation, governmental accounting, or governmental auditing.

**Required Program**

ACCT 101 Fundamentals of College Accounting .....	3
ACCT 103 Intermediate Accounting - Part I .....	4
ACCT 104 Intermediate Accounting - Part II .....	4
ACCT 301 Financial Accounting .....	4
ACCT 311 Managerial Accounting .....	4
ACCT 341 Computerized Accounting.....	2
BUS 105 Business Mathematics (3).....	3
or ECON 310 Economic Statistics (3)	
BUS 300 Introduction to Business.....	3
BUSTEC 300.2 Beginning Keyboarding/Applications:	
Basic Document Formatting.....	1
CISC 300 Computer Familiarization .....	1
A minimum of 6 units from the following:.....	6
ACCT 107 Auditing (3)	
ACCT 111 Cost Accounting (3)	
ACCT 121 Payroll Accounting (3)	
ACCT 125 Federal and State Taxation (4)	
ACCT 151 Governmental Auditing (3)	
ACCT 153 Governmental Accounting (3)	
ACCT 343 Computer Spreadsheet Applications for	
Accounting (2)	
A minimum of 9 units from the following:.....	9
BUS 100 English for the Professional (3)	
BUS 340 Business Law (3)	
or BUS 345 Law and Society (3)	
CISA 305 Beginning Word Processing (2)	
CISA 310 Introduction to Electronic Spreadsheets (1)	
ECON 100 Introduction to Economics (3)	
ECON 302 Principles of Macroeconomics (3)	
MGMT 372 Human Relations and Organizational Behavior (3).....	
MGMT 304 Introduction to Management Functions (3)	
<b>Total Units Required</b>	<b>44</b>

**Suggested Electives**

ACCT 299, CISC 320

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Accounting Certificate of Achievement

### Program Information

The Accounting degree focuses on preparation for employment in all sizes and types of business including governmental agencies. The program develops a common foundation in accounting for all students but is flexible enough to meet individual career goals.

### Career Opportunities

The Accounting degree is designed to provide the knowledge necessary for immediate employment at an entry or intermediate level accounting, bookkeeping, or clerk position with many private sector and government organizations. The degree is also designed to provide an excellent base of knowledge for those who would like to pursue an advanced degree in accounting, business, economics, or law. The accounting courses also meet unit requirements of local area governmental employers' promotional exams in accounting. All the accounting courses in this program can be used to meet unit requirements of the California State Board of Accountancy's Certified Public Accountant's exam.

### Upon completion of this program, the student will be able to:

- evaluate and perform all steps in the financial accounting cycle for profit-oriented businesses using the guidelines as prescribed by Generally Accepted Accounting Principles.
- analyze financial information, trace costs, prepare budgets, and prepare various reports for management decision making.
- use the microcomputer and common accounting software to record and perform all the steps in the financial accounting cycle.
- integrate the principles of business, business law, economics, and ethics into the accounting functions.
- perform tasks at an advanced level in at least two of the following areas of accounting: financial auditing, cost accounting, payroll accounting, individual taxation, governmental accounting, or governmental auditing.

### Required Program

	Units
ACCT 101 Fundamentals of College Accounting .....	3
ACCT 103 Intermediate Accounting - Part I .....	4
ACCT 104 Intermediate Accounting - Part II .....	4
ACCT 301 Financial Accounting .....	4
ACCT 311 Managerial Accounting .....	4
ACCT 341 Computerized Accounting.....	2

A minimum of 6 units from the following:..... 6

ACCT 107 Auditing (3)	
ACCT 111 Cost Accounting (3)	
ACCT 121 Payroll Accounting (3)	
ACCT 125 Federal and State Taxation (4)	
ACCT 151 Governmental Auditing (3)	
ACCT 153 Governmental Accounting (3)	
ACCT 343 Computer Spreadsheet Applications for Accounting (2)	

**Total Units Required** **27**

### Certificate of Achievement

The Certificate of Achievement in Accounting may be obtained by completion of the required program with grades of "C" or better.

## Accounting Clerk / Bookkeeper - Entry Level Certificate of Achievement

### Program Information

Completion of the requirements for this Certificate will provide the skills necessary for an entry-level accounting clerk or bookkeeping job. It will also provide adequate awareness of where and how the account clerk's or bookkeeper's job fits within an organization's goals and objectives.

### Career Opportunities

Career opportunities would include entry level accounting clerk or bookkeeper in any type of business (profit or non-profit, private or government). This would include jobs entitled such as the following: account payable clerk, accounts receivable clerk, office clerk, data entry clerk, financial assistant, payroll assistant, assistant bookkeeper, bookkeeper, and office assistant.

### Upon completion of this program, the student will be able to:

- explain the basic operations and goals of profit-oriented businesses.
- explain the underlying assumptions and principles used in accrual basis accounting.
- solve basic mathematical problems.
- record basic accounting transactions in a manual or computerized accounting system.
- operate word processing and spreadsheet software under the Windows platform.

### Required Program

	Units
ACCT 101 Fundamentals of College Accounting .....	3
ACCT 301 Financial Accounting .....	4
ACCT 341 Accounting on the Microcomputer .....	2
BUS 300 Introduction to Business.....	3
CISC 300 Computer Familiarization .....	1
CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
BUS 105 Business Mathematics .....	3

### Total Units Required

**19**

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

## Accounting Clerk / Bookkeeper - Advanced Level

### Certificate of Achievement

### Program Information

Completion of the requirements for this certificate will provide the skills necessary for an entry-level or higher level accounting clerk or bookkeeping job. It will also provide adequate awareness of where and how the accounts clerk's or bookkeeper's job fits within the organization's goals and objectives. It will also provide the opportunity for more rapid advancement within the accounting department than the Accounting Clerk/Bookkeeper - Entry Level Certificate.

### Career Opportunities

Career opportunities would include entry level and higher level accounting clerk or bookkeeper in any type of business (profit or non-profit, private or government) with opportunity for quicker advancement and responsibility than that of the Accounting Clerk/Bookkeeper - Entry Level Certificate. This would include jobs entitled such as the following: account payable clerk, accounts receivable clerk, office clerk, data entry clerk, financial assistant, payroll assistant, assistant bookkeeper, bookkeeper, and office assistant.



**Upon completion of this program, the student will be able to:**

- explain the basic operations and goals of profit-oriented businesses.
- explain the underlying assumptions and principles used in accrual basis accounting.
- solve basic mathematical problems.
- record basic accounting transactions in a manual or computerized accounting system including preparation of monthly, quarterly or yearly adjusting entries.
- operate word processing and spreadsheet software under the Windows platform including preparing extensive and complicated reports using spreadsheet software.
- prepare a greater variety and more extensive accounting reports for management than a person who has completed the Accounting Clerk/Bookkeeper - Entry Level Certificate.

<b>Required Program</b>	<b>Units</b>
ACCT 101 Fundamentals of College Accounting .....	3
ACCT 103 Intermediate Accounting - Part I .....	4
ACCT 301 Financial Accounting .....	4
ACCT 311 Managerial Accounting .....	4
ACCT 341 Computerized Accounting .....	2
BUS 105 Business Mathematics .....	3
BUS 300 Introduction to Business .....	3
BUS 310 Business Communications .....	3
CISC 300 Computer Familiarization .....	1
CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISA 311 Intermediate Electronic Spreadsheets .....	1
<b>Total Units Required</b>	<b>31</b>

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

## Accounting (ACCT)

### **ACCT 101 Fundamentals of College Accounting 3 Units**

*Prerequisite: None.*  
*Hours: 54 hours LEC*

This course is the study of accounting practices, procedures and techniques as an information gathering system for paraprofessionals. Emphasis is on the techniques used to calculate, record, summarize and present financial data. Major topics include journals, ledgers, working papers, adjustments, financial statements, payroll, inventories and long-lived assets. This class would be valuable to owners of small businesses. This course is required for the Accounting certificate and non-transfer Accounting majors and an excellent preparation course for ACCT 301 and ACCT 103.

### **ACCT 103 Intermediate Accounting - Part I 4 Units**

*Prerequisite: ACCT 301 with a grade of "C" or better*  
*Hours: 72 hours LEC*

This course is a continuing study of accounting theory introduced in ACCT 301 as related to cash and cash flows, receivables, inventories, plant and equipment, and current liabilities.

### **ACCT 104 Intermediate Accounting - Part II 4 Units**

*Prerequisite: ACCT 103 with a grade of "C" or better*  
*Hours: 72 hours LEC*

This course is a continuing study of financial accounting theory with special emphasis on intangible assets, stock, long-term liabilities, capital, retained earnings and dividends, income tax, and analysis of financial statements.

### **ACCT 107 Auditing 3 Units**

*Prerequisite: ACCT 103 with a grade of "C" or better*  
*Hours: 54 hours LEC*

This course covers procedures and practices used in the verification of accounting records and financial statements. External auditing functions will be emphasized.

### **ACCT 111 Cost Accounting 3 Units**

*Prerequisite: ACCT 311 with a grade of "C" or better*  
*Hours: 54 hours LEC*

This course is an introduction to cost accounting methods, including job order, process, and standard costs systems with special attention to managerial uses of cost accounting. This course is not intended for transfer

### **ACCT 121 Payroll Accounting 3 Units**

*Prerequisite: None.*  
*Advisory: ACCT 101 or ACCT 301 with a grade of C or better.*  
*Hours: 54 hours LEC*

This is a study of payroll records, procedures, and regulations. The course will include a study of the various California and Federal laws pertaining to the computation of earnings and withholdings. Payroll tax payment requirements and preparation of the employer's California and Federal payroll tax reports will be included. A comprehensive simulation project will be completed as part of the course. Use of a computer and payroll software will be required.

### **ACCT 125 Federal and State Taxation 4 Units**

*Prerequisite: None.*  
*Hours: 72 hours LEC*

This course covers federal and California tax regulations pertaining to individual returns. Topics include filing of returns, income and adjustments, itemized deductions, gains and losses, tax credits, and differences between federal and state tax laws. This course is California Tax Education Council (CTEC) compliant.

### **ACCT 151 Governmental Auditing 3 Units**

*Prerequisite: ACCT 103 with a grade of "C" or better*  
*Hours: 54 hours LEC*

This course provides an introduction to the auditing of governmental programs and activities. Emphasis is on the auditing requirements, standards, procedures, and practices used in the verification of governmental accounting records and financial statements. The internal auditing function will be emphasized.

### **ACCT 153 Governmental Accounting 3 Units**

*Prerequisite: ACCT 301 with a grade of "C" or better*  
*Hours: 54 hours LEC*

This course covers accounting and financial reporting for governmental units and institutions with emphasis on the principles of fund accounting and the comprehensive annual financial report as prescribed by the Governmental Accounting Standards Board. Additional topics include the accounting aspects of budgeting and budgetary control for governmental entities and accounting for non-profit organizations.

**ACCT 295 Independent Studies in Accounting 1-3 Units**

*Prerequisite: None*  
*Hours: 54 hours LEC*

**ACCT 299 Experimental Offering in Accounting .5-4 Units**

*Prerequisite: None*  
*Hours: 72 hours LEC*  
 See Experimental Offerings.

**ACCT 301 Financial Accounting 4 Units**

*Prerequisite: None.*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC; 18 hours LAB*

This course is a study of accounting as an information system. Emphasis is on the principles (rules) underlying the content of financial reports and related disclosures, for distribution to stockholders, creditors, and other interested parties. Also emphasized is the interpretation of financial statements. This course is required of all business majors, minors, and accounting certificate candidates.

**ACCT 311 Managerial Accounting 4 Units**

*Prerequisite: ACCT 301 with a grade of "C" or better*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC; 18 hours LAB*

This is a study of accounting information needed by decision makers of all types and sizes of organizations (service, retail, manufacturing, and not-for-profit; small businesses to large corporations). Emphasis is placed upon the analysis of quantitative information needed for short and long-term planning, day to-day operations, and reviewing of operations and personnel. This course is required of all business majors, minors, and accounting certificate candidates.

**ACCT 341 Computerized Accounting 2 Units**

*Prerequisite: Either CISC 300 and ACCT 101 or ACCT 301 with grades of "C" or better.*

*Course Transferable to CSU*  
*Hours: 27 hours LEC; 27 hours LAB*

This course emphasizes the major areas of a computerized accounting system: general ledger, accounts receivable and revenues, accounts payable and expenses and purchases, fixed assets and depreciation, cash receipts and cash disbursements, bank reconciliations, job order costing, adjusting and closing entries, and financial statements. The course provides practical experience in the use of master files, transactions, and reports. Individual sections of this course will use software designed for small businesses such as QuickBooks, Peachtree, or other contemporary software accounting systems. This course is recommended for all accounting majors. This course may be taken two times for credit if using different accounting software systems.

**ACCT 343 Computer Spreadsheet Applications for Accounting 2 Units**

*Prerequisite: ACCT 301 and CISA 310 with grades of "C" or better*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC; 27 hours LAB*

This course combines the study of accounting and computer spreadsheets. Projects include business transactions, accounts receivable, inventory, payroll, special journals, financial statements, financial analysis, and other accounting topics. The course focuses on accuracy, clarity, creativity, adaptability, and presentation skills.

**ACCT 495 Independent Studies in Accounting 1-3 Units**

*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LAB*  
 See Independent Studies

**ACCT 499 Experimental Offering in Accounting .5-4 Units**

*Prerequisite: None*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Degrees:**

- A.A. - Administration of Justice
- A.S. - Correctional Services
- A.S. - Police Services

**Division of Behavioral and Social Sciences**

J. Frank Malaret, Dean  
 Rodda North 226  
 916-558-2401

**Certificates of Achievement:**

- Correctional Services
- Police Services

**Administration of Justice**  
**Associate in Arts Degree**

**Program Information**

The general field referred to as "Administration of Justice" is directed toward the prevention, discovery, control and treatment of crimes, criminals, and criminality. Students desiring to enter a career concerned with the administration of justice will find that this curriculum has flexibility that allows them to prepare for specific fields included in that broad category. The program also provides the basis for advanced study at a four-year college. Opportunities for college graduates include positions as federal and state parole officers, probation officers, and correctional administrators.

**Career Opportunities**

A great variety of career opportunities is open to students who successfully complete specific portions of this program of study. There is an urgent demand for trained personnel in such areas as uniformed police patrol, investigation, criminal identification, criminalistics, and corrections. Financially and professionally rewarding employment in these areas may be found on the local, state, federal, and private levels.

**Recommended High School Preparation**

General college preparatory courses.

**Upon completion of this program, the student will be able to:**

- effectively communicate in both oral and written formats.
- demonstrate a knowledge of the interactions and relationships of law enforcement, courts, and corrections on the local, state, and federal levels.
- identify career opportunities in the criminal justice system at the local, state, special districts, and federal level.
- analyze crime causation, recognize the elements within criminal statutes, and be familiar with criminal procedures utilized to enforce those statutes.
- evaluate the complex legal aspects of criminal investigations, procedures, constitutional law, and case law.
- apply laws and procedures for the collection and use of all forms of evidence for the purpose of criminal prosecutions.
- identify and explain the purpose and authority of of the local, state, and federal courts systems.
- identify and explain the purpose and authority of all law enforcement agencies at the local, state, special district, and federal level.
- recognize, understand and acquire a sensitivity to the diverse cultures in our society and how this diversity impacts the criminal justice system.

**Required Program**

	<b>Units</b>
ADMJ 300 Introduction to Administration of Justice.....	3
ADMJ 301 Investigative Report Writing.....	3
ADMJ 302 Community Relations: Multicultural Issues.....	3
ADMJ 304 Juvenile Delinquency.....	3
ADMJ 320 Concepts of Criminal Law.....	3
ADMJ 322 Criminal Procedures.....	3
ADMJ 323 Legal Aspects of Evidence.....	3
ADMJ 330 Criminal Investigation.....	3
<b>Total Units Required</b>	<b>24</b>

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Correctional Services**

**Associate in Science Degree**  
**Certificate of Achievement**

**Program Information**

The Correctional Services option of the Administration of Justice Program is dedicated to preparing the student for a career in corrections that offers a wide range of employment opportunities in the area of supervision and rehabilitation of convicted offenders. It is designed to introduce students to the correctional field and to provide them with a comprehensive understanding of correctional history, legal fundamentals, philosophy, and techniques.

**Career Opportunities**

A great variety of career opportunities is open to students who successfully complete specific portions of this program of study. There is an urgent demand for trained personnel in such areas as uniformed police patrol, investigation, criminal identification, criminalistics, and corrections. Financially and professionally rewarding employment in these areas may be found on the local, state, federal, and private levels.

**Recommended High School Preparation**

General college preparatory courses

Required Program	Units
ADMJ 300 Introduction to Administration of Justice.....	3
ADMJ 301 Investigative Report Writing.....	3
ADMJ 302 Community Relations: Multicultural Issues .....	3
ADMJ 304 Juvenile Delinquency.....	3
ADMJ 320 Concepts of Criminal Law.....	3
ADMJ 322 Criminal Procedures .....	3
ADMJ 323 Legal Aspects of Evidence.....	3
ADMJ 330 Criminal Investigation.....	3
ADMJ 303 Substance Abuse: Effects on Body and Behavior (3).....	3
or PSYC 405 Substance Abuse: Effects on Body and Behavior (3)	
ADMJ 340 Introduction to Correctional Services .....	3
ADMJ 346 Probation and Parole .....	3
<b>Total Units Required</b>	<b>33</b>

**Suggested Electives**

ADMJ 342, 347, 498

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

**Police Services****Associate in Science Degree****Certificate of Achievement****Program Information**

The Police Services option of the Administration of Justice Program accepts as its basic mission the preparation of interested students for entry into the police field where the primary functions are the prevention of crime and apprehension of criminals. Students embarking on this career should have the ability to commit themselves to an endeavor where professionalism, maturity, and dedication are absolute prerequisites to success.

**Career Opportunities**

A great variety of career opportunities is open to students who successfully complete specific portions of this program of study. There is an urgent demand for trained personnel in such areas as uniformed police patrol, investigation, criminal identification, criminalistics, and corrections. Financially and professionally rewarding employment in these areas may be found on the local, state, federal, and private levels.

**Recommended High School Preparation**

General college preparatory courses

Required Program	Units
ADMJ 300 Introduction to Administration of Justice.....	3
ADMJ 320 Concepts of Criminal Law.....	3
ADMJ 322 Criminal Procedures .....	3
ADMJ 301 Investigative Report Writing.....	3
ADMJ 323 Legal Aspects of Evidence.....	3
ADMJ 302 Community Relations: Multicultural Issues .....	3
ADMJ 330 Criminal Investigation.....	3
ADMJ 304 Juvenile Delinquency.....	3
ADMJ 331 Patrol Procedures .....	3
ADMJ 303 Substance Abuse: Effects on Body and Behavior (3).....	3
or PSYC 405 Substance Abuse: Effects on Body and Behavior (3)	
ADMJ 321 Substantive Criminal Law .....	3
<b>Total Units Required</b>	<b>33</b>

**Suggested Electives**

ADMJ 340, 346, 498

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Administration of Justice (ADMJ)****ADMJ 300 Introduction to Administration of Justice 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades "C" or better  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, response to crime, components of the system, and current challenges to the system. The course examines the evolutions of the principles and approaches utilized by the justice system and the evolving forces that have shaped those principals and approaches. Emphasis is placed on the structure and function of the police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, sentencing, and incarceration policies. Role and role expectations of criminal justice agents will be identified and studied.

**ADMJ 301 Investigative Report Writing 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades of "C" or better.  
*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides a study of the techniques of communicating facts, information, and ideas effectively in a simple, clear, and logical manner in the various types of criminal justice system reports: letters, memorandums, directives, and administrative reports. Emphasis will be placed on criminal justice terminology, use of English and organization of information, practice experience in note taking and report writing, and presentation of testimony in court.

**ADMJ 302 Community Relations: Multicultural Issues 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 101 with grades of 'C' or better

*General Education:* AA/AS Area VI

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the complex, dynamic relationship between communities and the institutions of the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse, multicultural population. The course addresses the roles that race, ethnicity, gender, sexual orientation, social class, culture, and criminal justice professional play in shaping these relationships. The course examines new strategies, skills, tools, and cultural knowledge necessary for personnel engaged in all aspects of the criminal justice system. Special topics include the impact that terrorism and the need for homeland security have had on the dynamics of police community relations.

**ADMJ 303 Substance Abuse: Effects on Body and Behavior 3 Units**

*Same As:* PSYC 405

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades "C" or better

*General Education:* AA/AS Area V(b); AA/AS Area III(b)

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is designed for anyone who is interested in the effect illegal drugs, prescription drugs, over the counter drugs, vitamins, health foods, and coffee and nicotine have on people, physically, emotionally, mentally, and financially. This course is especially advised for people who are seeking or working in careers in health, law enforcement, counseling, psychology, business, social services, or teaching. (Credit for ADMJ 303 or PSYC 405, but not both.)

**ADMJ 304 Juvenile Delinquency 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to examine juvenile delinquency from a variety of perspectives, including the concept of delinquency, theories of delinquency, social, community, and environmental influences on delinquency and the juvenile justice system (past and present). An overview of adolescent problems and current approaches being utilized to confront these problems will also be discussed. The course is designed to examine a variety of the causes of juvenile delinquency, as well as suggestions for the treatment of delinquency at both the state and local levels. This course examines the nature and extent of delinquency with relation to gender differences, family dynamics, peer and gang groups, schools, drug use, and the juvenile justice courts.

**ADMJ 320 Concepts of Criminal Law 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the philosophy and structure of criminal law in the United States. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case studies to introduce students to criminal law and the classification of crimes against persons, property, morals, and public welfare. The course will also include some discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes.

**ADMJ 321 Substantive Criminal Law 3 Units**

*Prerequisite:* ADMJ 320 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an in-depth study of the substantive criminal laws commonly enforced by California state, county, and municipal law enforcement officers. The course provides a complete analysis of both statute law as created by the state legislature and case law as defined in state and federal appellate court decisions.

**ADMJ 322 Criminal Procedures 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an in-depth study of criminal procedures used to enforce substantive law at both the federal and state level. Every step of the criminal process from arrest to appeal will be thoroughly explored.

**ADMJ 323 Legal Aspects of Evidence 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course examines the origins, development, philosophy, and constitutional foundations of the rules of evidence as applied in United States law. Emphasis is placed on the types of evidence and the laws governing admissibility of evidence into criminal procedures. Topics covered include search and seizure, hearsay evidence, witness competency, and direct evidence as contrasted to circumstantial evidence.

**ADMJ 326 Family Law Issues 3 Units**

*Same As:* FCS 306

*Prerequisite:* None.

*Advisory:* ENGWR 101 with grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is an introductory course that provides basic knowledge of both civil and criminal laws dealing with family and domestic issues. The course explores paternity suits, pre-nuptial agreements, divorce, child custody, child support, alimony, spousal abuse, restraining orders, child visitation violations, parental kidnapping, and numerous other domestic problems faced by the justice system and families. Students may receive credit for ADMJ 326 or FCS 306 but not for both.

**ADMJ 330 Criminal Investigation 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course introduces students to investigative procedures and concepts as applied to criminal investigations. Topics include crime scene response management and identification, collection, and processing of physical evidence. In addition to surveillance and undercover assignments the course will also cover interview and interrogation techniques. The role of the investigator in the court process with emphasis on legal requirements and constraints will be discussed. Special attention will be given to identifying information sources, procuring search warrants, serving search warrants, and recognizing exceptions to the search warrant rule. Emphasis is placed on developing the student's capacity to analyze specific situations and identify appropriate investigative procedures as well as recognize constraints on their implementation.

**ADMJ 331 Patrol Procedures 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will study the organization of patrol division, types of patrol, and patrol duties. The role of the patrol officer in community relations, crime prevention, ethics and law enforcement, and minority group problems will be discussed.

**ADMJ 340 Introduction to Correctional Services 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to provide the student with an overview of the history and trends of adult and juvenile corrections including probation and parole. The course will focus on the legal issues, specific laws, and general operation of correctional institutions. The relationship between corrections and other components of the judicial system will also be examined.

**ADMJ 341 Control and Supervision in Corrections 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course offers an overview of supervision of inmates in the local, state, and federal correctional institutions. The issues of control in a continuum from institutional daily living through crisis situations will be introduced and discussed. This course will emphasize the role played by the offender and the correctional worker. Topics will include inmate subculture, violence, and the effects of crowding on inmates and staff, as well as coping techniques for correctional officers in a hostile prison environment.

**ADMJ 342 Gangs and Corrections 3 Units**

*Prerequisite:* None.

*Advisory:* ADMJ 340 with a grade of "C" or better

*General Education:* AA/AS Area V(b); CSU Area DO

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to provide the student with a specialized field of knowledge as it relates to the correctional impact of gangs. Following a development of the history of gangs, and the issues associated with the development of gangs, the course will focus on the emergence of prison gangs following a series of changes within the correctional system. Psychological and sociological dynamics of gangs are explored. Institutional management of gangs as well as future trends will be explored.

**ADMJ 343 Supervision in Corrections 3 Units**

*Prerequisite:* None.

*Advisory:* ADMJ 340 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course examines the theory and advanced practical applications of supervision in corrections. This course will focus on the skill and knowledge set of corrections professionals who are promoted into an employee supervisor or manager position. Scenarios and case studies will be utilized. This course is intended for students who possess prior experience or education in the corrections field.

**ADMJ 344 Leadership Development in Corrections 3 Units**

*Prerequisite:* None.

*Advisory:* ADMJ 340 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an introduction to leadership theory and practice in the correctional system. Although most of the leadership examples to be discussed deal directly with the correctional environment, others related generally to government and business will also be introduced. The course will emphasize leadership skills and experiences beneficial to a first-line supervisor. This course is intended for an individual with background (either educational or experiential) in corrections at the local, state or federal level.

**ADMJ 345 Legal Aspects of Corrections 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

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

**ADMJ 346 Probation and Parole 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will compare and contrast probation and parole. Topics will include organization, function, goals, ethics, historical development and treatment theory. California probation and parole programs will also be examined.

**ADMJ 347 Correctional Counseling and Interviewing 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 101 with grades of 'C' or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to introduce the student to techniques involved in correctional counseling and interviewing in case development. Counseling helps correction clients understand the negative consequences of anti-social behavior. Particular emphasis is placed on the need of the counselor to maintain a receptive non-judgmental attitude and to explore a range of potential techniques for meeting individual client needs.

**ADMJ 494 Topics in Administration of Justice .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 72 hours LEC

This course is designed to deal with current problems or specific topics concerning the administration of justice. Particular subjects to be covered each semester will be determined by the Administration of Justice staff.

**ADMJ 495 Independent Studies in Administration of Justice 1-3 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LAB

See Independent Studies

**ADMJ 498      Work Experience in                      1-4 Units**  
**Administration of Justice**

*Prerequisite: None.*

*Enrollment Limitation: According to Title V regulations, a student cannot earn academic credits in a Work Experience class unless s/he has either a job or an internship that relates specifically to the field of Administration of Justice.*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 300 hours LAB*

This course is designed to provide students with effective job development skills that will assist them in obtaining and keeping an internship or a job in the field of Administration of Justice. Course content will include understanding the application of the student's education to the workforce; the responsibilities of an internship (where applicable); completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the work or internship site; and developing workplace (soft) skills identified by the Secretary's Commission on Achieving Necessary Skills (SCANS) Competencies, as well as by local employers. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the transfer student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for a total of 16 units. This course is transferable to any CSU campus. Only one Work Experience course may be taken per semester.

See Experimental Offering

**ADMJ 499      Experimental Offering                      .5-4 Units**  
**in Administration of Justice**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 72 hours LEC*

See Experimental Offering

## Aeronautics AERO, FLTEC, ATCAD, AEROBH, FLTCBH

### Degrees:

- A.S. - Airframe
- A.S. - Powerplant
- A.S. - Combined Airframe and Powerplant
- A.S. - Air Traffic Control
- A.S. - Aircraft Dispatcher
- A.S. - Flight Technology
- A.S. - Nondestructive Testing

### Division of Advanced Technology

Donnetta Webb  
Technology 106  
916-558-2491

### Certificates of Achievement:

- Airframe
- Powerplant
- Combined Airframe and Powerplant
- Air Traffic Control
- Aircraft Dispatcher
- Flight Technology
- Nondestructive Testing

### Coursework:

- Bell Helicopter
- Aeronautics Bell Helicopter (AEROBH)
- Flight Technology Bell Helicopter (FLTCBH)

## Airframe

### Associate in Science Degree Certificate of Achievement

#### Program Information

Sacramento City College maintains a Federal Aviation Administration-approved two-year program organized to train students as airframe and powerplant maintenance technicians. The program is designed to meet the needs of students who desire technical training to qualify for the Federal Aviation tests.

The Aeronautics program is governed by regulations established by the Federal Aviation Administration. This Federal Aviation Administration (FAA) approved program fulfills all of the requirements under CFR 14, Federal Aviation Regulation part 147. Completion of this program will allow the graduate to test for the FAA Airframe Mechanic Certificate.

Upon passing the appropriate Federal examinations, the graduate is certificated to work on aircraft as a technician and to supervise the work of others on such craft.

#### Career Opportunities

The Department of Advanced Transportation Technology currently offers courses and/or certificate programs in Aeronautics, Flight Technology, and Nondestructive Testing. This department focuses on new and emerging transportation related courses, as well as traditional training which may lead directly to employment in local, state, and nationally recognized fields.

Airframe Technicians are employed by major/regional airlines, certificated repair stations, fixed based operators, charter services, flight schools, corporate flight departments, agricultural aircraft operators, helicopter operations as well as government agencies and the military. Many experienced technicians opt to operate their own aviation businesses.

#### Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria: Transfers from another Federal Aviation Administration Part 147 approved airframe and powerplant school must provide an official transcript and catalog for evaluation by the department.

#### Program Costs

In addition to the normal student expenses, minimal lab expenses may be incurred.

### Recommended High School Preparation

English, mathematics, electronics, science, computers, and industrial shop.

### Upon completion of this program, the student will be able to:

- demonstrate the knowledge and skills to qualify for the General and Airframe portion of the Federal Aviation Administration Airframe Mechanic exam to include the written, oral, and practical tests.
- demonstrate the knowledge and skills to inspect, maintain, repair, and modify airframe structures.

### Required Program

	Units
AERO 300 General Airframe and Powerplant .....	5
AERO 301 General Airframe and Powerplant Applications .....	3
AERO 302 Basic Electricity and Electrical Systems .....	5
AERO 303 Basic Electricity, Airframe and Powerplant Electrical Systems Applications .....	3
AERO 309 Introduction to Aircraft Mechanics .....	2
AERO 320 Airframe Systems and Components .....	5
AERO 321 Airframe Structures .....	5
AERO 322 Airframe Systems and Components Applications .....	3
AERO 323 Airframe Structures and Systems Applications .....	3
AERO 330 Advanced Airframe and Powerplant Inspection .....	5
AERO 331 Advanced Structures and Systems Inspection .....	5
AERO 332 Advanced Airframe and Powerplant Inspection Applications .....	3
AERO 333 Advanced Structures and Systems Inspection Applications .....	3
<b>Total Units Required</b>	<b>50</b>

### Suggested Electives

AERO 340, 341, 350, 351, 360, 361, 362, 363, 364, 365

### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.



## Powerplant

### Associate in Science Degree Certificate of Achievement

#### Program Information

Sacramento City College maintains a Federal Aviation Administration-approved two-year certificate and degree program organized to train students as airframe and powerplant maintenance technicians. The program is designed to meet the needs of students who desire technical training to qualify for the Federal Aviation tests.

The Aeronautics program is governed by regulations established by the Federal Aviation Administration. This Federal Aviation Administration (FAA) approved program fulfills all of the requirements under CFR 14, Federal Aviation Regulation part 147. Completion of this program will allow the graduate to test for the FAA Powerplant Mechanic Certificate.

Upon passing the appropriate Federal examinations, the graduate is certificated to work on aircraft as a technician and to supervise the work of others on such craft.

#### Career Opportunities

The department of Advanced Transportation Technology currently offers courses and/or certificate programs in Aeronautics, Flight Technology, and Nondestructive Testing. This department focuses on new and emerging transportation related courses, as well as traditional training which may lead directly to employment in local, state, and nationally recognized fields.

Powerplant Technicians are employed by major/regional airlines, certificated repair stations, fixed based operators, charter services, flight schools, corporate flight departments, agricultural aircraft operators, helicopter operations as well as government agencies and the military. Many experienced technicians opt to operate their own aviation businesses.

#### Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria: Transfers from another Federal Aviation Administration Part 147 approved airframe and powerplant school must provide an official transcript and catalog for evaluation by the department.

#### Program Costs

In addition to normal student expenses, minimal lab expenses may be incurred.

#### Recommended High School Preparation

English, mathematics, electronics, science, computers, and industrial shop

#### Upon completion of this program, the student will be able to:

- demonstrate the knowledge and skills to qualify for the General and Powerplant portion of the Federal Aviation Administration Powerplant Mechanics exams to include the written, oral and practical tests.
- demonstrate the knowledge and skills to inspect, maintain, repair, and modify reciprocating and turbine engines.

#### Required Program

#### Units

AERO 300 General Airframe and Powerplant .....	5
AERO 301 General Airframe and Powerplant Applications .....	3
AERO 302 Basic Electricity and Electrical Systems .....	5
AERO 303 Basic Electricity, Airframe and Powerplant Electrical Systems Applications .....	3
AERO 309 Introduction to Aircraft Mechanics .....	2
AERO 310 Powerplant Theory and Maintenance .....	5
AERO 311 Powerplant Theory and Maintenance Applications .....	3
AERO 312 Powerplant Systems and Components .....	5
AERO 313 Powerplant Systems and Components Applications .....	3
AERO 330 Advanced Airframe and Powerplant Inspection .....	5
AERO 332 Advanced Airframe and Powerplant Inspection Applications .....	3

#### Total Units Required

42

#### Suggested Electives

AERO 340, 341, 350, 351, 360, 361, 362, 363, 364, 365

#### Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

## Combined Airframe and Powerplant

### Associate in Science Degree Certificate of Achievement

#### Program Information

Sacramento City College maintains a Federal Aviation Administration-approved two-year program organized to train students as airframe and powerplant maintenance technicians. The program is designed to meet the needs of students who desire technical training to qualify for the Federal Aviation tests.

The Aeronautics program is governed by regulations established by the Federal Aviation Administration. This Federal Aviation Administration (FAA) approved program fulfills all of the requirements under CFR 14, Federal Aviation Regulation part 147. Completion of this program will allow the graduate to test for the FAA Powerplant Mechanic Certificate.

Upon passing the appropriate Federal examinations, the graduate is certificated to work on aircraft as a technician and to supervise the work of others on such craft.

#### Career Opportunities

The department of Advanced Transportation Technology currently offers courses and/or certificate programs in Aeronautics, Flight Technology, and Non-Destructive Testing. This department focuses on new and emerging transportation related courses, as well as traditional training which may lead directly to employment in local, state, and nationally recognized fields.

Airframe and Powerplant Technicians are employed by major/regional airlines, certificated repair stations, fixed based operators, charter services, flight schools, corporate flight departments, agricultural aircraft operators, helicopter operations as well as government agencies and the military. Many experienced technicians opt to operate their own aviation businesses.

#### Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria: Transfers from another Federal Aviation Administration Part 147 approved airframe and powerplant school must provide an official transcript and catalog for evaluation by the department.

**Program Costs**

In addition to normal student expenses, minimal lab expenses may be incurred.

**Recommended High School Preparation**

English, mathematics, electronics, science, computers, and industrial shop.

**Upon completion of this program, the student will be able to:**

- demonstrate the knowledge and skills to qualify for the General, Airframe and Powerplant portion of the Federal Aviation Administration Airframe and Powerplant Mechanics exam to include the written, oral and practical tests.
- demonstrate the knowledge and skills to inspect, maintain, repair, and modify airframe structures.
- demonstrate the knowledge and skills to inspect, maintain, repair, and modify reciprocating and turbine engines.

**Required Program**

	<b>Units</b>
AERO 300 General Airframe and Powerplant.....	5
AERO 301 General Airframe and Powerplant Applications .....	3
AERO 302 Basic Electricity and Electrical Systems .....	5
AERO 303 Basic Electricity, Airframe and Powerplant Electrical Systems Applications .....	3
AERO 309 Introduction to Aircraft Mechanics.....	2
AERO 310 Powerplant Theory and Maintenance.....	5
AERO 311 Powerplant Theory and Maintenance Applications.....	3
AERO 312 Powerplant Systems and Components.....	5
AERO 313 Powerplant Systems and Components Applications .....	3
AERO 320 Airframe Systems and Components.....	5
AERO 321 Airframe Structures.....	5
AERO 322 Airframe Systems and Components Applications .....	3
AERO 323 Airframe Structures and Systems Applications .....	3
AERO 330 Advanced Airframe and Powerplant Inspection.....	5
AERO 331 Advanced Structures and Systems Inspection.....	5
AERO 332 Advanced Airframe and Powerplant Inspection Applications.....	3
AERO 333 Advanced Structures and Systems Inspection Applications.....	3
<b>Total Units Required</b>	<b>66</b>

**Suggested Electives**

AERO 200, 360, 361, 362, 363, 364, 365

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

**Flight Technology****Associate in Science Degree****Certificate of Achievement****Program Information**

Sacramento City College maintains an authorized one-year certificate and two-year degree program organized to offer pilot academic ground instruction. The Flight Technology Program is a 30 unit, 10-course program All required courses must be passed with a grade of "C" or better.

**Career Opportunities**

Professional Pilots are employed as Charter Pilots, Flight Instructors, Ground Instructors, Agricultural Pilots, Helicopter Pilots, Flight Engineers, Regional Airline/Major Airline Pilots, as well as working for Government Agencies or the Military.

**Enrollment Eligibility**

To be eligible for enrollment in the program, the student must meet the following criteria: The Federal Aviation Administration requires that all applicants read, write, speak, and understand the English language.

**Upon completion of this program, the student will be able to:**

- demonstrate the required knowledge and skills in order to qualify for the written portions of the Federal Aviation Administration examinations for pilot and instructor.
- perform navigational pre-flight planning.
- review weather terminal and en-route data.
- calculate departure, en-route, and arrival performance data.

**Required Program**

	<b>Units</b>
FLTEC 100 Introduction to Aviation Careers .....	1
FLTEC 302 Aviation Weather .....	3
FLTEC 304 Safety and Human Factors in Aviation.....	3
FLTEC 306 Federal Aviation Regulations.....	3
FLTEC 310 Instrument Pilot/Instructor Ground School .....	3
FLTEC 312 Air Navigation, Airspace, and Communication.....	3
FLTEC 314 Large Aircraft Systems.....	5
FLTEC 320 Private Pilot Ground School .....	3
FLTEC 321 Commercial Pilot Ground School .....	3
FLTEC 330 Airplane Aerodynamics.....	3

**Total Units Required****30****Suggested Elective**

FLTEC 319

**Associate in Science (A.S.) Degree**

The Associate in Science (A.S.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

**Air Traffic Control****Associate in Science Degree****Program Information**

Sacramento City College maintains a Federal Aviation Administration (FAA) Air Traffic Control (ATC) Program. Our two-year degree program is designed to meet the needs of students who want to gain employment with one of the FAA's ATC facilities, work in a contract ATC facility, or work in an ATC facility for the military.

**Career Opportunities**

Employment opportunities exist within the Federal Aviation Administration's National Air Traffic Control system, as well as with numerous contract facilities throughout the country and with the military worldwide.

**Enrollment Limitations**

To be eligible for enrollment in the program, the student must meet the following criteria:

The Federal Aviation Administration requires that all applicants read, write, speak, and understand the English language.

**Upon completion of this program, the student will be able to:**

- perform the duties of an air traffic control (ATC) intern at a local ATC facility.
- interpret Federal Aviation Regulations that pertain to Air Traffic Control procedures.
- utilize correct air/ground communication terminology and phraseology.
- interpret terminal and en-route weather reports.

**Required Program**

ATCAD 300 Basic Terminal Procedures .....	3.5
ATCAD 301 Advanced Terminal Procedures .....	3.5
ATCAD 302 Basic En Route Procedures .....	3.5
ATCAD 303 Advanced En Route Procedures .....	3.5
FLTEC 100 Introduction to Aviation Careers .....	1
FLTEC 302 Aviation Weather .....	3
FLTEC 304 Safety and Human Factors in Aviation.....	3
FLTEC 306 Federal Aviation Regulations.....	3
FLTEC 310 Instrument Pilot/Instructor Ground School .....	3
FLTEC 312 Air Navigation, Airspace, and Communication.....	3
FLTEC 314 Large Aircraft Systems.....	5
FLTEC 320 Private Pilot Ground School .....	3
FLTEC 321 Commercial Pilot Ground School .....	3
FLTEC 330 Airplane Aerodynamics.....	3

**Total Units Required** **44**

**Associate in Science (A.S.) Degree**

The Associate in Science (A.S.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Aircraft Dispatcher**

**Associate in Science Degree**  
**Certificate of Achievement**

**Program Information**

Sacramento City College maintains a Federal Aviation Administration (FAA) approved Aircraft Dispatcher (AD) Program. Our one-year certificate and two-year degree programs are designed to meet the needs of students who desire the technical training in order to qualify for the written, oral, and practical tests for the FAA Aircraft Dispatcher Certificate.

All required courses must be passed with a grade of "C" or better.

Upon passing the appropriate FAA AD examinations, the graduate is certificated to perform the duties of an aircraft dispatcher.

**Career Opportunities**

Aircraft Dispatchers are employed by all major and regional airlines worldwide. Many jet charter and helicopter air ambulance operators, as well as government agencies and the military, utilize their services.

**Upon completion of this program, the student will be able to:**

- perform the required duties of an Aircraft Dispatcher, as outlined by the Federal Aviation Administration.
- qualify to take the written, oral, and practical examinations for the Federal Aviation Administration's aircraft dispatcher certificate.

**Required Program**

FLTEC 100 Introduction to Aviation Careers .....	1
FLTEC 302 Aviation Weather .....	3
FLTEC 304 Safety and Human Factors in Aviation.....	3
FLTEC 306 Federal Aviation Regulations.....	3
FLTEC 310 Instrument Pilot/Instructor Ground School .....	3
FLTEC 312 Air Navigation, Airspace, and Communication.....	3
FLTEC 314 Large Aircraft Systems.....	5
FLTEC 320 Private Pilot Ground School .....	3
FLTEC 321 Commercial Pilot Ground School .....	3
FLTEC 330 Airplane Aerodynamics.....	3
ATCAD 310 Aircraft Dispatcher Operations .....	3

**Total Units Required** **33**

**Associate in Science (A.S.) Degree**

The Associate in Science (A.S.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Nondestructive Testing**

**Associate in Science (A.S.) Degree**  
**Certificate of Achievement**

**Program Information**

Sacramento City College maintains an American Society of Nondestructive Testing (ASNT) program. Our one-year certificate and two-year degree programs are designed to meet the classroom instructional needs of students who desire technical training to qualify for the ASNT exams.

The Nondestructive Testing Program is an 18-unit, six course program. This program covers all five of the major disciplines, to include Magnetic Particle, Liquid Penetrant, Ultrasonic, Eddy Current and Radiographic Inspection. Courses satisfy the Level I requirement for classroom training under the American Society of Nondestructive Testing.

Upon passing the appropriate ASNT examinations, the graduate is certificated to work in the field of Nondestructive Testing.

**Career Opportunities**

The department of Advanced Transportation Technology currently offers courses and/or certificate programs in Aeronautics, Flight Technology, and Nondestructive Testing. This department focuses on new and emerging transportation related courses, as well as traditional training which may lead directly to employment in local, state, and nationally recognized fields.

Sacramento City College's Associate of Science Degree and Certificate of Achievement prepare the student to enter the field of Nondestructive Testing and Inspection. Many industries such as Aviation, Construction, Marine and Nuclear Power plants utilize this advanced inspection technology. NDT Technicians are employed by airlines, manufacturers, repair facilities and inspection facilities as well as government agencies and the military.

**Program Costs**

In addition to normal student expenses, minimal lab expenses may be incurred.

**Recommended High School Preparation**

English, mathematics, electronics, science, computers, and industrial shop

**Upon completion of this program, the student will be able to:**

- demonstrate the knowledge and skills to qualify for the classroom portion of the American Society of Nondestructive Testing, Level I Technician exams in each of the five major areas.
- demonstrate the knowledge of Magnetic Particle Inspection.
- demonstrate the knowledge of Liquid Penetrant Inspection.
- demonstrate the knowledge of Ultrasonic Inspection.
- demonstrate the knowledge of Eddy Current Inspection.
- demonstrate the knowledge of Radiographic Inspection.

<b>Required Program</b>	<b>Units</b>
AERO 360 Nondestructive Testing I.....	3
AERO 361 Nondestructive Testing II.....	3
AERO 362 Nondestructive Testing III.....	3
AERO 363 Nondestructive Testing IV.....	3
AERO 364 Nondestructive Testing V.....	3
AERO 365 Nondestructive Testing VI.....	3
<b>Total Units Required</b>	<b>18</b>

**Suggested Electives**  
AERO 300, 330

#### **Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### **Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## **Aeronautics (AERO)**

*NOTE: The Federal Aviation Administration requires that a grade of "C" or better must be earned in ALL required Aeronautics courses to qualify for certification testing.*

### **AERO 130 Bio-Diesel for Aircraft Ground-Based Transportation 1 Unit**

*Prerequisite: None.*  
*Hours: 18 hours LEC*

This course will take the student through the theory of the manufacture of Bio-Diesel to include a demonstration of the actual process. The course will cover the required steps from the initial procurement of the raw materials through the storing of the finished product. The product can be utilized in diesel engines to include aviation, locomotive, automotive, marine, and stationary applications.

### **AERO 200 Certificated Aircraft Mechanic Preparation 1-3 Units**

*Prerequisite: None.*  
*Corequisite: AERO 300*  
*Hours: 54 hours LEC*

This is a specialized course tailored to individual student needs in cooperation with the Federal Aviation Administration (FAA). This course meets, in part, the certification requirements of Part 147 of the Federal Aviation Regulations covering Airframe and Powerplant Mechanics. This course may be taken four times for credit. The amount of credit awarded is based on the total number of hours completed (18 hours=1 unit). This course will prepare the student for oral, practical, and written portions of the general, powerplant, and airframe sections of the Federal Aviation Administration test.

### **AERO 299 Experimental Offering in Aeronautics .5-4 Units**

*Prerequisite: None*  
*Hours: 90 hours LEC*  
See Experimental Offerings

### **AERO 300 General Airframe and Powerplant 5 Units**

*Prerequisite: AERO 309 with a grade of "C" or better*  
*Advisory: Concurrent enrollment in AERO 301*  
*General Education: AA/AS Area II(b)*  
*Course Transferable to CSU*  
*Hours: 90 hours LEC*

This course provides an introduction to sheet metal fabrication, aircraft drawings, fluid lines and fittings, materials and processes (including aircraft hardware identification, gas welding and precision measurement), and aviation math and physics, including theory of flight for fixed wing and rotary wing aircraft. Minimum attendance is mandated by the Federal Aviation Administration.

### **AERO 301 General Airframe and Powerplant Applications 3 Units**

*Prerequisite: AERO 309 with a grade of "C" or better; Concurrent enrollment in AERO 300 or completion of AERO 300 with a grade of "C" or better.*  
*Corequisite: AERO 300*  
*Course Transferable to CSU*  
*Hours: 180 hours LAB*

This course provides skills projects related to AERO 300 as required by the Federal Aviation Administration. Topics will include sheet metal repair, welding, and hardware identification. Minimum attendance is mandated by the Federal Aviation Administration.

### **AERO 302 Basic Electricity and Electrical Systems 5 Units**

*Prerequisite: AERO 309 with a grade of "C" or better*  
*Advisory: Concurrent enrollment in AERO 303*  
*Course Transferable to CSU*  
*Hours: 90 hours LEC*

This course provides electrical theory for airframe and powerplant electrical systems (circuits and schematics, ignition and electrical generating systems, instruments, batteries, AC and DC circuit system components). Minimum attendance is mandated by the Federal Aviation Administration.

### **AERO 303 Basic Electricity, Airframe and Powerplant Electrical Systems Applications 3 Units**

*Prerequisite: AERO 309 with a grade of "C" or better; Concurrent enrollment in AERO 302 or completion of AERO 302 with a grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 180 hours LAB*

This course provides development projects related to AERO 302 lectures as required by the Federal Aviation Administration to develop skills necessary for an Airframe and Powerplant Technician. Units of instruction include repair and maintenance techniques of airframe and powerplant electrical systems and cover ignition as well as electrical generating systems, instruments, batteries, and AC and DC circuits. Minimum attendance is mandated by the Federal Aviation Administration.

### **AERO 309 Introduction to Aircraft Mechanics 2 Units**

*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 54 hours LAB*

This introductory course covers the fundamental theories and practices required of a Federal Aviation Administration certificated Airframe and Powerplant Mechanic.

**AERO 310 Powerplant Theory and Maintenance 5 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better  
*Advisory:* Concurrent enrollment in AERO 311  
*Course Transferable to CSU*  
*Hours:* 90 hours LEC

This course provides instruction in reciprocating and gas turbine engine theory, overhaul, inspection, testing, and operation. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 311 Powerplant Theory and Maintenance Applications 3 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better; Concurrent enrollment in AERO 310 or completion of AERO 310 with a grade of "C" or better.

*Course Transferable to CSU*  
*Hours:* 180 hours LAB

This course covers projects related to the AERO 310 lectures as required by the Federal Aviation Administration. These include familiarization and operation of equipment required when overhauling and testing gas turbine and reciprocating powerplants, operation and familiarization of gas turbine powerplant accessories, fire detection/protection systems, and operation of gas turbine powerplants in the test cell environment. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 312 Powerplant Systems and Components 5 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better  
*Advisory:* Concurrent enrollment in AERO 313  
*Course Transferable to CSU*  
*Hours:* 90 hours LEC

This course provides instruction in the theory of reciprocating and gas turbine engines, and related accessories including cooling, ignition, propellers, governors, and fuel metering. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 313 Powerplant Systems and Components Applications 3 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better; Concurrent enrollment in AERO 312 or completion with a grade of "C" or better.  
*Course Transferable to CSU*  
*Hours:* 180 hours LAB

This course provides skills development projects related to AERO 312 as required by the Federal Aviation Administration. Units of instruction include familiarization and operation of test equipment required in overhauling reciprocating and turbine powerplant components and engine test cell operations. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 320 Airframe Systems and Components 5 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better  
*Corequisite:* Concurrent enrollment in AERO 322  
*Course Transferable to CSU*  
*Hours:* 90 hours LEC

This course provides instruction in the following aircraft airframe systems: fuel, hydraulic, pneumatic, position and warning, air conditioning, heating, oxygen, pressurization, ice and rain control, and fire protection and detection. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 321 Airframe Structures 5 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better  
*Corequisite:* Concurrent enrollment in AERO 323  
*Course Transferable to CSU*  
*Hours:* 90 hours LEC

This course provides instruction in aircraft sheet metal, fabric, dope, and paint processes, plastic, wood, fiberglass, honeycomb, composites, and laminated structures, assembly and rigging, and landing gear systems. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 322 Airframe Systems and Components Applications 3 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better  
*Corequisite:* Concurrent enrollment in AERO 320  
*Course Transferable to CSU*  
*Hours:* 180 hours LAB

This course provides skill development projects as required by the Federal Aviation Administration. The projects are related to the subject areas covered in AERO 320 and include familiarization, operation, overhaul, testing, and diagnosis of the components and systems. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 323 Airframe Structures and Systems Applications 3 Units**

*Prerequisite:* AERO 309 with a grade of "C" or better  
*Corequisite:* Concurrent enrollment in AERO 321  
*Course Transferable to CSU*  
*Hours:* 180 hours LAB

This course provides projects related to the AERO 321 lectures as required by the Federal Aviation Administration to develop skills in inspecting, checking, diagnosing, servicing, and repairing the components and systems. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 330 Advanced Airframe and Powerplant Inspection 5 Units**

*Prerequisite:* AERO 300, 301, 302, 303, 320, 321, 322, and 323 with grades of "C" or better.  
*Corequisite:* Concurrent enrollment in AERO 332  
*Course Transferable to CSU*  
*Hours:* 90 hours LEC

This course provides the theory of the following: Advanced Airframe and Powerplant diagnosis, inspection, mechanic privileges and limitations, maintenance forms and records, and maintenance publications, as well as weight and balance calculations. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 331 Advanced Structures and Systems Inspection 5 Units**

*Prerequisite:* AERO 300, 301, 302, 303, 310, 311, 312, and 313 with grades of "C" or better.  
*Corequisite:* Concurrent enrollment in AERO 333  
*Course Transferable to CSU*  
*Hours:* 90 hours LEC

This course provides the theory of the following: advanced communication; navigation and autopilot systems, landing gear systems; wheel, tire, and brake assembly systems, assembly and rigging processes, dope and fabric applications; painting and protective coating applications, sheet metal repair applications; and honeycomb, plastic, wood, fiberglass, composites, and laminate structure repair. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 332      Advanced Airframe and Powerplant Inspection Applications      3 Units**

*Prerequisite:* AERO 300, 301, 302, 303, 320, 321, 322, and 323 with grades of "C" or better.

*Corequisite:* Concurrent enrollment in AERO 330

*Course Transferable to CSU*

*Hours:* 180 hours LAB

This course provides development projects as required by the Federal Aviation Administration. The projects are in the same areas as the subject areas covered in the AERO 330 lectures and include familiarization with and operation of test equipment required for checking and testing the airframe and powerplant systems of airworthy aircraft. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 333      Advanced Structures and Systems Inspection Applications      3 Units**

*Prerequisite:* AERO 300, 301, 302, 303, 310, 311, 312, and 313 with grades of "C" or better.

*Corequisite:* Concurrent enrollment in AERO 331

*Course Transferable to CSU*

*Hours:* 180 hours LAB

This course provides development projects as required by the Federal Aviation Administration. The projects are in the same areas as the subject areas covered in the AERO 331 lectures and include familiarization with and operation of test equipment required for checking and testing the airframe structures and powerplant systems of airworthy aircraft. Minimum attendance is mandated by the Federal Aviation Administration.

**AERO 340      Gas Turbine Engine Development I      2 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course provides instruction in the development of gas turbine powerplants to include theory of operation, application, overhaul techniques, and noise reduction through laboratory projects involving engine system tear-down and test cell operation for turbo-prop and helicopter turbo-shaft engines.

**AERO 341      Gas Turbine Engine Development II      2 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course provides continued instruction in the development of gas turbine powerplants to include theory of operation, application, overhaul techniques, and noise reduction through laboratory projects involving engine system tear-down and test cell operation for turbo prop and helicopter turbo shaft engines.

**AERO 350      Helicopter Rotor and Drive Systems I      2 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course provides introductory level instruction in the theory of helicopter flight, rotor systems, and flight controls. Laboratory projects involve disassembly, inspection, reassembly, and adjustment of helicopter components.

**AERO 351      Helicopter Rotor and Drive Systems II      2 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course provides in-depth instruction in the theory of helicopter flight, flight controls, and drive systems. Laboratory projects involve disassembly, inspection, reassembly, and adjustment of rotor control and power-train components. Tracking and balance adjustments will be accomplished on a running helicopter.

**AERO 357      Bell 47 Series Helicopter Field Maintenance      4 Units**

*Prerequisite:* None.

*Enrollment Limitation:* The student must possess a current Federal Aviation Administration Airframe and Powerplant Mechanic Certificate.

*Course Transferable to CSU*

*Hours:* 49 hours LEC; 71 hours LAB

This course will cover the required material that will enable a certified Airframe and Powerplant Mechanic to troubleshoot, inspect, perform, or supervise the maintenance and/or alteration of the Bell 47 series helicopter, in accordance with the Federal Aviation Administration (FAA) methods.

**AERO 358      Bell 47 Series Helicopter Component Overhaul      4 Units**

*Prerequisite:* None.

*Enrollment Limitation:* The student must possess a current Federal Aviation Administration Airframe and Powerplant Mechanic Certificate.

*Course Transferable to CSU*

*Hours:* 49 hours LEC; 71 hours LAB

The course will cover the required material that will enable a certified Airframe and Powerplant Mechanic to perform component overhaul operations on the Bell 47 series helicopter components: main rotor, main rotor controls, mast assembly, main drive-shaft, anti-torque system components, and transmission, in accordance with approved Federal Aviation Administration (FAA) methods.

**AERO 360      Nondestructive Testing I      3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This introductory course explains the basic principles of material manufacturing processes, discontinuities, and defects as related to the major nondestructive testing methods. This course is an introduction to Level I Magnetic Particle, Liquid Penetrant, Eddy Current, Ultrasonic, and Radiographic courses. This course will give the student an overview of Nondestructive Testing disciplines with regard to identifying defects and proper Nondestructive Inspection (NDI) application.

**AERO 361      Nondestructive Testing II      3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This Level I classroom training covers the basic principles of material manufacturing processes, discontinuities, and defects as related to liquid penetrant inspection that will allow the student to identify defects in proper Nondestructive Inspection (NDI) application. This course is one of five recognized Nondestructive Testing disciplines used to identify defects in aviation and industrial applications. Minimum attendance is mandated by The American Society of Nondestructive Testing.

**AERO 362 Nondestructive Testing III 3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This Level I classroom training covers the basic principles of material manufacturing processes, discontinuities, and defects as related to Magnetic Particle Inspection that will allow the student to identify defects in this application. This course is one of five recognized Nondestructive Testing disciplines used to identify defects in aviation and industrial applications. Minimum attendance is mandated by the American Society of Nondestructive Testing.

**AERO 363 Nondestructive Testing IV 3 Units**

*Prerequisite: AERO 361 and 362 with grades of "C" or better*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This Level I classroom training covers the basic principles of Ultrasonic Nondestructive testing methods that will allow students to identify defects in this application. This course is one of five recognized Nondestructive Testing disciplines used to identify defects in aviation and industrial applications. Minimum attendance is mandated by the American Society of Nondestructive Testing.

**AERO 364 Nondestructive Testing V 3 Units**

*Prerequisite: AERO 361 and 362 with grades of "C" or better*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This Level I classroom training covers the basic principles of the Eddy Current Nondestructive testing method that will allow students to identify defects in this application. This course is one of five recognized Nondestructive Testing disciplines used to identify defects in aviation and industrial applications. Minimum attendance is mandated by the American Society of Nondestructive Testing.

**AERO 365 Nondestructive Testing VI 3 Units**

*Prerequisite: AERO 361 and 362 with grades of "C" or better*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This Level I classroom training covers the principles of the Radiographic Nondestructive testing method that will allow students to identify defects in an application. This course covers one of the five recognized Nondestructive Testing disciplines used to identify defects in aviation and industrial applications. Minimum attendance is mandated by the American Society of Nondestructive Testing.

**AERO 494 Topics in Aeronautics, Aviation Maintenance .5-4 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 72 hours LEC*

This is a specialized course developed in conjunction with industry partners to address emerging industry training needs. This course can be taken up to four times for credit provided there is no duplication in subject matter.

**AERO 495 Independent Studies in Aeronautics 1-3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 162 hours LAB*

This is an independent studies course in Aeronautics. Related projects will be assigned under the supervision of an Aeronautics faculty member and a selected industry partner from the local community. This course may be taken up to four times for credit for a maximum of 12 units.

**AERO 498 Work Experience in Aeronautics 1-4 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 72 hours LEC; 216 hours LAB*

This course is designed to provide students with effective job development skills that will assist them in obtaining and keeping an internship or a job in the field of aviation. Course content will include an understanding the application of the student's education as it relates to the workforce. The student will work as an aircraft mechanic helper for one of the Aeronautics department's industry partners. The work could include, but is not limited to, line maintenance, component overhaul, aircraft maintenance, and rebuilding. This course may be taken up to four times for credit for a maximum of 16 units.

**AERO 499 Experimental Offering in Aeronautics .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering

**Air Traffic Control/  
Aircraft Dispatcher (ATCAD)****ATCAD 300 Basic Terminal Procedures 3.5 Units**

*Prerequisite: FLTEC 302, 304, 306, 310, 312, 314, 320, 321, and 330 with grades of "C" or better*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 48 hours LAB*

This course provides lecture and simulator lab experience in the fundamental concepts of procedures and skills related to Terminal Radar Control (TRACON) operations. Areas such as aircraft identification, voice communication, phraseology, facility and inner-facility coordination, strip markings, airport traffic control, and TRACON functions will be taught and practiced. One field trip to an operating TRACON facility will be mandatory.

**ATCAD 301 Advanced Terminal Procedures 3.5 Units**

*Prerequisite: ATCAD 300, FLTEC 302, FLTEC 304, FLTEC 306, FLTEC 310, FLTEC 312, FLTEC 314, FLTEC 320, FLTEC 321, and FLTEC 330 with grades of "C" or better*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 48 hours LAB*

This course provides lecture and simulator lab experience in the advanced concepts of procedures and skills related to Terminal Radar Control (TRACON) operations. Areas such as aircraft identification, voice communication, phraseology, facility and inner-facility coordination, strip markings, air traffic control, TRACON functions, runway visibility, weather observations, communication failures, and emergencies will be taught and practiced. One field trip to an operating TRACON facility will be mandatory.

**ATCAD 302 Basic En Route Procedures 3.5 Units**

*Prerequisite:* FLTEC 302, 304, 306, 310, 312, 314, 320, 321, and 330 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 48 hours LEC; 48 hours LAB

This course provides lecture and simulator lab experience in the fundamental rules and procedures required in the en route environment. Areas such as air/ground communications, radar control, Visual Flight Rules (VFR) and Instrument Flight Rules (IFR) en route procedures, aircraft identification, voice communications, phraseology, facility and inter-facility coordination, strip markings, and clearances will be taught and practiced.

**ATCAD 303 Advanced En Route Procedures 3.5 Units**

*Prerequisite:* ATCAD 302, FLTEC 302, FLTEC 304, FLTEC 306, FLTEC 310, FLTEC 312, FLTEC 314, FLTEC 320, FLTEC 321, and FLTEC 330 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 48 hours LEC; 48 hours LAB

This course provides lecture and simulator lab experience in advanced rules and procedures required in the en route environment. Areas such as air/ground communication, radar control, Visual Flight Rules (VFR) and Instrument Flight Rules (IFR) en route procedures, aircraft identification, communication failures, clearances, strip markings, radio and satellite navigation systems, aviation weather services, and emergency procedures will be taught and practiced.

**ATCAD 310 Aircraft Dispatcher Operations 3 Units**

*Prerequisite:* FLTEC 302, 304, 306, 310, 312, 314, 320, 321, or 330 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course will allow the student to practice actual flight briefings as an aircraft dispatcher to a simulated flight crew under various conditions. Required briefings will include weather, performance data, weight and balance calculations, and special conditions of the flight.

## Flight Technology (FLTEC)

**FLTEC 100 Introduction to Aviation Careers 1 Unit**

*Prerequisite:* None.

*Hours:* 18 hours LEC

This introductory course is designed for potential aviation career professionals such as pilots, air traffic controllers, and aircraft dispatchers. In this course, students will explore the fundamentals of aircraft operations as well as the history and development of the aviation industry. The students will also explore and learn the requirements for completing the AS degree in Air Traffic Control, Aircraft Dispatch, and Flight Technology. A final grade of "C" or better and completion of the Computerized Placement Testing series is necessary to move on to FLTEC 302, 306, 312, 320, and 330.

**FLTEC 294 Topics in Aeronautics, Flight Technology .5-4 Units**

*Prerequisite:* None.

*Hours:* 72 hours LEC

This is a specialized course developed in conjunction with industry partners to address emerging training needs. This course can be taken up to four times for credit provided there is no duplication in subject matter.

**FLTEC 300 Introduction to Aviation 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This introductory course is designed for aviation career professionals such as pilots, air traffic controllers, aircraft dispatchers, and aircraft technicians. This course will explore the fundamentals of aircraft and spacecraft flight as well as the history and development of the aviation industry. An on-site visit to a local airport is recommended for completion of this course.

**FLTEC 302 Aviation Weather 3 Units**

*Prerequisite:* None.

*Advisory:* FLTEC 320 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This aviation related meteorology course is designed for pilots, air traffic controllers, and aircraft dispatchers. It covers basic weather phenomena, hazards, and prognostics as they apply to flight. Use and interpretation of Federal Aviation Administration (FAA) and National Weather Service (NWS) meteorological services are also explained.

**FLTEC 304 Safety and Human Factors in Aviation 3 Units**

*Prerequisite:* FLTEC 320 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides an overview of human factors that relate to aviation safety and crew resource management, as well as analyzing all of the factors contributing to aircraft accidents.

**FLTEC 306 Federal Aviation Regulations 3 Units**

*Prerequisite:* FLTEC 330 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an in-depth study of the Code of Federal Regulations 14, Parts 1, 43, 61, 65, 71, 73, 91, 121, and 135 of the Federal Aviation Regulation (FAR) Orders, Letters of Agreement, Standard Operating Procedures, Aeronautical Information Manual (AIM), and the National Transportation Safety Board (NTSB) 830 for reporting aircraft accidents.

**FLTEC 310 Instrument Pilot/Instructor Ground School 3 Units**

*Prerequisite:* FLTEC 320 with a grade of "C" or better, or hold FAA

*Private Pilot Certificate, or successfully completed FAA Private Pilot Knowledge exam.*

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an introduction to the basic principles of instrument flying to include: Instrument Flight Rules (IFR), instruments, meteorology, navigation, IFR approaches, IFR departures, IFR enroute, communications, air traffic control, and aero medical factors. This course meets the Federal Aviation Administration (FAA) requirements for Instrument Pilot, Instrument Ground School Instructor, and/or Instrument Flight Instructor written exam eligibility.



**FLTEC 312 Air Navigation, Airspace, and Communication 3 Units**

*Prerequisite: FLTEC 330 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

This course is designed to teach the aeronautics student the basics of navigation, airspace, and communication under Visual Flight Rules (VFR). The fundamentals of pilotage, dead reckoning, and radio navigation will be applied to flight planning. Requirements for airspace and air traffic controller communication will be covered.

**FLTEC 314 Large Aircraft Systems 5 Units**

*Prerequisite: FLTEC 310 and 320 with grades of "C" or better*  
*Course Transferable to CSU*  
*Hours: 90 hours LEC*

This Boeing 700 Series general familiarization course is designed for students desiring to become pilots, air traffic controllers, air dispatchers, turbojet flight engineers, or technicians on large, complex aircraft typically flown by the airline industry. All Boeing systems will be covered in detail such as: avionics, hydraulics, pneumatics, pressurization, air conditioning, electrics, fire protection, ice/rain removal, engine operation, flight performance, and take-off and landing data. Weight and balance computations and emergency procedures will also be included. This course may be taken four times for credit provided a different series aircraft is being studied.

**FLTEC 319 Fundamentals of Instruction for Aviation Instructors 3 Units**

*Prerequisite: None.*  
*Advisory: COMM 301 and FLTEC 320 with grades of "C" or better.*  
*Students should have at least one year of specific aviation technical experience as well as one FAA airman certificate such as: Private Pilot, Airframe and Powerplant Mechanic, Aircraft Dispatcher, Air Traffic Controller, Parachute Rigger, Navigator, or Flight Engineer.*

*Course Transferable to CSU*  
*Hours: 54 hours LEC*

This course provides in-depth instruction in the Fundamentals of Instruction (FOI) for aviation flight and ground instructors as required by the Federal Aviation Administration (FAA), under part 61 and 65 of the Federal Aviation Regulations. Students will be required to develop detailed written syllabi and deliver an oral presentation that meets FAA standards of instruction.

**FLTEC 320 Private Pilot Ground School 3 Units**

*Prerequisite: FLTEC 330 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

The basic principles of flight, meteorology, navigation, communication, weight and balance, aircraft systems and instruments, performance, flight procedures, air traffic control, and regulations will be explained. It provides the necessary information that will enable the student to be eligible to take the Private Pilot, Sport Pilot, and basic Certificated Ground School Instructor knowledge exam.

**FLTEC 321 Commercial Pilot Ground School 3 Units**

*Prerequisite: FLTEC 320 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

This course is an in-depth study of the principles of meteorology, aviation, navigation, communication, advanced weight and balance, aircraft structures, aircraft systems, instruments, performance, theory of flight, and Federal Aviation Regulations (FAR). This course meets the Federal Aviation Administration (FAA) eligibility requirements for Commercial Pilot and/or Advanced Ground School Instructor written exam.

**FLTEC 330 Airplane Aerodynamics 3 Units**

*Prerequisite: FLTEC 100 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

This course provides in-depth instruction in the fundamentals of aerodynamics, nomenclature, common maneuvers, and emergency concerns for airplanes. This course is appropriate for pilots, flight instructors, aircraft mechanics, air traffic control specialists, or aircraft dispatchers.

**FLTEC 340 Helicopter Aerodynamics 3 Units**

*Prerequisite: None.*  
*Advisory: FLTEC 320 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

This course is designed to provide in-depth instruction in the fundamentals of aerodynamics, nomenclature, common maneuvers, and emergency concerns for helicopters. This course would be appropriate for students pursuing a helicopter pilot and/or flight instructor, aircraft mechanic, or air traffic control and/or aircraft dispatcher certificate.

**FLTEC 347 Bell 47 Series Initial Pilot Transition 1 Unit**

*Prerequisite: None.*  
*Enrollment Limitation: The student must possess a current Federal Aviation Administration (FAA) Private or Commercial Helicopter Pilot Certificate, a current FAA 1st, 2nd, or 3rd class medical certificate, and a minimum of 100 hours of helicopter flight time.*  
*Course Transferable to CSU*  
*Hours: 16 hours LEC; 6 hours LAB*

This course will enable the certificated helicopter pilot to accomplish initial transition to the Bell 47 model series helicopter flown with comprehensive knowledge of the aircraft, systems, and components, along with a thorough understanding of the operational characteristics and flight limitations.

## Aeronautics – Bell Helicopter (AEROBH)

The following pilot and technical courses are offered only at the Bell Helicopter Training Academy (BHTA), Alliance Airport, Fort Worth, Texas. Bell Helicopter Training Academy is a Federal Aviation Administration approved training facility. This is a unique industry-higher educational partnership which enables Bell Helicopter Training Academy students to receive academic credit for BHTA technical training.

The following courses are not offered at Sacramento City College facility.

Individuals who wish to take these BHTA courses must first apply to and be accepted into a Bell Helicopter Training Academy course.

Bell Helicopter Training Academy  
13901 Aviator Way  
Fort Worth, Texas 76177  
1-800-368-2355  
<http://www.bellhelicopter.com/en/training>

BHTA will notify the individual of acceptance into the Academy with a formal letter of confirmation. The letter of confirmation will provide specific information relative to registering and enrolling with Sacramento City College for academic credit for the courses offered at BHTA.

Sacramento City College's Bell Helicopter Training Academy Maintenance Technology degree and certificate programs are pending approval.

### **AEROBH 300    BHTA 200 Series Field Maintenance    4 Units**

*Prerequisite: None.*  
*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*  
*Course Transferable to CSU*  
*Hours: 48 hours LEC; 72 hours LAB*  
This course will cover the required material that will enable a certificated airframe mechanic to troubleshoot, inspect, perform, or supervise the maintenance and/or alteration of the Bell 200 Series helicopter in accordance with the Federal Aviation Administration (FAA) methods. This course may be taken two times for credit provided a different model helicopter is studied.

### **AEROBH 301    BHTA 206 Series Field Maintenance    3 Units**

*Prerequisite: None.*  
*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*  
*Course Transferable to CSU*  
*Hours: 41 hours LEC; 39 hours LAB*  
This course will cover the required material that will enable a certificated airframe mechanic to troubleshoot, inspect, perform, or supervise the maintenance and/or alteration of the Bell 206 Series helicopter in accordance with the Federal Aviation Administration (FAA) methods. This course may be taken two times for credit provided a different model helicopter is being studied.

### **AEROBH 302    BHTA 400 Series Field Maintenance    4 Units**

*Prerequisite: None.*  
*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*  
*Course Transferable to CSU*  
*Hours: 48 hours LEC; 72 hours LAB*  
This course will cover the required material that will enable a certified airframe mechanic to troubleshoot, inspect, perform, or supervise the maintenance and/or alteration of the Bell 400 Series helicopter in accordance with the Federal Aviation Administration (FAA) methods. This course may be taken four times for credit provided a different model helicopter is being studied.

### **AEROBH 303    BHTA 400 Exp Series Field Maintenance    3 Units**

*Prerequisite: None.*  
*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*  
*Course Transferable to CSU*  
*Hours: 41 hours LEC; 39 hours LAB*  
This course will cover the required material that will enable a certificated airframe mechanic to troubleshoot, inspect, perform, or supervise the maintenance and/or alteration of the Bell 400 Exp Series helicopter in accordance with the Federal Aviation Administration (FAA) methods. This course may be taken three times for credit provided a different helicopter is studied.

### **AEROBH 304    Bell Helicopter Training Academy 429 Series Field Maintenance    4 Units**

*Prerequisite: None.*  
*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe and Powerplant certificate and a minimum of one year of aircraft mechanic experience.*  
*Course Transferable to CSU*  
*Hours: 53 hours LEC; 67 hours LAB*  
This course will cover the required material that will enable a certificated Airframe and Powerplant mechanic to troubleshoot, inspect, perform, or supervise the maintenance and/or alteration of the Bell 429 series helicopter in accordance with the Federal Aviation Administration (FAA) methods.

### **AEROBH 320    BHTA 206 Series Component Overhaul    2 Units**

*Prerequisite: None.*  
*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*  
*Course Transferable to CSU*  
*Hours: 34 hours LEC; 6 hours LAB*  
The course will cover the required material that will enable a certificated airframe mechanic to perform component overhaul on the Bell 206 Series helicopter components: main rotor, main rotor controls, mast assembly, main drive-shaft, anti-torque system components, and transmission in accordance with approved Federal Aviation Administration (FAA) methods. This course may be taken two times for credit provided a different model helicopter is studied.

**AEROBH 321    BHTA 212/214 Series    4 Units**  
**Component Overhaul**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 72 hours LAB*

The course will cover the required material that will enable a certified airframe mechanic to perform component overhaul procedures on a Bell 212 or 214ST helicopter: main rotor, main rotor controls, main drive-shaft, anti-torque system components, and transmission in accordance with the approved Federal Aviation Administration (FAA) methods. This course may be taken two times for credit provided a different model of helicopter is studied.

**AEROBH 322    BHTA 222/230 Series    3 Units**  
**Component Overhaul**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*

*Course Transferable to CSU*

*Hours: 41 hours LEC; 39 hours LAB*

The course will cover the required material that will enable a certified airframe mechanic to perform component overhaul procedures on a Bell 222/230 helicopter: main rotor, main rotor controls, main drive-shaft, anti-torque system components, and transmission in accordance with the approved Federal Aviation Administration (FAA) methods.

**AEROBH 323    BHTA 407 Series    1.5 Units**  
**Component Overhaul**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*

*Course Transferable to CSU*

*Hours: 21 hours LEC; 19 hours LAB*

The course will cover the required material that will enable a certified airframe mechanic to perform component overhaul procedures on a Bell 407 helicopter: main rotor, main rotor controls, mast assembly, main drive shaft, anti-torque system components, and transmission in accordance with approved Federal Aviation Administration (FAA) methods.

**AEROBH 324    BHTA 412 Series    4 Units**  
**Component Overhaul**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year of aircraft mechanic experience.*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 72 hours LAB*

The course will cover the required material that will enable a certified airframe mechanic to perform component overhaul procedures on a Bell 412 helicopter: main rotor, main rotor controls, main drive-shaft, anti-torque system components, and transmission in accordance with the approved Federal Aviation Administration (FAA) methods.

**AEROBH 325    BHTA 427 Series    2.5 Units**  
**Component Overhaul**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year of aircraft mechanic experience.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 28 hours LAB*

The course will cover the required material that will enable a certified airframe mechanic to perform component overhaul procedures on a Bell 427 helicopter: main rotor, main rotor controls, main drive-shaft, anti-torque system components, and transmission in accordance with the approved Federal Aviation Administration (FAA) methods.

**AEROBH 326    BHTA 430 Series    3 Units**  
**Component Overhaul**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*

*Course Transferable to CSU*

*Hours: 41 hours LEC; 39 hours LAB*

The course will cover the required material that will enable a certified airframe mechanic to perform component overhaul procedures on the Bell 430 helicopter: main rotor, main rotor controls, main drive-shaft, anti-torque system components, and transmission in accordance with the approved Federal Aviation Administration (FAA) methods.

**AEROBH 340    BHTA 200 Series    2 Units**  
**Electrical Maintenance**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe Certificate and a fundamental knowledge of both AC and DC electrical circuitry, including solid-state electronic theory.*

*Course Transferable to CSU*

*Hours: 34 hours LEC; 6 hours LAB*

The course will cover the fundamental operations and skills necessary to maintain the electrical and electronic systems of the Bell 200 Series helicopter in an airworthy condition. This will include servicing, routine maintenance, troubleshooting, inspection, electrical component change, and wiring diagram interpretation in accordance with approved Federal Aviation Administration (FAA) methods. This course may be taken four times provided a different model of helicopter is studied.

**AEROBH 341    BHTA 206 Series    1 Unit**  
**Electrical Maintenance**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe Certificate and a fundamental knowledge of both AC and DC electrical circuitry, including solid-state electronic theory.*

*Course Transferable to CSU*

*Hours: 17 hours LEC; 7 hours LAB*

The course will cover the fundamental operations and skills necessary to maintain the electrical and electronic systems of the Bell 206 Series helicopter in an airworthy condition. This will include servicing, routine maintenance, troubleshooting, inspection, electrical component change, and wiring diagram interpretation in accordance with approved Federal Aviation Administration (FAA) methods. This course may be taken two times for credit provided a different model of the 206 Series helicopter is studied.

**AEROBH 342      BHTA 400 Series      2 Units**  
**Electrical Maintenance**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe Certificate and a fundamental knowledge of both AC and DC electrical circuitry, including solid-state electronic theory.*

*Course Transferable to CSU*

*Hours: 34 hours LEC; 6 hours LAB*

The course will cover the fundamental operations and skills necessary to maintain the electrical and electronic systems of the Bell 400 Series helicopter in an airworthy condition. This will include servicing, routine maintenance, troubleshooting, inspection, electrical component change, and wiring diagram interpretation in accordance with approved Federal Aviation Administration (FAA) methods. This course may be taken four times for credit provided a different model of the Bell 400 Series helicopter is being studied.

**AEROBH 350      BHTA 200 Series      2 Units**  
**Automatic Flight Control System**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe Certificate and a fundamental knowledge of both AC and DC electrical circuitry, including solid-state electronic theory.*

*Course Transferable to CSU*

*Hours: 34 hours LEC; 6 hours LAB*

The course will cover the fundamental operations and skills necessary to maintain the King Flight Control (KFC) 500 autopilot system on the Bell 200 Series helicopter in an airworthy condition. This will include servicing, routine maintenance, troubleshooting, inspection, component change, and wiring diagram interpretation in accordance with approved Federal Aviation Administration (FAA) methods. This course may be taken three times for credit provided a different model helicopter is studied.

**AEROBH 351      BHTA 214ST Series      3.5 Units**  
**Automatic Flight Control System**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a fundamental knowledge of both AC and DC electrical circuitry, including solid-state electronic theory.*

*Course Transferable to CSU*

*Hours: 55 hours LEC; 25 hours LAB*

The course will cover the fundamental operations and skills necessary to maintain the KFC 500 autopilot system on the Bell 214ST Series helicopter in an airworthy condition. This will include servicing, routine maintenance, troubleshooting, inspection, component change, and wiring diagram interpretation in accordance with approved Federal Aviation Administration (FAA) methods.

**AEROBH 352      BHTA 400 Series      2 Units**  
**Automatic Flight Control System**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe Certificate and a fundamental knowledge of both AC and DC electrical circuitry, including solid-state electronic theory.*

*Course Transferable to CSU*

*Hours: 34 hours LEC; 6 hours LAB*

The course will cover the fundamental operations and skills necessary to maintain the KFC 500 autopilot system on the Bell 430 Series helicopter in an airworthy condition. This will include servicing, routine maintenance, troubleshooting, inspection, component change, and wiring diagram interpretation in accordance with approved Federal Aviation Administration (FAA) methods.

**AEROBH 358      BHTA Connector      2 Units**  
**Cable Maintenance**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate.*

*Course Transferable to CSU*

*Hours: 34 hours LEC; 6 hours LAB*

The course will cover the fundamental operations and skills necessary to maintain helicopter electrical, electronic connectors, and cables in an airworthy condition. This will include servicing, routine maintenance, inspection, and component change in accordance with approved Federal Aviation Administration (FAA) methods.

**AEROBH 360      BHTA Composite Repair      2 Units**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience.*

*Course Transferable to CSU*

*Hours: 34 hours LEC; 6 hours LAB*

This course will cover the required material that will enable a certificated airframe mechanic to identify, evaluate for repair, and carry out repairs on secondary composite structures in accordance with approved Federal Aviation Administration (FAA) regulation part 65.81.

**AEROBH 361      BHTA Composite      2 Units**  
**Blade Repair**

*Prerequisite: None.*

*Enrollment Limitation: The Federal Aviation Administration Airframe certificate and a minimum of one year aircraft mechanic experience or one year experience as an active mechanic on helicopters, commercial or military, or three years general experience as an aircraft mechanic, commercial or military.*

*Course Transferable to CSU*

*Hours: 30 hours LEC; 18 hours LAB*

This course will cover the required material that will enable a certificated airframe mechanic to identify and evaluate for repair and then carry out repairs on composite main rotor blades in accordance with approved Federal Aviation Administration (FAA) regulation part 65.81.

**AEROBH 370 BHTA Nondestructive Inspection 3.5 Units**

*Prerequisite: None.*

*Enrollment Limitation: The student must have both of the following:*

*Federal Aviation Administration Airframe and Powerplant Mechanic Certificate and 1 year of experience as a helicopter mechanic.*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 27 hours LAB*

This course will cover the required material that will enable a certified airframe and powerplant mechanic to meet the Federal Aviation Administration (FAA) requirements of Airline Transport Association (ATA) specification 105 guidelines for training and qualifying personnel in Nondestructive Inspection methods.

**Flight Technology - Bell Helicopter (FLTCBH)**

*The following pilot and technical courses are offered only at the Bell Helicopter Training Academy (BHTA), Alliance Airport, Fort Worth, Texas. Bell Helicopter Training Academy is a Federal Aviation Administration approved training facility. This is a unique industry-higher educational partnership which enables Bell Helicopter Training Academy students to receive academic credit for BHTA technical training.*

*The following courses are not offered at Sacramento City College facility.*

*Individuals who wish to take these BHTA courses must first apply to and be accepted into a Bell Helicopter Training Academy course.*

*Bell Helicopter Training Academy*

*13901 Aviator Way*

*Fort Worth, Texas 76177*

*1-800-368-2355*

*<http://www.bellhelicopter.com/en/training>*

*BHTA will notify the individual of acceptance into the Academy with a formal letter of confirmation. The letter of confirmation will provide specific information relative to registering and enrolling with Sacramento City College for academic credit for the courses offered at BHTA.*

*Sacramento City College's Bell Helicopter Training Academy Maintenance Technology degree and certificate programs are pending approval.*

**FLTCBH 300 BHTA 206/407 Initial Pilot Transition 1 Unit**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Private or Commercial Helicopter Certificate and a minimum of 500 hours helicopter flight time.*

*Course Transferable to CSU*

*Hours: 20 hours LEC; 7 hours LAB*

This course will enable the certificated helicopter pilot to accomplish initial transition to the 206 or 407 model helicopter flown with a comprehensive knowledge of the aircraft, systems, and components along with a thorough understanding of the operational characteristics and flight limitations. This course may be taken two times for credit provided a different model helicopter is studied.

**FLTCBH 320 BHTA 206/407 Pilot Refresher .5 Unit**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Private or Commercial Helicopter Certificate, minimum 500 hours helicopter flight time, and prior completion of Bell Helicopter Initial Pilot Transition course FLTCBH 300.*

*Course Transferable to CSU*

*Hours: 8 hours LEC; 5 hours LAB*

This course will serve as the refresher for certificated helicopter pilots with previous experience relating to the specific model aircraft being flown. It will include comprehensive knowledge of the aircraft, systems, and components along with a thorough understanding of the operational characteristics and flight limitations. This course may be taken two times provided a different model helicopter is studied or to fulfill continuing education requirements mandated by the FAA.

**FLTCBH 330 BHTA Professional Pilot 2 Units**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a Commercial Helicopter Certificate, current Medical Certificate, a minimum of 1,000 hours helicopter flight time, successful completion of 206 or 407 Series Initial Pilot Transition course, and approval from authorized flight training staff.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 4 hours LAB*

This course is designed to promote safe helicopter practices by refreshing and testing an aviator's knowledge and skills on normal and simulated abnormal/emergency procedures by refreshing and testing his/her knowledge of pertinent aviation subject matter. Various scenarios will be introduced and analyzed to improve the aeronautical decision making process. This course may be taken two times for credit provided a different helicopter series is studied.

**FLTCBH 349 BHTA Night Vision Goggles .5 Unit**

*Prerequisite: None.*

*Enrollment Limitation: The student must possess a current commercial helicopter pilot certificate.*

*Course Transferable to CSU*

*Hours: 9 hours LEC*

This course is designed to introduce the student to the use of night vision goggles utilized in helicopter flight. This course covers normal and emergency night flight characteristics and limitations, night terrain, and aeromedical considerations.

Division of Science and Allied Health  
 James Collins, Dean  
 Mohr Hall 18  
 (916) 558-2271

**AH 100 Professional Ethics of Health Team Members 1 Unit**

*Prerequisite: None.*  
*Hours: 18 hours LEC*  
 This course is an introduction to professional and ethical behaviors of health team members. Students utilize a problem-solving process for analysis of common ethical dilemmas in health care. Emphasis is on integration of personal values, ethical principles, and legal regulations in ethical decision making.

**AH 102 Health Education of Patients and Family 1 Unit**

*Prerequisite: None.*  
*Hours: 18 hours LEC*  
 This course is an introduction to the role of the health care professional as an educator of patients/clients and health care staff. Students will explore the major teaching and learning theories and how they are applied to health care practice. This course discusses characteristics of the learner including determinants of learning, adult literacy, compliance and motivation, cultural influences, and learning styles. Techniques and strategies for teaching and learning are presented.

**AH 104 Aging and its Implications for Health Care .5 Unit**

*Prerequisite: None.*  
*Enrollment Limitation: Dental Hygiene and Dental Assisting students working towards degree completion have priority registration for this course.*  
*Hours: 9 hours LEC*  
 This course introduces topics related to aging and their implication for health care providers. Emphasis is on socioeconomic and psychological aspects of aging, as well as normal age-related physiological changes. An overview of community resources that serve the older populations' health and dental needs is also included.

**AH 106 Communication for Allied Health Careers 2 Units**

*Prerequisite: None.*  
*Hours: 36 hours LEC*  
 This course is an introduction to communication as a therapeutic intervention for health care team members. Aspects of verbal and nonverbal communication that impact interactions with patients, family members, and other health care providers are explored. Cultural differences and the need to adjust communication approach with sensitivity to ethnicity, religion, gender, age, sexuality, and disability/health status are included. The course requires both personal reflection and class participation in role-play activities.

**AH 108 Introduction to Allied Health 1 Unit**

*Prerequisite: None.*  
*Hours: 18 hours LEC*  
 This course provides an introduction to the health care field. Topics include various types of health care delivery systems and allied health careers, history of health care, law and ethics pertaining to health care, personal qualities of health care workers, confidentiality and reportable incidents, and usage of reference materials. Students will research health care careers and relate them to their own interests, values, and abilities. This course is open to all students wishing to explore the health care industry. A field trip may be required.

**AH 110 Medical Language for Health-Care Providers 3 Units**

*Prerequisite: None.*  
*Hours: 54 hours LEC*  
 This course is an orientation to medical language. Topics addressed include: basic structure of medical terms and their word-part components, term building and translation, spelling, pronunciation, and medical documentation formats. The course builds a medical vocabulary applicable to the specialties of medicine, the systems of the body, names of major diseases, and terms used in physical examination, diagnosis, and treatment.

**AH 112 Strategies for Student Success in Health Occupations 3 Units**

*Prerequisite: None.*  
*Advisory: ENGRD 110, ENGWR 101, ESL 114, ESLR 320, and ESLW 320; with grades of "C" or better*  
*Hours: 54 hours LEC*  
 This course introduces the student to career opportunities in health care. The course provides realistic and useful strategies to enhance student success in reaching career goals associated with health occupations. Students will gain the knowledge and skills to determine a career path based on a realistic understanding of specific health occupations.

**AH 295 Independent Studies in Allied Health 1-3 Units**

*Prerequisite: None.*  
*Hours: 54 hours LEC*  
 This course involves an individual student or small group of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among the college, faculty member, and student(s).

**AH 299 Experimental Offering in Allied Health .5-4 Units**

*Prerequisite: None*  
*Hours: 90 hours LEC*  
 See Experimental Offerings

**AH 301            Health Care in a                            3 Units**  
**Multicultural Society**

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101 with grades of "C" or better.*

*General Education: AA/AS Area VI*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

In all health professions and settings, culture is a factor that affects communication, compliance, and outcome. For best practice, cultural competency is a clinical skill that improves the relationship between patient and provider and is a skill desired by health care organizations. This course is designed to establish fundamental elements of cultural competency. Topics include cultural self-awareness and sensitivity, exploration of cultural beliefs about health and illness, health traditions and rituals, folk medicine, communication strategies, the use of language interpreters, and the influence of family roles.

**AH 312            Medical Terminology                            1 Unit**  
**In Spanish**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course is designed for medical personnel and Allied Health students to improve communication and health care for Spanish speaking patients. Basic terms, useful phrases, role playing will contribute to course content. Spanish medical terminology will be applied throughout the course. Knowledge of Spanish is not a prerequisite.

**AH 495            Independent Studies in                            .5-4 Units**  
**Allied Health**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 72 hours LEC*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty members, and students.

**AH 499            Experimental Offering in                            .5-4 Units**  
**Allied Health**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

See Experimental Offering

# Anthropology

# ANTH

**Degree:**  
A.A. - Anthropology

**Division of Behavioral and Social Sciences**  
**J. Frank Malaret, Dean**  
**Rodda North 226**  
**916-558-2401**

## Anthropology

**Degree:** A. A. - Anthropology

### Program Information

Anthropology majors are encouraged to participate in community activities, archaeological internships, Sacramento Zoo activities, and to attend relevant guest lectures.

### Career Opportunities

The Anthropology major is designed to prepare students for further study in Anthropology leading to BA, MA, and/or PhD degrees. Anthropologists with graduate degrees teach at high schools, colleges, and graduate levels. Archaeologists manage cultural resources for State, Federal, and Private organizations. Physical Anthropologists work in Forensics and Primatology. Both Archaeologists and Cultural Anthropologists manage and coordinate museums and research facilities.

### Recommended High School Preparation

Preparatory courses including history, English, mathematics, and foreign languages.

### Upon completion of this program, the student will be able to:

- demonstrate understanding of the processes of science, the scientific method, and the relationship between scientific research and established knowledge.
- clearly express self when writing or speaking about anthropology demonstrating knowledge of basic anthropological terminology and understanding major anthropological concepts.
- write essays explaining anthropological processes in clear and concise terms.
- demonstrate both content knowledge and test taking skills when completing essay, objective, and multiple choice exams.
- demonstrate content knowledge in the broad areas of anthropology, including evolution, culture, genetics, archaeology and human evolution.
- reach and express logical conclusions drawn on anthropological data.

### Required Program

	<b>Units</b>
ANTH 300 Physical Anthropology (3) .....	3
or ANTH 480 Honors Physical Anthropology (3)	
ANTH 301 Physical Anthropology Laboratory.....	1
ANTH 310 Cultural Anthropology (3) .....	3
or ANTH 481 Honors Cultural Anthropology (3)	
ANTH 320 Introduction to Archaeology and World Prehistory.....	3
ANTH 331 The Anthropology of Religion (3) .....	3
or ANTH 332 Native Peoples of California (3)	
or ANTH 334 Native Peoples of North America (3)	
or ANTH 341 Introduction to Linguistics (3)	
A minimum of 12 units from the following: .....	12
GEOG 310 Human Geography: Exploring Earth's Cultural Landscapes (3)	
GEOG 300 Physical Geography: Exploring Earth's Environmental Systems (3)	
GEOG 390 Field Studies in Geography (0.5 - 4)	
HIST 307 History of World Civilizations to 1500 (3)	
HIST 308 History of World Civilizations, 1500 to Present (3)	
HIST 320 History of the United States: African-American Emphasis (3)	
HIST 321 History of the United States: African-American Emphasis (3)	
HIST 360 History of African Civilizations (3)	
HIST 364 Asian Civilization (3)	
HIST 373 History of Mexico (3)	
HIST 380 History of the Middle East (3)	
SOCSC 320 Socio-Cultural, Economic and Political Experience of the African-American (3)	
SOCSC 325 Asian Experience in America (3)	
SOCSC 330 Mexican-Americans in the United States (3)	
SOCSC 336 Native-American Culture and the Impact of Federal Policy (3)	
SOC 321 Race, Ethnicity and Inequality in the United States (3)	
SOCSC 352 Global Women's Issues (3)	
or SOC 345 Global Women's Issues (3)	
GEOL 308 Introduction to Geology (3)	
GEOG 320 World Regional Geography (3)	
or GEOG 480 World Regional Geography, Honors (3)	
SOC 300 Introductory Sociology (3)	
or SOC 480 Introductory Sociology - Honors (3)	
SOC 310 Marriage and the Family (3)	
or FCS 320 Marriage and the Family (3)	
SOC 312 The Child, the Family and the Community (3)	
or ECE 314 The Child, the Family and the Community (3)	
or FCS 314 The Child, the Family and the Community (3)	
SOC 335 Sociology of Aging (3)	
or FCS 330 Sociology of Aging (3)	
or GERON 300 Sociology of Aging (3)	
SOC 341 Sex and Gender in the U.S. (3)	
or FCS 326 Sex and Gender in the U.S. (3)	
<b>Total Units Required</b>	<b>25</b>

### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60 unit total. See SCC graduation requirements.



## Anthropology (ANTH)

### **ANTH 300 Physical Anthropology 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better

*General Education:* AA/AS Area IV; CSU Area B2; IGETC Area 5B  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the science of physical anthropology. The topics to be covered will include: the field of anthropology; the scientific method; genetics and inheritance; natural selection; principles and mechanics of evolution; evidence of evolution; modern human variation; living primates; and the fossil evidence for human evolution.

### **ANTH 301 Physical Anthropology Laboratory 1 Unit**

*Prerequisite:* ANTH 300 or 480 with a grade of "C" or better or concurrent enrollment in ANTH 300 or 480. ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area IV; CSU Area B3; IGETC Area 5B  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This introductory laboratory course is designed to familiarize students with the methods and materials of physical anthropology. Topics of significance covered in the course will include human osteology, forensic anthropology, genetics and evolutionary theory, biological classification, primatology, and the fossil evidence for the evolution of humans and their ancestors.

### **ANTH 310 Cultural Anthropology 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the variety of customs, traditions, and forms of social organization in a variety of western and non-western societies. The main goal of the course is to understand the importance of culture for both the individual and societies. Anthropological concepts that will be stressed include human culture and language, cultural relativism, holism, ethnocentrism, cross-cultural comparisons, field work, and theory. Topics include the nature of culture, subsistence methods, religion, linguistics, trade and economic systems, arts, kinship, marriage and family systems, technology, and change.

### **ANTH 315 Cultures in Focus 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students will examine a variety of cultures with a focal emphasis on development problems. The historical and cultural context of development will be examined. The technological changes are examined as they impact ideological aspects of culture. Problems of overpopulation, underemployment, and famine will be studied.

### **ANTH 317 Cultures of Southeast Asia 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW340 with a grade of "C" or better  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to and comparison of the many cultures of Southeast Asia, including those in the countries of Vietnam, Myanmar, Thailand, Laos, Cambodia, Malaysia, Indonesia, and the Philippines. Cultural themes will include prehistory, gender, religion, the arts, cuisines, economies, social organization, colonialism, conflict, development, and migration. The course will include studies of Southeast Asian communities in the United States, the historical precedents of their arrivals, and some of the challenges that they face as minority cultures.

### **ANTH 320 Introduction to Archaeology and World Prehistory 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D1; IGETC Area 4A  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the field of Archaeology and a survey of World Prehistory. Students will be introduced to the theories, concepts, and methods employed by archaeologists in the study of the human past. By examining the archaeological record of cultures in Africa, Europe, Asia, the Americas, and the Pacific Islands, students will explore the trajectory of human cultures from the Upper Paleolithic onward, using a range of case studies from around the world.

### **ANTH 322 Archeological Site Identification 1.5 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 27 hours LEC

This class provides classroom and field experience in all aspects of identifying prehistoric and historic sites: map reading, making sketch maps, artifact identification, historic and prehistoric background of Northern California, completing an official Site Survey Form acceptable to State Standards, and experience identifying sites in real field situations. Students receive partial preparation for entry level jobs with government agencies or archeological consulting firms. Two field trips are required.

### **ANTH 331 The Anthropology of Religion 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area I; AA/AS Area VI; CSU Area D1; IGETC Area 3B; IGETC Area 4A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This is a cross-cultural study of the forms and functions of religions, spiritual beliefs, and their associated rituals in various societies of Africa, Asia, aboriginal Australia, Oceania, South America, native North America, and elsewhere. The emphasis of the course is on understanding beliefs and rituals within their social contexts and on broad comparison to derive insight into the general functions of beliefs and rituals in human life. This course was formerly known as ANTH 330.

**ANTH 332 Native Peoples of California 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides a study of the Native inhabitants of California from the prehistoric period to the present time, in addition to offering an introduction to the diversity and complexity of aboriginal California. It includes the environmental adaptation, material culture, social structure, ideology, and response to change. This course meets the SCC Multicultural Graduation Requirement for comparative examination of diverse culture groups in the U.S. In addition to gaining perspectives on the great diversity of aboriginal cultures in California, the student will examine the impact of the other Native and non-Native groups on those cultures.

**ANTH 334 Native Peoples of North America 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introductory survey of traditional Native American societies. In this course students will gain an understanding of the peoples and cultures of North America and evaluate native ecological adaptations, languages, social organizations, religion, mythologies and world view, and artistic representations. Perspectives on changes in traditional life and Native Americans' current social roles and statuses will be included.

**ANTH 341 Introduction to Linguistics 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 and ESLR 310 with grades of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course will involve the student in the exploration of the role of language in social interaction and world view, minority languages and dialects, bilingualism, literacy, and the social motivation of language change. The student will also be introduced to the analytical techniques of linguistics and the demonstration of their relevance to language in sociocultural issues.

**ANTH 480 Honors Physical Anthropology 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area IV; CSU Area B2; IGETC Area 5B

*Enrollment Limitation:* Eligibility for admission to the Honors Program.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a seminar-style Honors-level introduction to the science of physical anthropology. Topics will include: the field of anthropology; the scientific method; genetics and inheritance; natural selection; principles and mechanics of evolution; evidence of evolution; modern human variation; living primates; and the fossil evidence for human evolution. This honors section uses an intensive instructional methodology designed to challenge motivated students.

**ANTH 481 Honors Cultural Anthropology 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A

*Enrollment Limitation:* Eligibility for admission to the Honors Program.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a seminar-style introduction to the variety of customs, traditions, and forms of social organization in a variety of western and non-western societies. The main goal of the course is to understand the importance of culture for both the individual and societies. Anthropological concepts will be emphasized including human culture and language, cultural relativism, holism, ethnocentrism, cross-cultural comparisons, fieldwork, and theory. Topics include the nature of culture, subsistence methods, religion, linguistics, trade and economic systems, arts, kinship, marriage and family systems, technology, and change. This honors section uses an intensive instructional methodology designed to challenge motivated students.

**ANTH 494 Topics in Anthropology 1-3 Units**

*Prerequisite:* Determined by topic.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides an examination of specific topics from an anthropological perspective. The particular subject to be covered each semester will be determined by the anthropology faculty and depend on topical events. Students can earn from 1-3 units. Students should consult the schedule of classes for the specific topic. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ANTH 495 Independent Studies in Anthropology 1-3 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

See Independent Studies

**ANTH 499 Experimental Offering in Anthropology .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Degree:**  
A.A. - Art

**Division of Humanities and Fine Arts**  
**Chris Iwata, Dean**  
**Performing Arts Center 137**  
**916-558-2551**

**Art**  
**Associate in Arts Degree**

**Program Information**

The art program is designed for students interested in transferring to a four-year university or college, as well as students interested in furthering their skills in the visual arts. A wide range of courses are offered, providing students experiences in drawing, painting, sculpture, ceramics, and other media.

**Career Opportunities**

Degrees in art allow individuals to work in the educational field as teachers, as well as in museums, as restorers, and in galleries. Primarily, individuals with art degrees will work independently, producing works which are displayed in museums, galleries, and other exhibition spaces. Some artists will also work as graphic designers, illustrators, and in other commercial work.

**Upon completion of this program, the student will be able to:**

- demonstrate increased sensitivity to the visual world and its aesthetic traditions and assess such visual traditions.
- demonstrate a basic skill in communicating experiences and ideas visually by designing and producing a variety of work in the visual arts.
- critique and analyze subject matter in the visual arts and demonstrate appropriate performance skills to treat that subject matter with a scope and intensity beyond the secondary level.
- compare, contrast, and assess the historical methods by which people have responded to themselves and the world around them.
- develop an aesthetic understanding and the ability to make value judgments within the context of cultural and artistic creations.

**Required Program**

	<b>Units</b>
ART 300 Elementary Drawing and Composition .....	3
ART 302 Elementary Drawing and Composition .....	3
ART 320 Design: Fundamentals .....	3
ART 370 Three Dimensional Design .....	3
ARTH 300 Introduction to Art .....	3
or ARTH 304 Ancient Art (3)	
or ARTH 306 Medieval Art (3)	
or ARTH 308 Renaissance Tradition in Art (3)	
or ARTH 310 Modern Art (3)	
or ARTH 312 Women in Art (3)	
or ARTH 324 Art of the Americas (3)	
or ARTH 328 Survey of African Art (3)	
or ARTH 330 Survey of African-American Art (3)	
or ARTH 332 Asian Art (3)	
A minimum of 3 units from the following:.....	3
Any other ART course.	
<b>Total Units Required</b>	<b>18</b>

**Suggested Electives**

ANTH 300, 310, 320; ART 443, COMM 316, 325; BUS 498, BIOL 100, BUS 300, CHEM 336, ENGLT 345, 400; ENGWR 300, HIST 300, 302, 310, 311; HUM 332, PHIL 352

**Associate in Arts (A. A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Transfer Program**

Transfer students should consult the Requirements of Transfer Institutions section of this catalog and the Art or related major sections of the specific catalog for the institution to which they wish to transfer to determine admissions, general education, and major requirements. Consultation with an SCC counselor is urged.

**Art (ART)**

**ART 121      Welding for the Artist      3 Units**

*Prerequisite: MIT 100 with a grade of "C" or better.*  
*Hours: 36 hours LEC; 54 hours LAB*

This course will cover metal sculpture techniques, design principles, and materials used for sculpture on functional and non-functional art forms and on ferrous and non-ferrous metals. Techniques taught will include the major welding and cutting processes-SMAW, MIG, TIG, plasma, gas welding and cutting. Safety will be an integral part of the course. Students will need to provide their own gloves, boots, leather aprons, and some ferrous and nonferrous metals. The welding department will provide face shields, welding and cutting machines, lab safety equipment, and some metals.

**ART 300      Elementary Drawing and Composition      3 Units**

*Prerequisite: None.*  
*General Education: AA/AS Area I; CSU Area C1*  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*

This course includes problems in observation and the translation of this experience into graphic terms by exploration of the formal elements of art (line, shape, volume, space, texture, light, and shadow). Students will also be introduced to historical and contemporary drawing styles. This course is a basic requirement for all art students. A field trip is required.

**ART 301      Digital Drawing and Composition      3 Units**

*Prerequisite: None.*  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*

This course is designed to address the traditional qualities of creative drawing and the unique properties of drawings produced using computer technology. The course includes problems in observation and expression and the translating of these experiences into graphic terms by exploration of gesture, line, texture, shape, volume, space, light, and shadow.

- ART 302 Elementary Drawing and Composition 3 Units**  
*Prerequisite:* ART 300 with a grade of "C" or better  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course expands on the drawing skills presented in ART 300 and covers more complex problems in observation, personal expression, and the formal exploration of composition. Students investigate subject, form, and content through color and the use of materials and techniques. A field trip is required.
- ART 304 Figure Drawing and Composition 3 Units**  
*Prerequisite:* ART 300 with a grade of "C" or better or equivalent determined through portfolio review.  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course offers the study of the aesthetic form of the human figure by analyzing, drawing, and composing its structural elements in a representational manner with respect to line, tone, shape, and color. Models draped and/or undraped will be used as subjects. A variety of media will be introduced in the exploration of drawing of the human form. A field trip to a local gallery is required.
- ART 305 Figure Drawing and Composition 3 Units**  
*Prerequisite:* ART 304 with a grade of "C" or better  
*General Education:* CSU Area C1  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This is a combined lecture and lab course where the human figure is studied directly and in historical context. Students will study the structure, proportion, and relationship of the undraped/draped human figure to compositional space and color. Students will study great works of figurative-based art and will practice subjective responses to a multitude of aesthetic theories. A field trip to an art museum or gallery is required for this course.
- ART 307 Rendering 3 Units**  
*Prerequisite:* ART 300 with a grade of "C" or better.  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course covers drawing and painting techniques which results in the accurate representation of diverse subject matter. A field trip is required.
- ART 310 Pen and Ink Drawing 3 Units**  
*Prerequisite:* None  
*Advisory:* ART 300 with a grade of "C" or better or equivalent.  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course emphasizes the fine art of black and white line and mass drawing using a variety of pen and ink, brush and ink techniques, and materials. Topics may include: compositional and pictorial elements using line, light, space, texture, and value. This course is intended for those interested in fine art, illustration and graphic design and is not restricted to art majors. A field trip is required.
- ART 312 Portrait Drawing 3 Units**  
*Prerequisite:* ART 300 with a grade of "C" or better  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course is an introduction to and exploration of the human image as the subject of art. Emphasis is on developing the skills needed to portray specific individuals, rather than a generalized image of people. This is primarily a practice course including elements of the history and traditions of portraiture. A field trip to an art gallery or museum is required.
- ART 313 Portrait Drawing: Abstract 3 Units**  
*Prerequisite:* ART 300 with a grade of "C" or better  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course gives portrait drawing students an opportunity to focus on abstract and expressive ways of representing the human face. Emphasis is on the human image as subject and content. Students will be working within the context of established contemporary portraiture practices and techniques. A field trip to an art gallery, museum, and/or artist's studio is required.
- ART 320 Design: Fundamentals 3 Units**  
*Prerequisite:* None.  
*General Education:* AA/AS Area I; CSU Area C1  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course is an introduction to the formal aspects of line, shape, tone, color, and theories of their organization and composition in works of art. Historic and contemporary examples of design will also be studied within the constructs of students' projects. This course is a basic requirement for all art students. A field trip to an art museum or gallery is required.
- ART 321 Graphic Design in the Fine Arts 3 Units**  
*Prerequisite:* None.  
*Advisory:* ART 300 and ART 320 with grades of "C" or better, or the equivalent course work at another college, or evaluation of professional work determined by a review of the applicant's portfolio.  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course emphasizes the aesthetic principles of graphic design (layout, lettering, illustration, color, and design) as they are used in fine art. A field trip to an art gallery or museum is required for this course.
- ART 322 Design: Image and Content 3 Units**  
*Prerequisite:* None  
*Advisory:* ART 320 with a grade of "C" or better.  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
 This course involves the study of the formal elements of line, shape, tone, color, and theories of their organization and composition. Emphasis is on the expressive aspect of subject and content and the influence of materials and techniques on form. A field trip to a museum and/or gallery is required.

**ART 323 Design: Color Theory 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course covers studio problems in the use and understanding of color and its application to works of art. This course is appropriate for a variety of color-sensitive classes or fields of interest. Emphasis is on color relationships, color interactions, and color mixing. Color is explored from an objective (optical) as well as a subjective (interpretative) point of view. A field trip is required.

**ART 324 Collage and Assemblage 3 Units**

*Prerequisite:* None.

*General Education: CSU Area C1*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course investigates the alteration and creation of a dimensional surface with found and constructed materials. Topics on the history of collage and assemblage and the application of historical and contemporary techniques and concepts provide the impetus for production of works of art. Development of a personal visual language is fundamental to this course. A field trip to art galleries or museums is required.

**ART 325 Introduction to Graphic Design 3 Units**

*Prerequisite:* None

*Advisory: ART 300 and ART 320 with grades of "C" or better or the equivalent course work at another college, or evaluation of professional work determined by a review of the applicant's portfolio.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course emphasizes the aesthetic principles of graphic design (layout, lettering, illustration, color, and design) as they are used in fine art. A field trip is required for this course.

**ART 332 Oil Painting 3 Units**

*Prerequisite:* None

*Advisory: ART 300 and ART 320 with grades of "C" or better.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an introduction to the medium and materials used in oil painting. Along with the methods and traditions of painting images, color, pattern, line, texture, light, space, style and techniques and their application in both historical and contemporary works are thoroughly investigated. This course may be taken twice for credit.

**ART 334 Acrylic Painting 3 Units**

*Prerequisite:* None

*Advisory: ART 300 and ART 320 with grades of "C" or better.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an introduction to the medium and materials used in acrylic painting. Emphasized are a breakdown and analysis of composition with respect to color, pattern, light, and space and their application in both historical and contemporary works. A field trip is required.

**ART 335 Acrylic Painting: Abstract 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an introduction to the mediums and materials used in acrylic painting with an emphasis on abstract subject matter, style, and content. A field trip is required.

**ART 336 Watercolor Painting 3 Units**

*Prerequisite:* None

*Advisory: ART 300 and ART 320 with grades of "C" or better.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an introduction to the medium and materials used in watercolor painting. Included are a breakdown and analysis of composition with respect to color, pattern, light, and space; style and techniques with their application in both historical and contemporary works. A field trip to a gallery or museum is required.

**ART 337 Intermediate Watercolor Painting 3 Units**

*Prerequisite: ART 336 with a grade of "C" or better*

*General Education: CSU Area C1*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is an intermediate watercolor course. It includes an in-depth study of contemporary methods and concepts in transparent watercolor. Emphasis is given to different approaches to watercolor, as well as composition, technical problems and solutions, and individual style development. Each semester different artists are discussed to illustrate concepts and techniques. A field trip to a museum or gallery is required.

**ART 361 Printmaking: Survey 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is a beginning printmaking course, which may include relief (wood and linoleum), intaglio (etching and drypoint), stencil (silk-screening), and monoprint processes. A field trip to a gallery or museum is required.

**ART 367 Printmaking: Book Arts 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an introduction to the studio theory and practice of the books arts. Students will explore the book as a format for presenting unique ideas through physical structures. Students will learn the process of basic book construction, while developing understanding of the artist's book as concept. Book forms may include altered books, memory books, folded, stab, sewn bindings, sculptural boxes, and portfolios. Topics include paste papers and the use of image transfers, collage, prints, and mixed media. Also covered is the history of traditional and contemporary books and manuscripts. A field trip to a gallery or museum is required.

**ART 368 Printmaking: Etching and Relief 3 Units**

*Prerequisite:* None

*Advisory: ART 300 and ART 320 with grades of "C" or better.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an introduction to printmaking. Emphasized are intaglio (etching) and relief processes. Intaglio may include line etching, aquatint, soft ground, drypoint, engraving, and monotype. Materials in relief printing may include linoleum or woodblock. This course may be taken twice for credit. A field trip to a museum or gallery is required.

**ART 369      Printmaking: Lithography and Silk Screen      3 Units**

*Prerequisite:* None

*Advisory:* ART 300 and ART 320 with grades of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to lithography and silk screen printing. Lithography may involve the printing of hand drawn images on materials such as stone, metal plate, and other planographic surfaces. The techniques used in silk screen printing include drawn and photo established stencils printed on both paper and fabric. A field trip to a gallery or museum is required.

**ART 370      Three Dimensional Design      3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320; with a grade of "C" or better.

*General Education:* CSU Area C1

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to Three Dimensional Design/Sculpture. Students will learn basic elements of line, plane, volume, and color through research, exercises, and projects. Students will develop a visual and verbal vocabulary and problem solving skills to express ideas and enhance projects. Lectures will include information and visual images of Western and non-Western art and movements, as well as historical and cultural issues relating to art and design. One field trip to a museum or gallery will be required. This course may be taken twice for credit.

**ART 372      Sculpture      3 Units**

*Prerequisite:* ART 370 with a grade of "C" or better; or portfolio review for skills in basic sculpture.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is meant to follow ART 370, focusing on complex sculptural methods and ideas. Students will learn additional technical skills, including casting, additive, and reductive/carving sculptural methods. Students will develop a visual and verbal vocabulary and problem solving skills to enable ideas and enhance projects. This class will focus heavily on historical and cultural issues relating to art and design, as well as the students' own conceptual development. One field trip to a museum or gallery will be required.

**ART 373      Intermediate Sculpture      3 Units**

*Prerequisite:* ART 372 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is meant to follow ART 372, Sculpture, continuing the practice of more complex sculptural methods and ideas. This course will teach advanced practice in the expressive use of form and color in space. Students will use a variety of media including plaster, wood, glass, cement, clay, and stone. The course stresses creative effort, development of individual expression, new ideas, and knowledge of technical processes. Students will learn to use historical and contemporary approaches in developing content. One field trip to a museum or gallery will be required.

**ART 374      Sculpture Lab      1-2 Units**

*Prerequisite:* ART 373 with a grade of "C" or better

*Corequisite:* ART 373

*Course Transferable to CSU*

*Hours:* 108 hours LAB

This course offers laboratory experience to assist completion of complex sculpture projects. The course focuses on the development of a personal creative vision, furthering technical skills and complex problem-solving.

**ART 375      Figure Sculpture      3 Units**

*Prerequisite:* ART 300 with a grade of "C" or better

*Advisory:* ART 304 and ART 370 with grades of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course introduces figure sculpture, using the live nude model as a reference. It will develop an understanding of the human form as it relates to both modern and traditional sculpture. These concepts will be developed by making studio projects using a variety of sculpture materials. The projects will combine new understanding of human form with imagination, for a more complete expression of technique and creativity. A field trip to a museum or gallery is required.

**ART 380      Techniques in Metal Design      3 Units**

*Prerequisite:* None.

*General Education:* CSU Area C1

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course explores individual research and practice in small metals working in two and three dimensional forms. The elements of metal design and form will be applied to small metals. Techniques may include casting, mold making, brazing, soldering, welding, and laminating. One field trip to an art gallery or museum is required.

**ART 381      Intermediate Techniques in Metal Design      3 Units**

*Prerequisite:* ART 380 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an intermediate-level course that offers individual exploration and research in small metals working in two and three-dimensional forms. The course involves a concentrated study of intermediate work in elements of metal design and form, which may include enameling, engraving, laminating, lapidary, gemstone setting, mold making, and assembling design parts. Students' skill will be enhanced by supervised repetition and practice. A field trip to an art gallery or art museum is required.

**ART 384      Metal Design: Emphasis in Casting      3 Units**

*Prerequisite:* None.

*Advisory:* ART 380 or 381 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course covers historical and contemporary approaches to centrifugal casting, wax patterns, and the aesthetic aspects of metal casting for small scale sculpture and jewelry. Basic methods and techniques for wax working, kiln burnout, centrifugal casting, and metal finishing will be emphasized. A field trip to an art gallery, museum, or artist's studio will be required.

**ART 385 Metal Arts Lab 1-2 Units**

*Prerequisite: None.*

*Corequisite: ART 380, 381, or 384 or a grade of "C" or better in one of the corequisite courses in a previous semester.*

*Course Transferable to CSU*

*Hours: 108 hours LAB*

This course offers laboratory experience to assist students in completing complex metal art projects. The course focuses on the development of a personal creative vision furthering technical skills and complex problem-solving. This class may be repeated up to a maximum of six units.

**ART 390 Ceramics 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I; CSU Area C1*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is an introductory course devoted to the history, practice, experimentation, and refinement in the art of ceramics. This course will include the historic and modern traditions of ceramics, hand construction methods, glaze fundamentals, and beginning wheel throwing. One field trip to an art gallery, art museum or artist's studio is required.

**ART 391 Intermediate Ceramics 3 Units**

*Prerequisite: ART 390 with a grade of "C" or better.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is an intermediate level course devoted to practice experimentation and refinement in the art of ceramics. This course will be devoted to intermediate work in hand building, sculpture techniques, wheel throwing, kiln operations, and glaze calculations. A field trip is required.

**ART 392 Ceramic Lab 1-2 Units**

*Prerequisite: None.*

*Corequisite: ART 390 or ART 391 or ART 400*

*Course Transferable to CSU*

*Hours: 108 hours LAB*

This course offers laboratory experience to assist students in completing complex ceramic projects. The course focuses on the development of a personal creative vision, furthering technical skills, and complex problem solving. This course may be taken twice for credit.

**ART 394 Wheel Thrown Ceramics, Beginning 3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is a comprehensive course in the art of wheel thrown ceramics. The course will provide students with a broad understanding of the ceramics process, from the excavation and composition of clays to the finished fire glazed wares. There will also be opportunities to participate in the ancient Japanese form of ceramics known as Raku. Students at all skill levels in ceramics, from introductory through advanced, may take the course. One field trip to an art museum or gallery is required.

**ART 395 Wheel Thrown Ceramics, Intermediate 3 Units**

*Prerequisite: ART 394 with a grade of "C" or better*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an intermediate class in wheel thrown ceramics. The course will provide students with opportunities to further explore the technical and creative processes of ceramic pottery-making, such as Raku and primitive firing processes and experimentation of different surface treatments. A field trip to a museum or gallery is required for this course.

**ART 396 Wheel Thrown Ceramics, Advanced 3 Units**

*Prerequisite: ART 394 and 395 with grades of "C" or better*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an advanced class in wheel thrown ceramics. The course will provide students with individual approaches to create their own unique pottery forms. Emphasis will be placed on more aesthetic approaches to pottery-making and thrown sculptural forms. Students will be able to express individual artistic concepts and ideas through pottery forms using various advanced ceramic techniques, which include glazing, firing, and surface treatment.

**ART 400 Clay Sculpture 3 Units**

*Prerequisite: None.*

*Advisory: ART 300 with a grade of "C" or better.*

*General Education: CSU Area C1*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is an introductory lab course in ceramics devoted to three dimensional and relief sculptural forms. There will be experimentation in combining clay and other media. A field trip to an art museum or gallery is required.

**ART 404 Intermediate Clay Sculpture 3 Units**

*Prerequisite: ART 400 with a grade of "C" or better*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an intermediate class in ceramic sculpture techniques and methods. The course will include glazing, surface treatment, and various firing processes used in clay sculpture. Focus will be placed on in-depth examination of contemporary ceramic sculpture and three-dimensional design. A field trip is required.

**ART 430 Art and Children 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101 with a grade of "C" or better*

*General Education: AA/AS Area I*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course introduces the use of tools, media, and process for studio activity in the K-12 classroom. It includes the study of basic appreciation of art history, movements, and concepts. The course combines the activity of a beginning college art course with various methods and approaches to teaching visual art.

**ART 440 Artists' Materials and Techniques 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area I

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to the general area of artists' materials and techniques in both contemporary and historical contexts. Included are the use of tools in construction of painting supports and techniques in matting, framing, and art display. Pigment, composition study and the appreciation of historical, traditional, and modern techniques in two and three dimensional media are also emphasized. One field trip is required.

**ART 443 Art Gallery Operations 3 Units**

*Prerequisite:* None

*Advisory:* ARTH 300 with a grade of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This first-semester course involves gallery preparation and maintenance as students learn gallery fundamentals in the visual arts. Involved are experiences in planning and installing exhibitions, inventory and maintenance of a permanent art collection, participation in staffing and docent activities, and gallery and student outreach programs. A field trip to a museum or gallery is required.

**ART 445 Art Gallery Operations 3 Units**

*Prerequisite:* ART 443 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This second-semester course involves further study of gallery preparation and maintenance as students learn gallery fundamentals in the visual arts. Involved are experiences in planning and installing exhibitions, lighting techniques, inventory, maintaining a permanent art collection, conservation techniques, participation in staffing and docent activities, and gallery and student outreach programs. Second-semester students do advanced studies and work on campus exhibitions, community outreach programs, and the SCC Permanent Art Collection. Two field trips are required for this class.

**ART 446 Portfolio Preparation 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed for students who are interested in the creation or revision of a portfolio in order to gain entrance to galleries as an exhibiting artist. Emphasis is on photographing, matting, and framing art, as well as preparing artists' statements, resumes, brochures, and business cards. A field trip to a gallery or museum is required.

**ART 494 Topics in Art .5-4 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 48 hours LEC; 72 hours LAB

This course is designed to give students an opportunity to study topics in art not included in current course offerings. This course may be taken four times for credit providing there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ART 495 Independent Studies in Art 1-3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Art offers students a chance to do research and/or experimentation that is more typical of advanced studies in the studio arts. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ART 498 Work Experience in Art 1-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 48 hours LEC; 72 hours LAB

This course involves 12 hours lecture and 18 hours of art-related work experience for one unit; 12 hours of lecture and 18 hours of art-related work experience can be scheduled for each additional unit. The course may be repeated four times when there is new or expanded learning on the job.

**ART 499 Experimental Offering in Art .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 36 hours LAB

This course will be an experimental offering on topics not yet covered by current Art courses or an offering that addresses topics as they arise, such as those which relate to a new media or technique. Courses will be structured around either a specific technique (such as "performance art" or "calligraphy for beginners") or a specific set of projects ("Calligraphic portfolio" or "Digital images for your portfolio"). This course can be repeated for credit four times as long as there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.



# Art History ARTH

**Degree:**  
A.A. - Art History

**Division of Humanities and Fine Arts**  
**Chris Iwata, Dean**  
**Performing Arts Center 137**  
**916-558-2551**

## Art History Associate in Arts Degree

### Program Information

The Art History major is designed to prepare students for further study in the history of art leading to the Bachelor's, Master's, and/or the Ph.D. in Art History. Art Historians with advanced degrees are college instructors, museum and gallery directors, curators, or art critics and can work for public and private collectors.

### Career Opportunities

Art historians with undergraduate degrees are placed as registrars, preparators, and curatorial staff in art museums and galleries; they can also be employed as art critics in mass media publications, such as newspapers and magazines. An advanced degree allows an art historian a wider range of possible career applications, including museums directorships, curators, instructors, preservationists, researchers, and auction house personnel.

### Upon completion of this program, the student will be able to:

- assess and evaluate the contributions of artists throughout history.
- identify and evaluate works of art or architecture according to their appropriate style and time frame.
- analyze and critique art and architecture within the context of their functions and meanings.
- research and assess theoretical information concerning the meanings and purposes of art and architecture.
- demonstrate an understanding of the history of cultures and civilizations and how art and architecture is a reflection of that history.

Required Program	Units
ARTH 304 Ancient Art .....	3
ARTH 306 Medieval Art .....	3
ARTH 308 Renaissance Tradition in Art.....	3
ARTH 310 Modern Art (3).....	3
ARTH 320 Cultural Survey of World Art (3) .....	3
or ARTH 324 Art of the Americas (3)	
or ARTH 328 Survey of African Art (3)	
or ARTH 332 Asian Art (3)	
ART 300 Elementary Drawing and Composition .....	3
HIST 300 History of Western Civilization (3).....	3
or HIST 302 History of Western Civilization (3)	
or HIST 307 History of World Civilizations to 1500 (3)	
or HIST 308 History of World Civilizations, 1500 to Present (3)	
or HIST 310 History of the United States (3)	
or HIST 311 History of the United States (3)	
or HIST 344 Survey of California History: A Multicultural Perspective (3)	
or HIST 380 History of the Middle East (3)	
A minimum of 6 units from the following: .....	6
ART 320 Design: Fundamentals (3)	
or ART 332 Oil Painting (3)	
or ART 370 Three Dimensional Design (3)	
or ART 390 Ceramics (3)	
<b>Total Units Required</b>	<b>27</b>

### Suggested Electives

ANTH 320, 324; ARTH 312, CHEM 336, COMM 316, ENGLT 400, ENGWR 302, HIST 307, 308, 360, 370, 371; HUM 300, 310, 332, 352; PHIL 330, 352, 353; SOCS 350

### Associate in Arts (A.A.) Degree

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Art History (ARTH)

### ARTH 300 Introduction to Art 3 Units

*Prerequisite:* None.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course emphasizes the history, sources, techniques, and problems of art. Included are illustrated lectures, readings, and discussions on the various manifestations of art in cultures throughout the world. This course is recommended as a basis for the understanding of art. A field trip is required.

### ARTH 302 Art: Stone Age Through the Middle Ages 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 301 or ENGWR 302 with a grade of "C" or better.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a study of the architecture, sculpture, and painting of the Near East and Europe from the Stone Age through the Middle Ages. Art works of each period are discussed and related to respective cultures. Field trips and/or individual visitation to art galleries and museums are required.

### ARTH 304 Ancient Art 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 301 or ENGWR 302 with a grade of "C" or better.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the development of Western art from the Prehistoric era through the Roman period. Emphasis is on ancient Near Eastern, Egyptian, Greek, and Roman cultures. Comparisons are made with other cultures.

**ARTH 306 Medieval Art 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or ENGWR 302 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an introduction to the origin and development of Medieval art and architecture, including the Early Christian, Byzantine, Celtic, Islamic, Romanesque, and Gothic contributions. Comparisons are made with other traditions.

**ARTH 307 Italian Renaissance Art 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or ENGWR 302 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course introduces the visual arts and architecture of Italy in the Early Modern period, from duecento (13th century) through cinquecento (16th century). Topics include the relationship between the visual arts and culture and artists and their works from the periods and styles known as the Proto-Renaissance, Renaissance, High Renaissance, and Mannerism. Relationships between Italy and other cultures, including New World civilizations, are also made.

**ARTH 308 Renaissance Tradition in Art 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or ENGWR 302 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an introduction to the development of realism and illusionism in Western art from its roots in the Greco-Roman world to its flowering in the 15th and 16th Centuries in Europe. Also emphasized are the Mannerist, Baroque, and Rococo styles. Emphasis also is on the mode of perception created through the Renaissance tradition. A field trip to an art museum is required.

**ARTH 310 Modern Art 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or ENGWR 302 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course covers 19th and 20th century art forms including painting, sculpture, and architecture in Europe and America. Styles discussed will include Impressionism, Expressionism, Cubism, and Abstract Expressionism. Emphasis is on 20th century art to 1980. A field trip to an art museum or art gallery is required.

**ARTH 312 Women in Art 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or ENGWR 302 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is a survey of art made by and for women from the Middle Ages to the present. Topics include the art of women from both European and non-European cultures. A field trip is required.

**ARTH 313 History of Western Architecture: Prehistoric to Renaissance 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or 302 ; with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course addresses the history of Western architecture from c. 2500 B.C.E. to c. 1500. Subjects covered include prehistoric European architecture and architectural monuments, architecture in the ancient world, which includes the Egyptian, Greek, and Roman cultures, and the great architecture of the European Romanesque and Gothic traditions. Architecture will be investigated for the ways in which it reflects the philosophical, cultural, and aesthetic expressions of civilizations. A field trip to view local architectural is required.

**ARTH 314 History of Western Architecture: Renaissance to Modern 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or 302 ; with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course addresses the history of architecture in the Western world from c. 1400 up to the Modernist period, c. 1900. The course covers Renaissance, Baroque, Rococo, Neoclassical, and 19th century architecture in Europe and America, and will focus on the functions and meanings of architecture within Western culture. A field trip to view local architecture is required.

**ARTH 318 History of American Art 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or ENGWR 302 with a grade of "C" or better.*

*General Education: AA/AS Area V(a); AA/AS Area I*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course covers art in America from c. 1600 to the present day. Lecture topics include Native American art and architecture prior to the arrival of Europeans, Colonial and Early American art and architecture, 19th century landscape, portraiture, and history paintings, and the rise of American art centers in the 20th century. The course emphasizes the variety of cultures in America, the breadth of American social ideals, and their expressions in art and architecture. A field trip to an art museum is required.

**ARTH 320 Cultural Survey of World Art 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 301 or ENGWR 302 with a grade of "C" or better.*

*General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an introduction to the variety and diversity of important, but often underrepresented, cultures in America. The course is a survey of art forms and the contributions made by the ethnically diverse peoples who make up and contribute to the United States culture and character. To emphasize cultural diversity, instruction will include guest lectures by multicultural artists, as well as a required field trip.

**ARTH 324 Art of the Americas 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 301 or ENGWR 302 with a grade of "C" or better.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course includes the study of the indigenous arts and artists of the Americas. Emphasis is on the Pre-Contact peoples of Mesoamerica and South America, such as the Aztec, Maya, and Inca cultures, and their contributions to colonial and modern art forms.

**ARTH 325 Native American Art History 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the art and culture of Native American peoples. It will include the native peoples of the Arctic and Subarctic regions, the Northwest Coast, the Eastern Woodlands, including the Iroquois Confederacy, the Plains, the Southwest, and California. Contemporary Native American art will also be discussed. Comparisons between individual Native American cultures will be drawn, as well as comparisons between Native and Eurocentric cultures.

**ARTH 328 Survey of African Art 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 301 or ENGWR 302 with a grade of "C" or better.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the arts of black Africa in terms of its cultural and philosophical background; its materials and techniques; and its impact on 20th Century Western art. One field trip is required.

**ARTH 330 Survey of African-American Art 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 301 or ENGWR 302 with a grade of "C" or better.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course emphasizes the art of the Black person in America, including the African roots of such art, its background in colonial and 19th century America, the Harlem Renaissance in the 1920's, and art in the service of politics in contemporary African American culture.

**ARTH 332 Asian Art 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 301 or ENGWR 302 with a grade of "C" or better.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introductory art survey of the arts of East and South-east Asian, including India, China, Korea, and Japan. It features discussion of architecture, sculpture, painting, and other significant art forms from Neolithic to modern times. The contributions of East Asian art to Western aesthetics are discussed; comparisons are also made between individual Eastern cultures and other non-western cultures.

**ARTH 334 International Contemporary Art 3 Units**

*Prerequisite:* ARTH 300 or 310 with a grade of "C" or better

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a worldwide survey of trends in art and architecture since 1980, with an emphasis on the diversity of contemporary global cultures. New art mediums, such as video, computer, and performance art are highlighted. Social and political concerns in art are another primary focus. Field trips are required.

**ARTH 360 Introduction to Museum Studies 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course provides a broad introduction to the museum world. The course focuses on theoretical and practical aspects of museums; it examines the various types of museums including art museums and galleries, history, natural history, and science museums, as well as zoos. Students will be trained in the various jobs and responsibilities within museums and galleries as they work on exhibitions, education, research, collection management, and conservation. Two field trips to local museums are required.

**ARTH 484 Ancient Art-Honors 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Enrollment Limitation:* Eligibility for admission to the Honors Program.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the development of western art from the Prehistoric era through the Roman period. Emphasis is on ancient Near Eastern, Egyptian, Greek, and Roman cultures. Comparisons are made with other cultures. The class is conducted as a seminar in which students give at least one oral presentation and write a minimum of 6,000 words, including at least two art historical analyses and one research paper.

**ARTH 486 Medieval Art-Honors 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 301 or ENGWR 302 with a grade of "C" or better.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Enrollment Limitation:* Eligibility for the Honors Program

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the origin and development of Medieval art and architecture, including the Early Christian, Byzantine, Celtic, Islamic, Romanesque, and Gothic contributions. A field trip is required. Comparisons are made with other traditions. The class is conducted as a seminar in which students give at least one oral presentation and write a minimum of 6,000 words, including at least two art historical analyses and one research paper.

**ARTH 487 Renaissance Art-Honors 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Enrollment Limitation: Eligibility for admission to the Honors Program*  
*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an introduction to the development of realism and illusionism in Western art from its roots in the Greco-Roman world to its flowering in the 15th and 16th Centuries in Europe. Mannerist, Baroque, and Rococo styles are also covered. Comparisons are also made with other traditions. The class is conducted as a seminar in which students give at least one oral presentation and write a minimum of 6,000 words, including at least two art historical analyses and one research paper.

**ARTH 488 Modern Art--Honors 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Enrollment Limitation: Eligibility for admission to the Honors Program.*  
*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course covers 19th and 20th century art forms including painting, sculpture, and architecture in Europe and America. Styles discussed will include Impressionism, Expressionism, Cubism, and Abstract Expressionism. Emphasis is on 20th century art to 1980. A field trip to an art museum or art gallery is required. This honors section leads the student through an intensive and scholarly approach to the subject matter in a seminar environment and uses an intensive instructional methodology designed to challenge motivated students. The class is conducted as a seminar in which students give at least one oral presentation and write a minimum of 6,000 words, including at least two art historical analyses and one research paper.

**ARTH 494 Topics in Art History .5-4 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC; 162 hours LAB*

This course is designed to give students an opportunity to study topics in art history not included in current course offerings. This course may be taken four times for credit providing there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ARTH 495 Independent Studies in Art History 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Art History offers students a chance to do research that is more typical of students in advanced art history courses. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ARTH 499 Experimental Offering in Art History .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course will be an experimental offering on topics not yet covered by current Art History courses or an offering that addresses topics as they arise, such as those which relate to a current art exhibit. Courses will be structured around either a specific culture ("Navajo Textiles") or a specific time period ("Quattrocento Art in Europe"). Individual course descriptions will be included in the catalog. Students may repeat the course four times for credit as long as there is no repetition of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ASTR 310 The Solar System 3 Units**

*Prerequisite:* None.  
*Advisory:* MATH 34 with a grade of "C" or better  
*General Education:* AA/AS Area IV; CSU Area B1; IGETC Area 5A  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC  
 This is a descriptive course treating the nature and evolution of the solar system. Topics will include the origins and characteristics of the planets, their satellites, planetary ring systems, asteroids, comets, meteorites, and the sun. Emphasis will be placed on how astronomers gain and refine their knowledge of the Universe and interpret the latest results of planetary exploration. Students enrolled in this course will have the opportunity to attend astronomy related off-campus activities, such as star parties.

**ASTR 320 Stars, Galaxies, and Cosmology 3 Units**

*Prerequisite:* None.  
*Advisory:* MATH 34 with a grade of "C" or better  
*General Education:* AA/AS Area IV; CSU Area B1; IGETC Area 5A  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC  
 This is a descriptive course treating the nature and evolution of stars, galaxies, and the astronomical theories of the origin and evolution of the universe. Emphasis will be placed on how astronomers gain and refine their knowledge of the universe and interpret the latest results of space exploration. Students enrolled in this course will have the opportunity to attend astronomy related off-campus activities, such as star parties.

**ASTR 330 Introduction to Astrobiology 3 Units**

*Prerequisite:* None.  
*Advisory:* MATH 34 with a grade of "C" or better.  
*General Education:* AA/AS Area IV; CSU Area B1; IGETC Area 5A  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC  
 Students in this course will investigate the scientific search for life beyond the Earth. Students will discover the origin and evolution of stars, planets, and life on Earth, also estimating the likelihood of life existing elsewhere in the universe. Students will also study past, present, and planned attempts to communicate with possible alien civilizations in our galaxy.

**ASTR 400 Astronomy Laboratory 1 Unit**

*Prerequisite:* None.  
*Corequisite:* ASTR 310 or ASTR 320  
*Advisory:* MATH 34 with a grade of "C" or better  
*General Education:* AA/AS Area IV; CSU Area B3; IGETC Area 5A  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LAB  
 This course covers astronomical observation with the eye, telescopes, astronomical quality digital cameras, and both computer-driven and hand-held spectrometers. The analysis and interpretation of astronomical data is emphasized, usually with student-collected data. Students enrolled in this class will have the opportunity to attend astronomy related off-campus activities, such as dark sky star parties.

**ASTR 435 Astronomy Frontiers 3 Units**

*Prerequisite:* ASTR 310 or 320 with a grade of "C" or better  
*Advisory:* MATH 34 with a grade of "C" or better  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC  
 This is a continuation course for students of ASTR 310 and/or ASTR 320 who want to explore the cutting edge of astronomical research. The topics covered will be based on the latest astronomical discoveries and will include such things as media coverage of science, possible missing planets in our Solar System, exoplanets, habitable zones and their connection to exoplanets, the lives of stars including black holes, groupings of stars such as open clusters and co-moving groups, exotic matter, the nature of galaxies, cosmology and its connection to the String Model, dark energy, the search for extraterrestrial life, future threats such as meteoroid impacts, climate change, and futures less dark. Emphasis will be placed on how astronomers use science to understand the Universe and the provisional nature of science.

**ASTR 494 Topics in Astronomy .5-4 Units**

*Prerequisite:* None.  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC  
 This course is designed to enable both science and non-science students to learn about recent developments in astronomy. Selected topics would be those not already a part of current course offerings. This course may be repeated up to four times for credit providing there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ASTR 495 Independent Studies in Astronomy 1-3 Units**

*Prerequisite:* None.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC  
 This is an Independent Studies course that involves an individual student or small group of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement between among college, faculty member, and student(s). UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ASTR 499 Experimental Offering in Astronomy .5-4 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC  
 See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Biology Field Ecology

## BIOL

**Degree:**  
A.S. - Biology

**Certificate of Achievement:**  
Field Ecology

**Division of Science and Allied Health**  
**James Collins, Dean**  
**Mohr Hall 18**  
**916-558-2271**

### Biology Associate in Science Degree

#### Program Information

The major is designed to meet some of the common lower-division requirements for a major in Biology.

For Students who plan to transfer, completion of the CSU General-Breadth or IGETC general education pattern is encouraged. It is highly recommended that students meet with a counselor because major and general education requirements vary for each college/university. These courses also fulfill general education requirements for allied health, biological sciences, physical sciences, computer science and engineering.

#### Career Opportunities

Biologists work as laboratory technologists, x-ray and respiratory technologists, physical therapists, physicians, nurses and researchers in the medical field; as foresters, wildlife and fisheries biologists, field ecologists, ethnobiologists, botanists, entomologists, and others in field biology and ecology; as veterinary technicians, researchers and doctors in veterinary medicine; as agronomists, plant pathologists, enologists and pest management specialists in agriculture; as educators in K-12 schools, community colleges and universities; and in many other careers.

Note: Students planning to transfer to four-year institutions are advised to meet with a counselor for general education requirements.

#### Upon completion of this program, the student will be able to:

- use the scientific method to pose questions and test hypotheses about the natural world.
- evaluate the design, analysis, and interpretation of scientific experiments.
- demonstrate an understanding of the process of biological evolution by the mechanism of natural selection.
- use and understand biological laboratory techniques and safety protocols.
- recognize and define a core set of biological terms and principles.
- compile and analyze data generated through experimentation.

#### Required Program

CHEM 400 General Chemistry (5) ..... 5  
or CHEM 305 Introduction to Chemistry (5)

A minimum of 10 units from the following:..... 10

BIOL 402 Cell and Molecular Biology (5)  
BIOL 412 Plant Biology (5)  
BIOL 422 Animal Biology (5)  
BIOL 440 General Microbiology (4)  
BIOL 430 Anatomy and Physiology (5)  
BIOL 431 Anatomy and Physiology (5)

A minimum of 8 units from the following:..... 8<sup>1</sup>

BIOL 100 Introduction to Concepts of Human Anatomy and Physiology (3)  
BIOL 305 Natural History (4)  
BIOL 308 Contemporary Biology (3)  
BIOL 309 Contemporary Biology Laboratory (1)  
BIOL 320 Field Botany (3)  
BIOL 323 Ethnobotany (4)  
BIOL 330 Natural History of Insects (3)  
BIOL 342 The New Plagues: New and Ancient Infectious Diseases Threatening World Health (3)  
BIOL 350 Environmental Biology (3)  
BIOL 360 Environmental Regulations (3)  
BIOL 362 Field Methods in Ecology (3)  
BIOL 364 Restoration Ecology (2)  
BIOL 370 Introduction to Marine Environment (4)  
BIOL 390 Natural History Field Study (0.5 - 4)  
BIOL 402 Cell and Molecular Biology (5)  
BIOL 412 Plant Biology (5)  
BIOL 422 Animal Biology (5)  
BIOL 430 Anatomy and Physiology (5)  
BIOL 431 Anatomy and Physiology (5)  
BIOL 434 Pathology: The Study of Disease (3)  
BIOL 440 General Microbiology (4)  
BIOL 464 Dinosaurs and the Science of Life (3)  
BIOL 465 Dinosaurs and the Science of Life Laboratory (1)

#### Total Units Required

**23**

<sup>1</sup>NOTE: Any of these courses may be taken to meet additional units required for electives.

#### Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Field Ecology Certificate of Achievement

### Program Information

The Field Ecology Certificate program provides the student with the training and education necessary to succeed in governmental agency and private businesses/non-profits that provide field ecology services. The students will have the opportunity to learn ecological field methods including identification of flora and fauna, quantitative assessment methods, wetland delineations, regulatory processes, restoration ecology, and geographic information systems. In addition to field methods, students will receive education in general ecological principles.

### Career Opportunities

The Field Ecology Certificate can fulfill the needs of agencies and private businesses/non-profits for entry-level ecological/environmental technicians and field biologists. Entry-level jobs can be found in governmental resource agencies at the federal, state, and local levels and in private environmental consulting businesses and private non-profit environmental organizations. This certificate program will provide advancement opportunities to those currently employed in the environmental and resource professions. In addition to updating of job skills, this certificate will provide new training and education opportunities for returning and continuing students.

### Upon completion of this program, the student will be able to:

- demonstrate the basic principles of ecology particularly in the context of field oriented biology.
- identify flora and fauna of the region.
- assess ecosystem evaluation methods and demonstrate competence in ecosystem analysis methodologies.
- examine the regulatory processes and agencies involved with environmental regulations at the local, state, and federal levels.
- understand the evolutionary process and its role in ecosystems.

Required Program	Units
BIOL 305 Natural History .....	4
BIOL 320 Field Botany.....	3
BIOL 360 Environmental Regulations .....	3
BIOL 362 Field Methods in Ecology.....	3
<b>Subtotal Units</b>	<b>13</b>

### Pathway 1

BIOL 412 Plant Biology (5).....	5
or BIOL 422 Animal Biology (5)	

A minimum of 5 units from the following: .....

BIOL 323 Ethnobotany (4)	
BIOL 330 Natural History of Insects (3)	
BIOL 332 Introduction to Ornithology (3)	
BIOL 350 Environmental Biology (3)	
BIOL 364 Restoration Ecology (2)	
BIOL 370 Introduction to Marine Environment (4)	
BIOL 390 Natural History Field Study (0.5 - 4)	
BIOL 494 Topics in Biology (0.5 - 4)	
GEOG 330 Introduction to Geographic Information Systems (3)	
GEOG 332 Introduction to Desktop GIS (2)	
GEOG 333 Intermediate Desktop GIS (2)	
GEOL 345 Geology of California (3)	
CHEM 320 Environmental Chemistry (4)	
BIOL 352 Conservation Biology at ARC (4)	
Pathway 1 Units:.....	10
<b>Total Units Required</b>	<b>23</b>

### Pathway 2

A minimum of 10 units from the following: .....

BIOL 323 Ethnobotany (4)	
BIOL 330 Natural History of Insects (3)	
BIOL 332 Introduction to Ornithology (3)	
BIOL 350 Environmental Biology (3)	
BIOL 364 Restoration Ecology (2)	
BIOL 370 Introduction to Marine Environment (4)	
BIOL 390 Natural History Field Study (0.5 - 4)	
BIOL 494 Topics in Biology (0.5 - 4)	
GEOG 330 Introduction to Geographic Information Systems (3)	
GEOG 332 Introduction to Desktop GIS (2)	
GEOG 333 Intermediate Desktop GIS (2)	
GEOL 345 Geology of California (3)	
CHEM 320 Environmental Chemistry (4)	
BIOL 352 Conservation Biology at ARC (4)	
Pathway 2 Units: .....	10
<b>Total Units Required</b>	<b>23</b>

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Biology (BIOL)

### BIOL 100 Introduction to Concepts of Human Anatomy and Physiology 3 Units

*Prerequisite: None.*

*Advisory: AH 110 (Medical Language for Health-Care Providers), ENGRD 110 (Efficient Reading) or ESLR 320 (Advanced-Low Reading), and ENGWR 51 (Developmental Writing) or ESLW 310 (Intermediate-High Writing), and BIOL 290 (Science Study Skills) with grades of "C" or better.*

*General Education: AA/AS Area IV*

*Hours: 54 hours LEC*

This introductory lecture course provides an overview of the basic anatomy and physiology of all eleven body systems and is required for students entering the licensed vocational nursing and occupational therapy assistant programs. It is designed for students having little or no background in the biological sciences. The course is also open to those intending to pursue studies in the biological sciences who need to strengthen or develop a vocabulary in human anatomy and physiology.

### BIOL 290 Science Skills and Applications .5 Unit

*Prerequisite: None.*

*Corequisite: Current enrollment in a science course.*

*Hours: 27 hours LAB*

This course offers individualized instructional modules designed to provide or improve skills in the various science courses. A partial list of skills may include the following: textbook comprehension, principles of learning and retention, note taking, annotating, discipline-based vocabulary, paraphrasing, reading graphics, test taking, spatial ability, proportionality, and problem solving. Registration is open through the ninth week of the semester. To begin the course any later than that week would not permit completion of course material. This course may be taken four times for credit and is graded Pass/No Pass.

### BIOL 295 Independent Studies in Biology 1-3 Units

*Prerequisite: None*

*Hours: 54 hours LEC*

See Independent Studies.

**BIOL 299 Experimental Offering in Biology .5-4 Units**

*Prerequisite: None*

*Hours: 72 hours LEC; 27 hours LAB*

See Experimental Offerings

**BIOL 305 Natural History 4 Units**

*Prerequisite: None.*

*General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

The course is a survey of ecosystems in California with a special emphasis on the relationships between the species, adaptations of those species to their environment, and general ecological concepts. Students will explore the environment and diversity of organisms occurring in our geographical area but will be able to apply this knowledge to other areas as well. Attendance on a minimum of one field trip is required. The course is designed for the non-science major.

**BIOL 308 Contemporary Biology 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is a survey of biological science intended to equip the student to think and act intelligently with respect to contemporary issues in biology. Biological topics are introduced in a framework of natural selection. The course is for those not intending to major in biological sciences, particularly liberal studies majors. Genetics is a significant focus of the course, as are origin of cellular life, cellular physiology, and diversity of organisms. A laboratory illustrating the principles introduced is offered as an optional accompanying course.

**BIOL 309 Contemporary Biology Laboratory 1 Unit**

*Prerequisite: None.*

*Corequisite: BIOL 308*

*General Education: CSU Area B3; IGETC Area 5B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course is an optional laboratory accompaniment to BIOL 308. The sessions will illustrate biological phenomena and their relationship to contemporary concerns and discoveries in biology.

**BIOL 320 Field Botany 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area IV*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is designed for both science and nonscience students to learn about plant taxonomy. Students will learn about the classification of flowering plants, how to identify plant species, and will become familiar with native plants of California as well as their ecological relationships and historical uses. A plant collection and a minimum of 10 field trips are required.

**BIOL 323 Ethnobotany 4 Units**

*Prerequisite: None.*

*General Education: AA/AS Area IV; AA/AS Area VI; CSU Area B2; CSU Area B3; IGETC Area 5B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This introductory course focuses on the concepts, questions, and methods of ethnobotany (the scientific study of the interactions between plants and humans). Students will use the scientific method to investigate the ecological and biological traits of plants, how these traits have shaped multicultural human use, and have also been affected by humans. Topics include plant structure and reproduction, biodiversity and plant evolution in natural and cultivated systems, traditional ecological knowledge and management techniques, ethnobotanical research methods and ethical issues, and a comparison of plant use by various cultures for food, medicine, shelter, basketry, and dyes. Laboratory topics include plant identification, experimental investigation of medicinal and food value of selected plants, traditional preparation of selected plants, preparation of herbarium specimens, and analysis of plant fibers and dyes. One field trip is required.

**BIOL 330 Natural History of Insects 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area IV*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course provides an introduction to the science of Entomology. Approximately eighty percent (80%) of all known species of animals are insects; therefore, they often have a profound effect on human civilization. Insects are extremely successful animals, and despite their small size, they affect many aspects of human lives. All varieties of natural and modified ecosystems, both terrestrial and aquatic, support communities of insects that present a variety of lifestyles, forms, and functions. Through the study of insects, students can observe the major principles of numerous fields of study including ecology, ethology (behavioral ecology), population, and community ecology, among others, right in their own backyards. Due to their diversity and presence in all kinds of environments, insects provide a good framework for making scientific observations. Attendance on one field trip is required.

**BIOL 332 Introduction to Ornithology 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area IV*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 108 hours LAB*

This introductory course covers the biology and natural history of birds. Topics include the evolutionary origins of birds and flight, avian physiology and sensory systems, migration, social behavior, reproduction, and conservation. Laboratory work explores bird structure and function and teaches the taxonomic classification and identification of birds, particularly those found in California and the western United States. Field trips (which may include one or two overnight trips) are required; students study bird identification, behavior, and ecology.



**BIOL 342 The New Plagues: New and Ancient Infectious Diseases Threatening World Health 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area E1; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course will explore the biology, epidemiology, and pathology of selected pathogenic prions, viruses, bacteria, protozoa, and helminthes threatening public health worldwide. The course will also explore how human behavior and human activities have catalyzed the emergence of new infectious diseases and re-emergence of ancient plagues.

**BIOL 350 Environmental Biology 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area IV; CSU Area B2; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides both biology majors and non-majors with instruction in human interactions with the environment and resolutions to potential conflicts that develop due to this interaction. Understanding how life affects environments and ecosystems is an integral part of the biological sciences. To achieve this understanding, biological and ecological principles are examined as they relate to the natural environment. Major topics include the function and structure of ecosystems and ecological processes, the effects of natural selection on populations, the role of biodiversity on the maintenance of ecosystems, the variety of human impacts on terrestrial, aquatic, and atmospheric systems, and the application of the scientific method in the examination of these effects. Attendance on one class field trip is required in this course.

**BIOL 360 Environmental Regulations 3 Units**

*Prerequisite:* None.

*Advisory:* BIOL 305 and ENGWR 101 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course examines the environmental regulatory process in California. Federal and California environmental laws will be studied and discussed. Relevant laws include: The National Environmental Policy Act, Federal Endangered Species Act, Marine Mammal Protection Act, Clean Water Act, Clean Air Act, Rivers and Harbors Act, California Environmental Quality Act, California Endangered Species Act, and California Coastal Act. In addition, the jurisdictional wetland delineation process will be studied in detail including field work to demonstrate the process. Students will be introduced to these regulations during lectures and will participate in discussions of the regulatory process. One field trip is required.

**BIOL 362 Field Methods in Ecology 3 Units**

*Prerequisite:* BIOL 305 (Natural History) AND BIOL 320 (Field Botany) or equivalent college-level courses (college-level ecology course with lecture and lab may substitute for BIOL 305; plant taxonomy course using the Jepson Manual may substitute for BIOL 320) with a grade of "C" or better.

*Advisory:* ENGWR 101 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to methods for sampling and studying a variety of organisms in the field with a particular emphasis on the vegetation, macroinvertebrates, fish, and wildlife of the area. The goals are to gain experience and develop skills in the following areas: identification of plants and animals, first-hand knowledge of a wide array of organism life histories, quantitative field research techniques and procedures applicable to plants and animals, and recording of data and observations in a field notebook. Required field trips (approximately eight) are to local and regional habitats and focus on seasonally relevant events and processes and appropriate methodologies to study these communities. Extensive field work is required, therefore; the student would need to be in good physical condition to navigate uneven ground and withstand adverse weather conditions.

**BIOL 364 Restoration Ecology 2 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

Restoration ecology is the science of creation, management, and perpetuation of wildlife habitat. This course will examine this subject through lectures about existing and on-going habitat restoration techniques in the Sacramento area and visits to some of these restored areas to observe firsthand the restoration methods, management, and success of the sites. Students may have the opportunity to meet the scientists currently working in this field and employing these technologies. Several field trips to local restoration sites occur during the class.

**BIOL 370 Introduction to Marine Environment 4 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course is an introduction to marine biology and oceanography. It includes the study of marine vertebrates and invertebrates, tidepool and coastal ecology, sea water, tides, currents, marine geology, and coastal processes. Instruction includes both lab and lecture, and required field trips to study intertidal plants and animals and coastal ecology. Three field trips are required. Two of these involve tent camping over one two-day and one three-day weekend and will focus on the North and Central California Coast. Field trip dates will be announced at the first class meeting.

**BIOL 390 Natural History Field Study .5-4 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 24 hours LEC; 144 hours LAB

Ecology and natural history are covered in the field as well as birds, mammals, fish, insects, reptiles, and amphibians. Plants and geology will be studied and their interrelations investigated. The course will be offered in an appropriate area, and students will be responsible for providing their own lodging, meals, and necessary equipment. Camp sites will be available. This course is ideal for future teachers, parents, resource management majors, and those interested in the biological sciences. Units are awarded based on both lecture and laboratory (one unit per 18 hours lecture or 54 hours laboratory or a combination of lecture and laboratory hours). This course may be taken up to three times.

**BIOL 402 Cell and Molecular Biology 5 Units**

*Prerequisite:* Completion of CHEM 400 with a grade of "C" or better, or CHEM 305 and Intermediate Algebra with a grade of "C" or better.

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This is the first semester of a three-semester sequence in general biology designed for biology majors. It is an introduction to many aspects of living cells, with an emphasis on the molecular level of organization. Topics include an introduction to biological molecules, enzymes, cell structure, respiration, photosynthesis, reproduction, genetics and an introduction to statistical analysis. The course also covers molecular genetics, structure and function of viruses, DNA technology and genetic engineering techniques.

**BIOL 412 Plant Biology 5 Units**

*Prerequisite:* BIOL 402 or equivalent course with a grade of "C" or better.

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This course is part of a three-semester general biology sequence designed for biology majors. It builds upon and applies concepts developed in Cell and Molecular Biology to the study of plants and general ecology. Topics covered include the diversity, taxonomy, and evolutionary trends observed among the cyanobacteria, algae, fungi, and plants, with special emphasis on higher plants; the comparative anatomy and physiology of higher plants; and general ecology, including population, community, and ecosystem dynamics. Two field trips are required.

**BIOL 422 Animal Biology 5 Units**

*Prerequisite:* BIOL 402 or an equivalent college-level Cell and Molecular Biology course with a grade of "C" or better.

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This is part of a three-semester sequence in general biology designed for biology majors. It applies concepts developed in BIOL 402 to the study of animals and evolution. Topics covered include animal diversity and classification, comparative anatomy and physiology, animal embryology and development. Additional topics include an introduction to population genetics, macro- and microevolution, and speciation. Emphasis will be placed on the evolutionary relationships among animals, their adaptations to different environments, and the evolutionary origin of novel characteristics throughout the animal kingdom.

**BIOL 430 Anatomy and Physiology 5 Units**

*Prerequisite:* CHEM 305, 309, or 400 with a grade of "C" or better

*Advisory:* AH 110, BIOL 100, BIOL 290, or CHEM 306

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This course is an introduction to normal structure and function in humans. The course emphasizes an understanding of physiological principles as related to body structure. The course includes study of the basic principles of physiology and anatomy, general histology, and the integumentary, skeletal, muscular, and nervous systems. BIOL 431 follows BIOL 430 and is necessary for completion of the study of human anatomy and physiology.

**BIOL 431 Anatomy and Physiology 5 Units**

*Prerequisite:* BIOL 430 or the equivalent with a grade of "C" or better.

*Advisory:* AH 110 with a grade of "C" or better

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

BIOL 431 is the continued study of normal structure and function in humans. Included in the course is the study of the circulatory, respiratory, digestive, urinary, reproductive, and endocrine systems. Special topics included in the course are pH, fluids, and electrolytes.

**BIOL 434 Pathology: The Study of Disease 3 Units**

*Prerequisite:* BIOL 431 with a grade of "C" or better

*General Education:* AA/AS Area IV; CSU Area B2; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course applies physiological concepts to the development of disease in humans. This course includes the pathogenesis, signs and symptoms and treatment and care of major diseases and cancers of the organ systems of the body. Biochemical, cellular, and organ changes that take place during disease development will also be emphasized. This course is intended for students who are about to enter an allied health program.

**BIOL 440 General Microbiology 4 Units**

*Prerequisite:* CHEM 305 or CHEM 309 or CHEM 400 or equivalent with a grade of "C" or better.

*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 72 hours LAB

The course includes the study of selected evolutionary, ecological, morphological, physiological, and biochemical aspects of representative micro-organisms. The laboratory includes staining, microscopic examination and identification of microbes, prokaryotic ecology, aseptic technique and isolation of microbes, microbial growth media, control of microbial growth including antibiotic sensitivity testing, metabolism, genetics, taxonomy, protists, fungi, helminths, and arthropod vectors. This course is intended for students in allied health majors.

**BIOL 444 Water and Wastewater Microbiology 3 Units**

*Prerequisite:* CHEM 326 with a grade of "C" or better  
*General Education:* AA/AS Area IV; CSU Area B2; CSU Area B3  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course includes general concepts in microbiology and cell biology relevant to the role of microorganisms in water and wastewater treatment. Key concepts include selected evolutionary, ecological, morphological, physiological, and biochemical aspects of representative microorganisms found in water and particularly in wastewater. The laboratory includes aseptic techniques, culturing techniques, metabolism, genetics, and taxonomy. This course is intended for students in the Water Treatment Plant Operator or Wastewater Treatment Plant Operator Career Certificate and Mechanical-Electrical Technology Associate of Science Degree programs.

**BIOL 464 Dinosaurs and the Science of Life 3 Units**

*Prerequisite:* None.  
*General Education:* AA/AS Area IV; CSU Area B2; IGETC Area 5B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course investigates the evolution, form, function and extinction of dinosaurs as a means of introducing students to scientific principles that are common to all forms of life on Earth. Topics will include scientific methodology; the mechanisms of evolution; the structure, early history and geologic processes of the Earth; the evolutionary history of life on Earth; the diversity, ecology, physiology and behavior of dinosaurs; birds as dinosaurs. Additional topics will include proposed mechanisms of dinosaur extinction including meteor impacts, volcanic plume events, global winters, global greenhouse warming, acid rain, and how each may occur today; the structure and function of DNA, cellular reproduction, DNA and cloning technologies and whether they can be used to resurrect extinct organisms such as dinosaurs.

**BIOL 465 Dinosaurs and the Science of Life Laboratory 1 Unit**

*Prerequisite:* None.  
*Corequisite:* Completion of BIOL 464 with a grade of "C" or better or concurrent enrollment in BIOL 464.  
*General Education:* CSU Area B3; IGETC Area 5B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LAB

This course is an optional laboratory component to accompany BIOL 464. The laboratory sessions will allow students to engage in hands-on investigations to broaden and deepen their understanding of concepts discussed and developed in BIOL 464. Students may take this course either concurrently with or any time after completion of BIOL 464.

**BIOL 494 Topics in Biology .5-4 Units**

*Prerequisite:* BIOL 320 with a grade of "C" or better; or college-level Plant Taxonomy course with an emphasis in field identification with a grade of "C" or better.  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC; 216 hours LAB

This course is designed to enable both science and non-science students to learn about recent developments in biology. Selected topics would not include those that are part of current course offerings. This course may be taken four times for credit providing there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**BIOL 495 Independent Studies in Biology 1-3 Units**

*Prerequisite:* None.  
*Enrollment Limitation:* Student must obtain approval from an instructor to conduct an independent study with that instructor or instructors.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is for students who wish to develop an in-depth understanding in fundamental topics of biology and to learn to work in a collaborative atmosphere with instructors and other students. Instructor approval is required to enroll in this course. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**BIOL 499 Experimental Offering in Biology .5-4 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC; 36 hours LAB  
 See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Business****BUS, BUSTEC, MGMT, MKT, RE****Degrees:**

A.S. - Accounting (see Accounting)  
 A.A. - Business Administration  
 A.S. - Business, General  
 A.S. - Bookkeeping and Office Management  
 A.S. - Management  
 A.S. - Small Business Management  
 A.S. - Marketing  
 A.S. - Marketing, Advertising  
 A.S. - Virtual Office and Management Technologies, Level D  
 A.S. - Real Estate

**Division of Business**

**Deborah Saks, Dean**  
**Business Building 213**  
**916-558-2581**

**Certificates of Achievement:**

Accounting (see Accounting)  
 Bookkeeping and Office Management  
 Management  
 Small Business Management  
 Retail Management  
 Marketing  
 Office Administration - Computer Keyboarding and Office Applications  
 Office Administration - Clerical General Office, Level A  
 Office Administration - Introduction to Computerized Office Technologies, Level B  
 Office Administration - Business Operations and Management Technology, Level C  
 Office Administration - Virtual Office and Management Technologies, Level D  
 Real Estate

**Certificate:**

Customer Service

**Program Information**

Within the Business area, specific majors are available in Accounting, Advertising, Bookkeeping, Customer Service, Insurance, Management, Marketing, Office Administration, Real Estate, Retail Management, and Small Business Management. Further information on these majors can be found under the specific program.

The business-required courses provide a framework around which business students may structure a program to prepare themselves for the workplace. These courses provide the minimum knowledge, skills, and abilities required to get a job and successfully complete course-work in both two- and four-year business degree programs.

**Business, General****Associate in Science Degree****Program Information**

The business-required courses provide a framework around which business students may structure a program to prepare themselves for the workplace. These courses provide the minimum knowledge, skills, and abilities required to get a job and successfully complete course-work in both two- and four-year business degree programs.

**Career Opportunities**

Account Executive; Analyst; Bank Employee; Buyer; Clerk; Data-Entry Clerk; Data-Entry Specialist; Entrepreneur; Government Service; Insurance Representative; Manager; Marketing; Marketing Research; Office Assistant; Public Administration; Purchasing Agent; Retail/Industrial Sales.

**Upon completion of this program, the student will be able to:**

- identify and explain the major functional areas of the business organizations including management, marketing, finance, and accounting.
- demonstrate leadership skills and abilities that are effective in managing a multicultural workforce.
- analyze practical business problems and utilize critical thinking and research skills in the evaluation of alternative solutions.
- apply accounting concepts and principles in making decisions about business operations.
- integrate management principles related to finance, personnel, products, services and information.
- communicate effectively verbally and in writing in various business settings.
- apply commonly used computer application programs to compose relevant business documents.

<b>Required Program</b>	<b>Units</b>
ACCT 101 Fundamentals of College Accounting (3).....	3-4
or ACCT 301 Financial Accounting (4)	
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic .....	1
Document Formatting	
BUS 300 Introduction to Business.....	3
ECON 302 Principles of Macroeconomics (3) .....	3
or ECON 100 Introduction to Economics (3)	
CISC 300 Computer Familiarization .....	1
BUS 330 Managing Diversity in the Workplace .....	3
BUS 345 Law and Society (3).....	3
or BUS 340 Business Law (3)	
BUS 310 Business Communications .....	3
BUS 100 English for the Professional .....	3
CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
MGMT 304 Introduction to Management Functions (3) .....	3
or MGMT 372 Human Relations and Organizational Behavior (3)	
MKT 300 Principles of Marketing .....	3
A minimum of 3 units from the following: .....	3
BUS 105 Business Mathematics (3)	
ECON 310 Economic Statistics (3)	
<b>Total Units Required</b>	<b>35-36</b>

#### **Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program, plus the general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## **Business Administration**

### **Associate in Arts Degree**

#### **Program Information**

This program is designed for those who plan to continue their study of Business Administration at a four-year university. It meets the common core of lower-division courses required by most colleges and universities. Students should confer with their counselor regarding the specific transfer and general education requirements of the college they wish to attend. Some colleges and universities may have different requirements.

#### **Career Opportunities**

A business degree prepares students for a variety of careers including, but not limited to: accountant, analyst, banker, budget analyst, business consultant, entrepreneur, financial planner, human resource manager, operations manager, public relations specialist, public sector manager, recruiter, retail store manager, sales representative, school administrator, and supervisor.

#### **Upon completion of this program, the student will be able to:**

- appraise and explain the major functional areas of the business organizations including management, marketing, finance, and accounting.
- demonstrate leadership skills and abilities that are effective in managing a multicultural workforce.
- analyze practical business problems and utilize research and critical thinking to evaluate and recommend alternative solutions.
- incorporate accounting concepts and principles in making decisions about business operations.
- research and integrate management principles into the areas of finance, personnel, products, services, and information.
- effectively communicate verbally and in writing in various business settings.
- apply commonly used computer application programs to create relevant business documents.

<b>Required Program</b>	<b>Units</b>
ACCT 301 Financial Accounting.....	4
ACCT 311 Managerial Accounting.....	4
BUS 300 Introduction to Business.....	3
CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISA 340 Presentation Graphics.....	2
CISC 305 Introduction to the Internet .....	1
CISC 320 Operating Systems.....	1
ECON 302 Principles of Macroeconomics.....	3
ECON 304 Principles of Microeconomics.....	3
STAT 300 Introduction to Probability and Statistics (4) .....	4
or STAT 480 Introduction to Probability and Statistics – Honors (4)	
MATH 342 Modern Business Mathematics.....	3
<b>Total Units Required</b>	<b>31</b>

#### **Suggested Elective**

BUS 340

#### **Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## **Bookkeeping and Office Management**

### **Associate in Science Degree**

### **Certificate of Achievement**

#### **Program Information**

The Bookkeeping and Office Management program is designed for those who aspire to work in a dynamic business office environment, prepared to assume a variety of administrative and bookkeeping duties. The program prepares students to manage the day-to-day operations of an office environment and handle multiple priorities, including bookkeeping transactions, supervision of office staff, and preparation of business documents.

#### **Career Opportunities**

The Bookkeeping and Office Management curriculum provides education for employment in office management for all sizes and types of businesses including small businesses, government agencies, non-profit organizations, and private and public corporations.

#### **Upon completion of this program, the student will be able to:**

- demonstrate effective oral and written communication skills that can be applied in various business settings.
- solve basic mathematical problems and prepare accounting reports using spreadsheet technology.
- incorporate accounting concepts and principles in making decisions about business operations.
- compose relevant business documents using intermediate-level skills and current office suite software programs.
- compare, judge, and evaluate a variety of current management philosophies when applied to business management situations.
- demonstrate individual responsibility, personal integrity, respect, and leadership skills and abilities that are effective in managing an office environment.
- formulate original ideas and concepts in addition to integrating the ideas of others into the problem solving process.

<b>Required Program</b>	<b>Units</b>
ACCT 101 Fundamentals of College Accounting .....	3
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
BUS 300 Introduction to Business.....	3
CISC 300 Computer Familiarization .....	1
ACCT 301 Financial Accounting .....	4
BUS 310 Business Communications .....	3
BUS 100 English for the Professional .....	3
CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
MGMT 372 Human Relations and Organizational Behavior .....	3
MGMT 304 Introduction to Management Functions.....	3
MGMT 309 Introduction to Supervision .....	3
A minimum of 3 units from the following: .....	3
BUS 105 Business Mathematics (3)	
ECON 310 Economic Statistics (3)	
<b>Total Units Required</b>	<b>33</b>

**Suggested Electives**

ACCT 341; BUS 345, 498; CISA 306, 311, 323

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Business, Management****Associate in Science Degree****Program Information**

This program is designed for those who wish to progress to positions of responsibility in Business from entry-level positions in management and related business areas. This curriculum has a two-fold purpose: (1) to assist students in becoming desirable entry-level employees; and, (2) to help students acquire the knowledge, skill, and understanding needed as preparation for positions in management.

**Upon completion of this program, the student will be able to:**

- analyze real or potential business problems and research, develop, evaluate, and test possible solutions using creativity, critical thinking, and technology skills.
- compare, judge, and evaluate a variety of current management philosophies when applied to business management situations.
- demonstrate individual responsibility, personal integrity, respect, and leadership skills and abilities that are effective in managing diverse people and cultures.
- develop effective oral and written communication skills that can be applied in various business settings.
- formulate original ideas and concepts in addition to integrating the ideas of others into the problem-solving process.
- demonstrate the ability to comprehend, apply, and evaluate standards of ethical behavior in various business situations.
- differentiate between the various career paths available in business management and develop the knowledge and skills necessary to prepare for a management career.

<b>Required Program</b>	<b>Units</b>
ACCT 101 Fundamentals of College Accounting (3).....	3-4
or ACCT 301 Financial Accounting (4)	
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
BUS 300 Introduction to Business .....	3
CISC 300 Computer Familiarization .....	1
BUS 330 Managing Diversity in the Workplace .....	3
MGMT 304 Introduction to Management Functions .....	3
MGMT 309 Introduction to Supervision .....	3
MGMT 372 Human Relations and Organizational Behavior .....	3
A minimum of 3 units from the following:.....	3
BUS 105 Business Mathematics (3)	
ECON 310 Economic Statistics (3)	
A minimum of 9 units from the following:.....	9
BUS 340 Business Law (3)	
or BUS 345 Law and Society (3)	
BUS 310 Business Communications (3)	
CISA 305 Beginning Word Processing (2)	
CISA 310 Introduction to Electronic Spreadsheets (1)	
ECON 302 Principles of Macroeconomics (3)	
or ECON 100 Introduction to Economics (3)	
A minimum of 6 units from the following:.....	6
BUS 350 Small Business Management/Entrepreneurship (3)	
MGMT 306 Introduction to Public Administration (3)	
MGMT 308 Personnel and Human Resources Management (3)	
MKT 300 Principles of Marketing (3)	
MKT 316 Public Relations (3)	
<b>Total Units Required</b>	<b>38-39</b>

**Suggested Electives**

ACCT 311, BUS 320 or FCS 304, BUS 498, ECON 304

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Business, Management****Certificate of Achievement****Program Information**

This program is designed for those who wish to progress to positions of responsibility in Business from entry-level positions in management and related business areas. This curriculum has a two-fold purpose: (1) to assist students in becoming desirable entry-level employees; and (2) to help students acquire the knowledge, skill, and understanding needed as preparation for positions in management.

**Upon completion of this program, the student will be able to:**

- analyze real or potential business problems and research, develop, evaluate, and test possible solutions using creativity, critical thinking, and technology skills.
- compare, judge, and evaluate a variety of current management philosophies when applied to business management situations.
- demonstrate individual responsibility, personal integrity, respect, and leadership skills and abilities that are effective in managing diverse people and cultures
- develop effective oral and written communication skills that can be applied in various business settings.
- demonstrate the ability to comprehend, apply, and evaluate standards of ethical behavior in various business situations.
- differentiate between the various career paths available in business management and develop the knowledge and skills necessary to prepare for a management career.

Required Program	Units
BUS 330 Managing Diversity in the Workplace .....	3
MGMT 304 Introduction to Management Functions .....	3
MGMT 309 Introduction to Supervision .....	3
MGMT 372 Human Relations and Organizational Behavior .....	3
A minimum of 6 units from the following:.....	6
MGMT 306 Introduction to Public Administration (3)	
MGMT 308 Personnel and Human Resources Management (3)	
MKT 300 Principles of Marketing (3)	
BUS 350 Small Business Management/Entrepreneurship (3)	
MKT 316 Public Relations (3)	
<b>Total Units Required</b>	<b>18</b>

#### Certificate of Achievement

A Certificate of Achievement may be obtained by completing the concentration requirements (18 units) with grades of "C" or better.

## Business, Retail Management

### Certificate of Achievement

#### Program Information

This program provides an overview of the retail industry and the skills needed to succeed in this arena. It is designed to provide training for those wishing to be owners, managers, or employees of retail organizations. The certificate meets the needs of industry leaders, such as the Western Association of Food Chains (WAFC).

#### Career Opportunities

Buyer, department supervisor, store manager, entrepreneur, customer service representative.

#### Upon completion of this program, the student will be able to:

- recognize retailing trends, applications, and the variables involved in service retailing.
- incorporate principles of product development, pricing, distribution strategies, promotion strategies, and market research.
- evaluate practical business problems and utilize critical thinking in the determination of alternative solutions.
- analyze the organization necessary for effective purchasing procedure in a large organization.
- incorporate principles of product development, pricing, distribution strategies, promotion strategies, and market research.
- integrate management principles when dealing with issues in the areas of finance, personnel, products, services, and information.
- demonstrate an ability to effectively communicate business principles verbally and in writing.
- utilize critical thinking in the determination of alternative solutions.

Required Program	Units
ACCT 101 Fundamentals of College Accounting (3) .....	3-4
or ACCT 301 Financial Accounting (4)	
BUS 310 Business Communications (3) .....	3
or BUS 100 English for the Professional (3)	
CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
MGMT 304 Introduction to Management Functions .....	3
MGMT 308 Personnel and Human Resources Management.....	3
MGMT 372 Human Relations and Organizational Behavior .....	3
MKT 300 Principles of Marketing .....	3
MKT 312 Retailing .....	3
COMM 301 Introduction to Public Speaking (3) .....	3
or COMM 321 Interpersonal Communication (3)	
BUS 105, Business Mathematics .....	3
<b>Total Units Required</b>	<b>30-31</b>

#### Certificate of Achievement

A Certificate of Achievement may be obtained by completion of the required courses with grades of "C" or better.

## Business, Small Business Management

### Associate in Science Degree

#### Program Information

This program is designed for those who aspire to start their own businesses or pursue positions in management in smaller companies. The curriculum has a two-fold purpose: 1) to acquaint students with the unique aspects of small businesses, and 2) to help students acquire the knowledge, skill, and understanding they need as preparation for positions in management.

#### Upon completion of this program, the student will be able to:

- assess the feasibility of starting a business venture.
- research and compose a business plan suitable for planning and financing purposes.
- evaluate real or potential small business problems and apply appropriate management, finance, accounting, marketing, and technology solutions.
- develop effective oral and written communication skills that can be applied in various business settings.
- demonstrate the ability to comprehend, apply, and evaluate standards of ethical behavior in various business situations.
- formulate original ideas and concepts in addition to integrating the ideas of others into the problem solving process.

Required Program	Units
ACCT 101 Fundamentals of College Accounting (3) .....	3-4
or ACCT 301 Financial Accounting (4)	
BUS 300 Introduction to Business.....	3
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
CISC 300 Computer Familiarization .....	1
MKT 300 Principles of Marketing .....	3
MKT 310 Selling Professionally.....	3
MKT 314 Advertising.....	3
BUS 350 Small Business Management/Entrepreneurship.....	3
A minimum of 3 units from the following:.....	3
BUS 105 Business Mathematics (3)	
ECON 310 Economic Statistics (3)	

A minimum of 9 units from the following:..... 9  
 BUS 310 Business Communications (3)  
 BUS 340 Business Law (3)  
     or BUS 345 Law and Society (3)  
 CISA 305 Beginning Word Processing (2)  
 CISA 310 Introduction to Electronic Spreadsheets (1)  
 ECON 302 Principles of Macroeconomics (3)  
     or ECON 100 Introduction to Economics (3)  
 MGMT 304 Introduction to Management Functions (3)  
 MGMT 372 Human Relations and Organizational Behavior (3)

A minimum of 6 units from the following:..... 6  
 BUS 210 The Business Plan (1)  
 BUS 212 Marketing for Small Businesses (1)  
 BUS 214 Financing a Small Business (1)  
 BUS 216 Essential Records for the Small Business (1)  
 BUS 218 Management Skills for the Small Business (1)  
 BUS 220 Retailing and Merchandising for the  
     Small Business (1)  
 MGMT 304 Introduction to Management Functions (3)  
 MGMT 372 Human Relations and Organizational Behavior (3)  
 MKT 330 Internet Marketing (3)

**Total Units Required** **38-39**

#### Suggested Electives

ACCT 341, BUS 320 or FCS 304, BUS 498, MGMT 309, MKT 312

#### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of the required program, concentration requirements, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Business, Small Business Management Certificate of Achievement

#### Program Information

This program is designed for those who aspire to start their own businesses or pursue positions in management in smaller companies.

The curriculum has a two-fold purpose: 1) to acquaint students with the unique aspects of small businesses, and 2) to help students acquire the knowledge, skill, and understanding they need as preparation for positions in management.

#### Upon completion of this program, the student will be able to:

- assess the feasibility of starting a business venture.
- research and compose a business plan suitable for planning and financing purposes.
- evaluate real or potential small business problems and apply appropriate management, finance, accounting, marketing, and technology solutions.
- develop effective oral and written communication skills that can be applied in various business settings.
- demonstrate the ability to comprehend, apply, and evaluate standards of ethical behavior in various business situations.

#### Required Program

Units

ACCT 101, Fundamentals of College Accounting ..... 3  
 BUS 300 Introduction to Business..... 3  
 BUS 350 Small Business Management/Entrepreneurship..... 3  
 MKT 300 Principles of Marketing ..... 3

A minimum of 3 units from the following:..... 3  
 BUS 210 The Business Plan (1)  
 BUS 212 Marketing for Small Businesses (1)  
 BUS 214 Financing a Small Business (1)  
 BUS 216 Essential Records for the Small Business (1)  
 BUS 218 Management Skills for the Small Business (1)  
 BUS 220 Retailing and Merchandising for the  
     Small Business (1)

A minimum of 3 units from the following:..... 3  
 BUS 310 Business Communications (3)  
 BUS 320 Concepts in Personal Finance (3)  
     or FCS 304 Concepts in Personal Finance (3)  
 MGMT 304 Introduction to Management Functions (3)  
 MGMT 372 Human Relations and Organizational Behavior (3)  
 MKT 314 Advertising (3)  
 MKT 312 Retailing (3)  
 MKT 330 Internet Marketing (3)  
 MKT 316 Public Relations (3)

**Total Required for Certificate** **18**

#### Certificate of Achievement

A Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Business, Marketing Associate in Science Degree

#### Program Information

The marketing program is designed for those who wish to pursue a career in marketing, marketing communications, or sales and progress into positions of higher responsibility. This curriculum has a two-fold purpose: 1) to introduce students to the principles of marketing, and 2) to help students acquire the knowledge, skill, and understanding they need as preparation for positions in Marketing.

#### Career Opportunities

Sales and sales management, retail management, advertising, e-marketing, product management, marketing research, public relations, international marketing, services marketing.

#### Upon completion of this program, the student will be able to:

- identify and explain the major functional areas of business organizations, including management, marketing, finance, and accounting.
- describe consumer buying behavior and evaluate which marketing communications will most effectively meet the needs of the marketplace.
- employ the principles of product development, pricing, distribution, promotion, and market research in the development and execution of marketing strategy.
- demonstrate professional sales skills by effectively identifying and responding to customers' needs.
- apply the elements of marketing planning to relevant business situations.
- develop and select appropriate strategy, execution, and media for advertising.
- distinguish among the different concepts of ethics and social responsibility.
- formulate original ideas and concepts in addition to integrating the ideas of others into the problem solving process.
- evaluate practical business problems and utilize critical thinking in the determination of alternative solutions.



<b>Required Program</b>	<b>Units</b>
ACCT 101 Fundamentals of College Accounting (3).....	3-4
or ACCT 301 Financial Accounting (4)	
BUS 300 Introduction to Business.....	3
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic	
Document Formatting .....	1
CISC 300 Computer Familiarization .....	1
MKT 300 Principles of Marketing .....	3
MKT 310 Selling Professionally.....	3
MKT 314 Advertising.....	3
 A minimum of 3 units from the following:.....	 3
BUS 105 Business Mathematics (3)	
ECON 310 Economic Statistics (3)	
 A minimum of 9 units from the following:.....	 9
BUS 310 Business Communications (3)	
BUS 345 Law and Society (3)	
or BUS 340 Business Law (3)	
CISA 305 Beginning Word Processing (2)	
CISA 310 Introduction to Electronic Spreadsheets (1)	
ECON 100 Introduction to Economics (3)	
or ECON 302 Principles of Macroeconomics (3)	
MGMT 304 Introduction to Management Functions (3)	
MGMT 372 Human Relations and Organizational Behavior (3)	
 A minimum of 9 units from the following:.....	 9
BUS 310 Business Communications (3)	
BUS 350 Small Business Management/Entrepreneurship (3)	
MKT 312 Retailing (3)	
MKT 316 Public Relations (3)	
MKT 330 Internet Marketing (3)	
 <b>Total Units Required</b>	 <b>38-39</b>

**Suggested Electives**

BUS 212, BUS 220, BUS 330, BUS 498

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completing the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Business, Marketing

### Certificate of Achievement

**Program Information**

A Marketing Certificate of Achievement will provide a general concentration covering all aspects of marketing. Students will gain skills that will prepare them for a successful career in marketing. Marketing is a dynamic area of study that includes a variety of career opportunities, which include advertising, sales, entrepreneurship, retailing, marketing services, public relations, and marketing management.

**Career Opportunities**

Sales and sales management, retail management, advertising, e-marketing, product management, marketing research, public relations, international marketing, services marketing.

**Upon completion of this program, the student will be able to:**

- identify and explain the major functional areas of business organizations, including management, marketing, finance, and accounting.
- describe consumer buying behavior and evaluate which marketing communications will most effectively meet the needs of the marketplace.
- employ the principles of product development, pricing, distribution, promotion, and market research in the development and execution of marketing strategy.
- demonstrate professional sales skills by effectively identifying and responding to customers' needs.
- apply the elements of marketing planning to relevant business situations.
- develop and select appropriate strategy, execution, and media for advertising.
- distinguish among the different concepts of ethics and social responsibility.

**Required Program****Units**

BUS 300 Introduction to Business.....	3
MKT 300 Principles of Marketing .....	3
MKT 310 Selling Professionally.....	3
MKT 314 Advertising.....	3

A minimum of 6 units from the following:..... 6

BUS 210 The Business Plan (1)	
BUS 212 Marketing for Small Businesses (1)	
BUS 220 Retailing and Merchandising for the Small Business (1)	
BUS 330 Managing Diversity in the Workplace (3)	
MGMT 372 Human Relations and Organizational Behavior (3)	
or MGMT 304 Introduction to Management Functions (3)	
MKT 312 Retailing (3)	
MKT 316 Public Relations (3)	
MKT 330 Internet Marketing (3)	

**Total Units Required****18****Certificate of Achievement**

A Certificate of Achievement may be obtained by completion of the Required Program with grades of "C" or better.

## Business, Marketing, Advertising Associate in Science Degree

### Program Information

This program provides the knowledge and skills necessary for advertising work with print media, electronic and broadcast media, retail and general business organizations, and advertising agencies.

### Career Opportunities

Advertising, e-marketing, product management, public relations, services marketing, media planning, media buying, copywriter, communications.

### Upon completion of this program, the student will be able to:

- develop and select the appropriate strategy, execution, and media for advertising and promotion.
- employ the principles of product development, pricing, distribution, promotion, and market research in the development and execution of marketing strategy.
- describe the consumer decision-making process and how marketing communications influence decisions.
- analyze consumer buying behavior and recommend how to utilize marketing communications most effectively to meet consumer needs.
- apply design techniques to create effective marketing materials.
- distinguish among the different concepts of ethics and social responsibility.
- identify and explain the major functional areas of business organizations, including management, marketing, finance, and accounting.
- formulate original ideas and concepts in addition to integrating the ideas of others into the problem solving process.
- evaluate practical business problems and utilize critical thinking in the determination of alternative solutions.

### Required Program

	Units
ACCT 101 Fundamentals of College Accounting (3) ..... or ACCT 301 Financial Accounting (4)	3-4
BUS 300 Introduction to Business.....	3
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
CISC 300 Computer Familiarization .....	1
MKT 300 Principles of Marketing .....	3
MKT 310 Selling Professionally.....	3
MKT 314 Advertising.....	3
A minimum of 3 units from the following:.....	3
BUS 105 Business Mathematics (3)	
ECON 310 Economic Statistics (3)	
A minimum of 9 units from the following:.....	9
BUS 310 Business Communications (3)	
BUS 345 Law and Society (3) or BUS 340 Business Law (3)	
CISA 305 Beginning Word Processing (2)	
CISA 310 Introduction to Electronic Spreadsheets (1)	
ECON 100 Introduction to Economics (3) or ECON 302 Principles of Macroeconomics (3)	
MGMT 304 Introduction to Management Functions (3)	
MGMT 372 Human Relations and Organizational Behavior (3)	
A minimum of 9 units from the following:.....	9
ART 300 Elementary Drawing and Composition (3)	
ART 302 Elementary Drawing and Composition (3)	
ART 320 Design: Fundamentals (3)	
ART 322 Design: Image and Content (3)	
MKT 316 Public Relations (3)	
MKT 330 Internet Marketing (3)	
PHOTO 301 Beginning Photography (3)	

**Total Units Required**

**38-39**

### Suggested Electives

BUS 212, BUS 498

### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completing required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Office Administration

### Computer Keyboarding & Office Applications Certificate of Achievement

### Program Information

This certificate program prepares students to utilize various office applications software programs and key complex documents using proper formatting and technique for a variety of business and/or personal uses. This program is especially designed for students with little or no keyboarding or software applications experience, but it is also challenging enough for those who have experience typing and using office applications. Students will learn to use the computer keyboard by touch and progress to typing at least 40 words per minute. Students will use computer applications to create and edit business documents and develop solutions for complex business problems.

### Career Opportunities

Due to the increase of office automation, computer keyboarding and office applications skills are used in a variety of career fields. No longer is typing and word processing left solely up to a secretary or administrative assistant. Professionals in many occupations use keyboarding skills and office applications on a regular basis including account executives, accountants, administrative assistants, administrators, auditors, authors, bookkeepers, call center representatives, computer programmers, computer technicians, customer service representatives, data entry operators, doctors, editors, engineers, lawyers, managers, medical record scanners, reporters, project managers, sales representatives, researchers, software engineers, stenographers, supervisors, teachers, and virtual assistants to name a few. This program will meet the needs of students who want to be able to type correctly and use office applications effectively in their present or future careers.

### Upon completion of this program, the student will be able to:

- analyze, arrange, and type letters, memorandums, tables, and reports according to formatting and accuracy standards.
- touch type 40+ WPM for 5 minutes with a maximum of 1 error/minute.
- compose effective business employment documents such as cover letters and applications.
- utilize knowledge and skills learned in the classroom to real world business situations.
- compose business documents using various features of current office suite programs.
- research, prepare, and present on-screen presentations.
- solve business problems using spreadsheets as a tool.
- identify and correct spelling errors quickly and accurately.
- operate a numeric keypad by touch at a rate of 10,000 or more keystrokes an hour with 98 percent accuracy.
- demonstrate understanding of copyright laws, legal issues, social and ethical issues related to computer use.
- use basic Windows operating system commands to format disk, view, copy, move and erase files; create sub-directories.
- manipulate and manage files using a file manager.
- customize Windows using the Control Panel.
- establish folders (directories) and subfolders (sub-directories) for information management.

Required Program	Units
BUSTEC 100.1 Keyboarding Skills: Beginning .....	1
BUSTEC 100.2 Keyboarding Skills: Intermediate .....	1
BUSTEC 100.3 Keyboarding Skills: Advanced .....	1
BUSTEC 300.1 Beginning Keyboarding/Applications: Introduction ....	1
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
BUSTEC 300.3 Beginning Keyboarding/Applications: Advanced Document Formatting .....	1
BUSTEC 101 Computer Keyboarding: 10-Key.....	1
CISC 300 Computer Familiarization .....	1
CISA 305 Beginning Word Processing .....	2
CISA 340 Presentation Graphics.....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISA 311 Intermediate Electronic Spreadsheets (1)..... <sup>2</sup> and CISC 320 Operating Systems (1) or CISA 306 Intermediate Word Processing (2)	2 <sup>1</sup>
<b>Total Units Required</b>	<b>15</b>

<sup>1</sup>Fiscal Office Option: CISA 311 and CISC 320;  
General Office Option: CISA 306

### Certificate of Achievement

The Certificate of Achievement may be obtained by completing the concentration requirements with grades of "C" or better.

## Office Administration

### Clerical General Office, Level A Certificate of Achievement

#### Program Information

This program is designed for students who are interested in working in a business office. Students will receive classroom instruction followed by on-the-job work experience that will equip them to be successful in an entry-level clerical position in an office environment.

#### Career Opportunities

Upon completion of this certificate, possible job opportunities will include: office assistant, general clerical worker, office clerk, records clerk, and information clerk.

#### Upon completion of this program, the student will be able to:

- demonstrate effective oral and written communication.
- key at least 28 WPM by touch.
- use office software to create, save, edit, and print documents.
- demonstrate proficiency using electronic forms of communication.
- support basic administrative procedures in an office environment.
- research information using the Internet.

Required Program	Units
CISC 300 Computer Familiarization (1) .....	1-3
or CISC 310 Introduction to Computer Information Science (3)	
BUS 100 English for the Professional .....	3
BUS 105 Business Mathematics .....	3
BUS 310 Business Communications .....	3
BUSTEC 100.1 Keyboarding Skills: Beginning (1) or BUSTEC 300.1 Beginning Keyboarding/Applications: Introduction (1).....	1
BUSTEC 115 Records Management.....	2
BUSTEC 110 Business Procedures for Professional Success .....	3

A minimum of 1 unit from the following: ..... 1  
BUS 498 Work Experience in Business (1-4)

**Total Units Required** **17-19**

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Office Administration

### Introduction to Computerized Office Technologies, Level B Certificate of Achievement

#### Program Information

This program prepares students for increased responsibilities in an administrative office where an emphasis on computer applications is required or desired.

#### Career Opportunities

This program prepares students for employment as accounting clerks, payroll clerks, administrative clerks, and general office clerks.

#### Upon completion of this program, the student will be able to:

- demonstrate effective oral and written communication.
- compose business documents using current office suite programs.
- research solutions to business problems using electronic and print sources.
- calculate payroll and prepare federal and state payroll tax returns.
- identify, record, transfer, and summarize business transactions.
- prioritize electronic and printed records.
- demonstrate the ability to key at least 40 WPM by touch.

Required Program	Units
BUSTEC 100.1 Keyboarding Skills: Beginning .....	1 <sup>1</sup>
BUSTEC 100.2 Keyboarding Skills: Intermediate .....	1 <sup>2</sup>
BUSTEC 100.3 Keyboarding Skills: Advanced .....	1 <sup>3</sup>
BUSTEC 110 Business Procedures for Professional Success .....	3
BUSTEC 115 Records Management.....	2
BUSTEC 300.1 Beginning Keyboarding/Applications: Introduction .....	1
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
BUSTEC 300.3 Beginning Keyboarding/Applications: Advanced Document Formatting .....	1
BUS 100 English for the Professional .....	3
BUS 105 Business Mathematics .....	3
BUS 310 Business Communications .....	3
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISC 300 Computer Familiarization .....	1
CISA 305 Beginning Word Processing .....	2
CISC 305 Introduction to the Internet .....	1
ACCT 101 Fundamentals of College Accounting .....	3
<b>Total Units Required</b>	<b>28</b>

<sup>1</sup>Waived for students who demonstrate keying over 40 Net Words per minute on a five-minute timed test.

<sup>2</sup>Waived for students who demonstrate keying over 40 Net Words per minute on a five-minute timed test.

<sup>3</sup>Waived for students who demonstrate keying over 40 Net Words per minute on a five-minute timed test.

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Office Administration

### Business Operations and Management Technology, Level C Certificate of Achievement

#### Program Information

This program prepares students for the ever-changing business environment by offering a variety of courses that will help students learn and keep up with the technologies and resources that are used by business professionals on a daily basis.

#### Career Opportunities

This program prepares students for employment as administrative assistants, human resources assistants, data entry operators, billing clerks, bookkeepers, accounting clerks, and auditing clerks.

#### Upon completion of this program, the student will be able to:

- evaluate primary/secondary research findings and draw conclusions.
- compose complicated business documents using intermediate-level skills and current office suite software programs.
- calculate payroll and prepare federal and state payroll tax returns.
- identify, record, transfer, and summarize business transactions.
- arrange alphabetic and numeric records from printed and electronic sources.
- solve business problems using sophisticated management technology.

#### Required Program

	Units
BUSTEC 300.1 Beginning Keyboarding/Applications: Introduction .....	1
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
BUSTEC 300.3 Beginning Keyboarding/Applications: Advanced Document Formatting .....	1
BUSTEC 101 Computer Keyboarding: 10-Key.....	1
BUS 310 Business Communications .....	3
BUS 100 English for the Professional .....	3
BUS 105 Business Mathematics .....	3
MGMT 372 Human Relations and Organizational Behavior (3) or MGMT 304 Introduction to Management Functions (3)	3
CISC 300 Computer Familiarization .....	1
CISA 306 Intermediate Word Processing .....	2
CISA 311 Intermediate Electronic Spreadsheets .....	1
BUSTEC 115 Records Management.....	2
BUSTEC 110 Business Procedures for Professional Success .....	3
ACCT 101 Fundamentals of College Accounting .....	3
<b>Total Units Required</b>	<b>28</b>

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Office Administration

### Virtual Office and Management Technologies, Level D Associate in Science Degree Certificate of Achievement

#### Program Information

This exciting degree program is designed for students who desire to work in office administration or office management careers. Students who enjoy the challenges of learning new technologies and the flexibility of working outside of the typical office environment will be interested in this program. Students who have ever considered a career in which they could work from home should complete this degree.

#### Career Opportunities

This program prepares students for careers as virtual entrepreneurs, office supervisors, administrative support supervisors, and administrative assistants.

#### Upon completion of this program, the student will be able to:

- generate effective business documents by composing and formatting employment documents, business presentations, and formal reports that exhibit a clear understanding of the structure of English grammar, word usage, spelling, punctuation, and business vocabulary using office-level software.
- demonstrate proficiency in and apply industry-standard methods to manual and electronic records management, storage, and retrieval of records.
- assemble in small groups to conduct research including assessing Internet options in the search for relevant information.
- evaluate and prepare various financial statements for business transactions.
- assess a variety of management philosophies to management problems using cognitive skills to make appropriate decisions.
- deduce practical problem solving, analytical, and critical thinking skills to function successfully as consumers, employees, and business persons.
- apply knowledge and skills learned in the classroom to real world business situations.

#### Required Program

	Units
BUSTEC 300.1 Beginning Keyboarding/Applications: Introduction .....	1
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
BUSTEC 300.3 Beginning Keyboarding/Applications: Advanced Document Formatting .....	1
CISA 340 Presentation Graphics.....	2
BUSTEC 115 Records Management .....	2
BUS 100 English for the Professional .....	3
BUS 310 Business Communications .....	3
BUS 105 Business Mathematics .....	3
ACCT 101 Fundamentals of College Accounting .....	3
MGMT 304 Introduction to Management Functions (3)..... or MGMT 372 Human Relations and Organizational Behavior (3)	3
BUSTEC 352 Virtual Entrepreneurship: Creating and Operating a Home-based Online Business .....	3 <sup>1</sup>
A minimum of 2 units from the following:.....	2 <sup>2</sup>
WEXP 298 Work Experience in (Subject) (1 - 4)	
<b>Total Units Required</b>	<b>27</b>

<sup>1</sup> This course replaces BUSTEC 350. BUSTEC 350 at SCC only can be used to fulfill this requirement.

<sup>2</sup> Work experience must be in area related to Degree or Certificate.

#### Suggested Electives

CISC 306, CISC 351; MKT 316; COMM 301; BUSTEC 101

#### Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to equal a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Business, Real Estate

### Associate in Science Degree Certificate of Achievement

#### Program Information

The associate degree program in real estate focuses on the practical application and understanding of the concepts utilized in real estate markets, and the real estate career fields. Course work includes real estate principles, legal aspects of real estate, real estate practice, real estate finance, real estate economics, and appraisal.

#### Career Opportunities

Career Opportunities include Real Estate Salesperson, Real Estate Broker, Real Estate Appraiser, Real Estate Investor, and Small Business Owner.

#### Upon completion of this program, the student will be able to:

- identify and explain the major functional areas of real estate, including legal aspects, finance, economics, real estate practice and appraisal.
- develop leadership skills and abilities that are effective in a real estate environment.
- analyze practical real estate problems and utilize research and critical thinking to evaluate and recommend alternative solutions.
- integrate real estate principles related to finance, law, products, services, and information.
- assess current real estate market conditions.
- recommend appropriate sales strategies, based on market conditions.
- develop the necessary background and qualifications for the California Real Estate Brokers and Salesperson license examinations.

#### Required Program

	<b>Units</b>
ACCT 101 Fundamentals of College Accounting (3).....	3-4
or ACCT 301 Financial Accounting (4)	
BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting .....	1
BUS 300 Introduction to Business.....	3
CISC 300 Computer Familiarization .....	1
RE 300 California Real Estate Principles .....	3
RE 330 Legal Aspects of Real Estate .....	3
RE 310 Real Estate Practice .....	3
RE 320 Real Estate Finance .....	3
RE 342 Real Estate Appraisal .....	3
RE 360 Real Estate Economics.....	3
RE 380 Computer Applications in Real Estate.....	3

A minimum of 6 units from the following: .....

- MKT 310 Selling Professionally (3)
- MKT 314 Advertising (3)
- ECON 302 Principles of Macroeconomics (3)
- RE 344 Advanced Appraisals (3)
- RE 350 Real Property Management (3)
- RE 497 Internship in Real Estate (4)

A minimum of 3 units from the following:.....

- ECON 310 Economic Statistics (3)
- BUS 105 Business Mathematics (3)

#### Total Units Required

**38-39**

#### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completing the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completing the required program with grades of "C" or better.

## Business, Customer Service

### Certificate

#### Program Information

Businesses with exceptional customer service flourish, but it is often difficult for employees to obtain the requisite skills while on the job. The Customer Service certificate program offers skills and techniques today that can be implemented in the workplace tomorrow. In addition to the basic areas of customer service, communication, team building, and attitude, several other topics are incorporated, which will enhance any employee's overall job performance, as well as improve service to customers.

#### Upon completion of this program, the student will be able to:

- explain why it is so important for businesses to provide excellent quality service.
- demonstrate verbal and nonverbal workplace communication skills.
- identify attitude problems and demonstrate the skills required to maintain a positive attitude in the workplace.
- apply the leadership skills necessary to manage high performance teams.
- recognize the importance of ethics and values in the workplace and formulate a personal ethical philosophy.
- combine workplace skills with other key interpersonal skills (time management, change management, stress management, decision making, problem solving) to effectively meet the needs of customers.

#### Required Program

	<b>Units</b>
BUS 260 Communicating With Customers.....	.5
BUS 261 Exceptional Customer Service.....	.5
BUS 262 Team Building in the Workplace .....	.5
BUS 263 Attitude in the Workplace .....	.5

A minimum of two (2) units from the following: .....

- BUS 264 Ethics and Values in the Workplace (.5)
- BUS 265 Stress Management in the Workplace (.5)
- BUS 266 Time Management in the Workplace (.5)
- BUS 267 Dealing With Conflict in the Workplace (.5)
- BUS 268 Decision Making & Problem Solving in the Workplace (.5)
- BUS 269 Organizational Change (.5)

#### Total Units Required

**4**

#### Certificate

The Certificate may be obtained by completion of the required program with grades of "C" or better.

## Business (BUS)

### **BUS 100 English for the Professional 3 Units**

*Prerequisite:* ENGWR 51 and ENGRD 110, or ESLW 320 and ESLR 320 with grades of "C" or better.

*Advisory:* Credit for BUSTEC 100.1 or completion of BUSTEC 300.1 with a grade of "C" or better.

*Hours:* 54 hours LEC

This course is designed to prepare students for business communication. It presents principles of correct and effective English usage as applied in business. Included are skills and techniques of written communication, sentence structure, word usage, punctuation, spelling, business vocabulary, and business document formatting. Emphasis is placed on critical thinking and effective writing techniques through analyzing written communication and composing and organizing paragraphs into effective business documents. Computer skills are needed to format business documents and search the Internet for information. Proofreading skills are emphasized throughout the course.

### **BUS 105 Business Mathematics 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 11 OR ESLR 320, and MATH 27 with grades of "C" or better; OR placement through assessment process.

*Hours:* 54 hours LEC

This course is a review of basic mathematical skills and introduces equations and formulas in solving for unknowns. Applications of mathematics in business include such areas as banking, commercial discounts, retail and wholesale markup-markdown, payroll computations, simple and compound interest, bank discount, present value, inventory valuation, depreciation, and financial statements. This course is recommended for every major in business.

### **BUS 205 Entrepreneurship Quick Start 6 Units**

*Prerequisite:* None.

*Hours:* 108 hours LEC

The Entrepreneurship Quick Start program is an intensive retraining program targeting professionals who want to open their own successful businesses. Entrepreneurs will learn how to develop a marketing plan, a strategic plan, a general business plan, an accounting system, and a logo design; how to understand state and federal procurement procedures; and how to obtain the necessary licensing to do business.

### **BUS 210 The Business Plan 1 Unit**

*Prerequisite:* None.

*Hours:* 18 hours LEC

This course offers an organized, step-by-step approach to creating and preparing a business plan for a small business. This plan will enable managers and owners to identify areas of specific risk and solve problems before commencing operations of the business.

### **BUS 212 Marketing for Small Businesses 1 Unit**

*Prerequisite:* None.

*Hours:* 18 hours LEC

This course emphasizes how a small business or non-profit organization can market its service or product to its customers. The student will learn about ways to improve the marketing mix, identify target markets, and develop a marketing plan.

### **BUS 214 Financing a Small Business 1 Unit**

*Prerequisite:* None.

*Hours:* 18 hours LEC

This course discusses the various approaches the business owner may take to obtain the necessary capital for a small business. This course will focus on determining the start-up costs, and projecting monthly and yearly costs. Financial ratios and analysis of financial statements are covered.

### **BUS 216 Essential Records for the Small Business 1 Unit**

*Prerequisite:* None.

*Hours:* 18 hours LEC

This course emphasizes the various types of records that a small business must keep and the types of business licenses that must be obtained. The focus will be on financial, employment, and tax records. A simple, easy-to-use recordkeeping system will be covered.

### **BUS 218 Management Skills for the Small Business 1 Unit**

*Prerequisite:* None.

*Hours:* 18 hours LEC

A small business owner must understand and motivate others to help the business reach its objectives. This course covers such functions as planning and organizing work flow, delegating responsibilities, understanding leadership styles, decision-making, stress and time management, and working with employee organizations.

### **BUS 220 Retailing and Merchandising for the Small Business 1 Unit**

*Prerequisite:* None.

*Hours:* 18 hours LEC

This course will emphasize retailing concepts such as inventory control and turnover rates, selecting merchandise sources, using trade and cash discounts, pricing, markup and markdown, and shrinkage control. Students will also learn how to develop a merchandising plan, inventory control system, and assess consumer behavior and demographics.

### **BUS 260 Communicating With Customers .5 Unit**

*Prerequisite:* None.

*Hours:* 9 hours LEC

This course is designed to introduce the student to the key elements of communication and its importance in providing exceptional customer service. Topics will include verbal and nonverbal communication as well as listening skills. Emphasis will be placed on how to effectively and constructively communicate with internal and external customers. The goal is to provide practical, hands-on skills to non-management level personnel.

### **BUS 261 Exceptional Customer Service .5 Unit**

*Prerequisite:* None.

*Hours:* 9 hours LEC

This course is designed to provide the student with certain key skills and attitudes in order to effectively meet the needs of customers. The student will be introduced to the concepts of internal and external customers, customer satisfaction, and customer retention. Topics will also include communicating with customers, developing a positive attitude, handling complaints, and sales skills. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 262 Team Building in the Workplace .5 Unit***Prerequisite: None.**Hours: 9 hours LEC*

This course is designed to provide the student with an understanding of team building and the role teams play in providing exceptional customer service. Students will learn how effective teams work, common problems teams encounter, and how to resolve them. They will learn to recognize and deal with various coworker personalities and team player styles. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 263 Attitude in the Workplace .5 Unit***Prerequisite: None.**Hours: 9 hours LEC*

This course is designed to introduce the student to the subject of attitude and the importance of a positive attitude in providing exceptional customer service. Certain key skills will help participants maintain a positive attitude in the workplace and at home. The student will be introduced to the concepts of how attitudes are communicated and how to adjust one's own attitude. Topics will also include the primary causes of a bad attitude and specific techniques to improve the attitudes of others. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 264 Ethics and Values in the Workplace .5 Unit***Prerequisite: None.**Hours: 9 hours LEC*

This course will acquaint the student with the importance of ethics and values in delivering exceptional customer service. Students will learn how to evaluate ethical behavior, how to determine what influences our values, and how values influence actions. Emphasis will be placed on developing a personal ethical philosophy and helping others do the right thing. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 265 Stress Management in the Workplace .5 Unit***Prerequisite: None.**Hours: 9 hours LEC*

This course is designed to acquaint the student with the elements of stress management and its importance in providing exceptional customer service. Topics will include the recognition of stress, causes of stress, and the benefits of managing stress. Emphasis will be placed on a multitude of ways to handle stress in order to have a more productive professional and personal life. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 266 Time Management in the Workplace .5 Unit***Prerequisite: None**Hours: 9 hours LEC*

This course is designed to introduce the student to the principles of time management and the importance of managing time efficiently in providing exceptional customer service. Specific tools that assist in making the maximum use of one's time will be discussed. Emphasis will be placed on how to prioritize, identifying time wasters, delegation, and goal setting. Basic concepts of managing space will also be covered. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 267 Dealing With Conflict in the Workplace .5 Unit***Prerequisite: None.**Hours: 9 hours LEC*

This course is designed to introduce the student to the subject of conflict management and the importance of managing conflict in providing exceptional customer service. Topics will include the meaning of conflict, the causes of conflict between individuals and groups within an organization, and strategies for resolving interpersonal conflict. Emphasis will be placed on how to deal with difficult people, and how to bring out the best in others. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 268 Decision Making & Problem Solving in the Workplace .5 Unit***Prerequisite: None.**Hours: 9 hours LEC*

This course is designed to introduce the student to the role and importance of effective decision making and problem solving in providing exceptional customer service. Emphasis will be placed on recognized techniques for solving problems, common traps to avoid when making decisions, and tools for generating creative solutions. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 269 Organizational Change .5 Unit***Prerequisite: None.**Hours: 9 hours LEC*

This course is designed to provide the student with an understanding of organizational change and the role it plays in providing exceptional customer service. Topics will include understanding organizational change, theoretical models of change, stages of change, and how to survive and thrive when an organization changes. The goal is to provide practical, hands-on skills to non-management level personnel.

**BUS 294 Topics in Business .5-4 Units***Prerequisite: None.**Hours: 72 hours LEC*

This course is designed to give students an opportunity to study topics in business not included in current course offerings. This course may be taken four times for credit providing there is no duplication of topics.

**BUS 300 Introduction to Business 3 Units***Prerequisite: None.**Advisory: ENGWR 51 or ESLW 50 with a grade "C" or better.**General Education: AA/AS Area V(b)**Course Transferable to UC/CSU**Hours: 54 hours LEC*

Introduction to Business is a survey business course providing a multidisciplinary examination of how culture, society, human behavior and economic systems interact with legal, international, political, and financial institutions to affect business policy and practices within the U.S. and the global marketplace. Students will evaluate how these influences impact the primary areas of business including: organizational structure and design; leadership, human resource management, and organized labor practices; marketing; organizational communication; technology; entrepreneurship; legal, accounting, and financial practices; the stock and securities markets; and therefore, affect a business' ability to achieve its organizational goals.

**BUS 310 Business Communications 3 Units**

*Prerequisite:* BUS 100 or ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* Credit for BUSTEC 100.1 or BUSTEC 300.1 at 28+ net words per minute, or equivalent

*General Education:* AA/AS Area II(a); AA/AS Writing Competency

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course focuses on the use of communication within the global business environment. It includes the psychology, principles, and methods used by managers and professionals in the process of communicating with coworkers, employees, employers, customers, and constituents. Analytical skills are used to critique, plan, organize, compose, and edit business documents. Style, appearance, tone, vocabulary, grammar, punctuation, and reader appeal are stressed for effective oral, electronic, and written communication. A formal analytical research paper using APA or MLA style citations and graphics is required. Students will conduct primary and secondary research to draw conclusions and make recommendations. The results of the formal research paper will be presented in an oral presentation using presentation software.

**BUS 320 Concepts in Personal Finance 3 Units**

*Same As:* FCS 304

*Prerequisite:* None.

*Advisory:* ENGWR 51 or ESLW 50 with a grade of "C" or better.

*General Education:* AA/AS Area III(b); CSU Area E1

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to teach students to analyze their own finances. Elements and concepts of financial planning will be examined such as: budgeting, taxes, borrowing, money management, insurance, investments, and retirement. Students may receive credit for FCS 304 or BUS 320 but not for both.

**BUS 325 Investments and Financial Management 3 Units**

*Same As:* ECON 330

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

Fundamentals of Investment Management and Financial Markets will provide important information that individuals should know before investing their funds or managing investments. The course will be equally valuable to those who have little or no knowledge of investing and financial markets as well as those who are already investors and want to sharpen their skills. The course will provide a blend of the traditional and modern approaches to investment decision making (and financial markets). The traditional approach is largely descriptive, while the modern approach emphasizes quantitative techniques. Credit may be awarded for ECON 330 or BUS 325, but not for both.

**BUS 330 Managing Diversity in the Workplace 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; CSU Area D7

*Course Transferable to CSU*

*Hours:* 54 hours LEC

The course examines the leadership skills and abilities needed to manage a multicultural workforce. A primary focus is placed upon the workplace impact of various historical, social, and cultural experiences/perspectives related to gender, age, race, ethnicity, and disability. Workforce issues related to the diversity of the American consumer and global consumer impact on the United States are analyzed.

**BUS 340 Business Law 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to law in its relationship to the environment of business. The course covers the American legal system as an instrument of economic, social, and political control. It stresses basic business torts, business crimes, contracts and sales transactions, agency, legal structures of business, government regulation, and property rights.

**BUS 345 Law and Society 3 Units**

*Prerequisite:* None.

*General Education:* CSU Area D8; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course benefits students in every major by making all students aware of their rights and obligations under the law. They will be introduced to the American common law system, with emphasis on the practical aspects, theory behind the law, and on the law as a reflection of society. Areas studied include the U.S. Constitution, the Court and legal systems, law of Crimes, Torts, Contracts, Landlord-Tenant Relationships, Employment, and Family Law. This course is not to be taken in place of BUS 340, Business Law, where required.

**BUS 350 Small Business Management/Entrepreneurship 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This class covers the various elements in starting and operating a small business. Students will learn to develop a business plan, find financial resources, meet legal requirements, develop management techniques, understand marketing concepts and techniques, and other topics of interest to the small business entrepreneur.

**BUS 495 Independent Studies in Business .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

See Independent Studies.

**BUS 498 Work Experience in Business 1-4 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area III(b)

*Enrollment Limitation:* Students must be currently employed or participating in an internship to receive credit for this course.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 300 hours LAB

This course is designed to provide students with effective job development skills that will assist them in obtaining and keeping an internship or a job in the student's major area. Course content will include understanding the application of education to the workforce; the responsibilities of an internship (where applicable) or a job; completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the workplace or internship site; and developing workplace (soft) skills relevant to the 21st century workplace. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the student to combine practical, paid



or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for up to 16 units. In addition, the student and the Work Experience instructor may tailor the course to meet the student's specific professional needs by identifying 1-4 workshops, trainings, or conferences that the student may attend as part of the curriculum of the Business 498 class. Only one Work Experience course may be taken per semester. Business includes Accounting, Business, Computer Information Science, Management, Marketing, and Real Estate. The class will explore the use of modern personnel management principles such as employee appraisal, interviewing, and self-motivation.

**BUS 499 Experimental Offering in Business .5-4 Units**

*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 See Experimental Offerings

## Business Technology (BUSTEC)

**BUSTEC 100 Keyboarding Skills 1-3 Units**

*Prerequisite: None.*  
*Advisory: ENGRD 110 and ENGWR 51, or ESLR 310 and ESLW 50 with grades of "C" or better.*  
*Hours: 54 hours LEC; 54 hours LAB*  
 This computer skill building course is open to students who desire to learn the keyboard and build speed and accuracy. Individualized skill improvement plans are based on a computerized assessment of keyboarding speed and accuracy. This course is graded credit/no credit. Students will earn a unit of credit for each module successfully completed.

**BUSTEC 100.1 Keyboarding Skills: Beginning 1 Unit**

*Prerequisite: None.*  
*Advisory: ENGRD 110 and ENGWR 51, or ESLR 310 and ESLW 50 with grades of "C" or better.*  
*Hours: 18 hours LEC; 18 hours LAB*  
 This introductory keyboarding course is designed for students who desire to learn the computer keyboard by touch. Students will learn to type the alphabetic, numeric, and corresponding symbol keys using the touch-type method. Emphasis is placed on good finger position, speed, and accuracy. This is a good course for students to take regardless of their majors. BUSTEC 100.1 may be taken two times for credit, provided there is no duplication of topics. This course is graded Pass/No Pass.

**BUSTEC 100.2 Keyboarding Skills: Intermediate 1 Unit**

*Prerequisite: BUSTEC 300.1 with a grade of "C" or better or BUSTEC 100.1 with credit, and the ability to touch-type at least 28 words per minute for two minutes with a maximum of five errors.*  
*Advisory: ENGRD 110 and ENGWR 51, or ESLR 310 and ESLW 50 with grades of "C" or better.*  
*Hours: 18 hours LEC; 18 hours LAB*  
 This intermediate course builds on the skills learned in the prerequisite course(s). BUSTEC 100.2 is designed for students who have the ability to touch-type but want to increase their keyboarding speed and accuracy. An individualized skill improvement plan will be developed during the first week of the course. This plan is based on a computerized assessment of current keyboarding speed, accuracy, and technique.

Students must meet or exceed their prescribed goals in order to receive credit for this course. Students who want to learn to format business documents using an Office-level word processing program should enroll in BUSTEC 300.2. BUSTEC 100.2 is not open to students who have already received credit for two units of BUSTEC 100. This course is graded credit/no credit.

**BUSTEC 100.3 Keyboarding Skills: Advanced 1 Unit**

*Prerequisite: Credit for BUSTEC 100.2*  
*Advisory: ENGRD 110 and ENGWR 51, or ESLR 310 and ESLW 50 with grades of "C" or better.*  
*Hours: 18 hours LEC; 18 hours LAB*  
 This advanced course is open to students who have successfully completed BUSTEC 100.2. An individualized skill improvement plan will be developed during the first week of the course. This plan is based on a computerized assessment of current keyboarding speed, accuracy, and technique. Students must meet or exceed their prescribed goal in order to receive credit. This course is not open to students who have already received credit for three units of BUSTEC 100. This course is graded credit/no credit.

**BUSTEC 101 Computer Keyboarding: 10-Key 1 Unit**

*Prerequisite: None.*  
*Hours: 18 hours LEC; 18 hours LAB*  
 This course introduces the numeric keypad and develops the ability to key information into a computer with speed and accuracy. Students will use the numeric keypad to operate Windows Calculator. Additionally, students will key numeric data into electronic spreadsheets, invoices, and checks in simulated exercises. This course is graded Pass/No Pass.

**BUSTEC 110 Business Procedures for Professional Success 3 Units**

*Prerequisite: None.*  
*Advisory: BUS 100, BUSTEC 115, BUSTEC 300.2, CISA 305, CISA 310, and CISA 320 with grades of "C" or better*  
*Hours: 54 hours LEC*  
 This course prepares students to perform various information processing procedures and problem solving tasks required to support both today's office systems and those of the future. Students learn critical thinking, problem solving, teamwork, supervision skills, office procedures, and information processing technologies to manage their work, as well as necessary attributes of an office professional. These skills will provide the background for advancement to supervision and management positions. Primary emphasis is on processing documents using introductory skills in word processing, spreadsheets, presentation graphics, database and e-mail. Also included are managing information storage and retrieval, and coordinating office communications, to improve the efficiency of office functions.

**BUSTEC 115 Records Management 2 Units**

*Prerequisite: None.*  
*Advisory: CISA 320 with a grade of "C" or better; Grade of Pass for BUSTEC 100.1 or BUSTEC 300.1 with a grade of "C" or better.*  
*Hours: 36 hours LEC*  
 This course offers an introduction to the field of records and information management. It introduces students to filing rules compatible with the Association of Records Managers and Administrators (ARMA) guidelines. Principles and practices of effective records management for filing and maintenance of paper, image, and electronic records are included. Requisition/charge-out and transfer procedures along with legal and ethical issues in the records management field are covered.

**BUSTEC 299 Experimental Offering in Business Technology .5-4 Units**

*Prerequisite: None*  
*Hours: 72 hours LEC*  
 See Experimental Offerings.

**BUSTEC 300 Beginning Keyboarding/Applications 1-3 Units**

*Prerequisite: None.*  
*Advisory: ENGRD 110 and ENGWR 51, or ESLW 320 and ESLR 320 with grades of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC; 54 hours LAB*

This course builds speed and accuracy using the touch method. Module 1 (1 unit) introduces or reviews the keyboard by touch. Module 2 (1 unit) and Module 3 (1 unit) cover the preparation of business documents using word processing. Proofreading, grammar, spelling, and punctuation are reinforced throughout the program. Students will earn a grade for each module successfully completed.

**BUSTEC 300.1 Beginning Keyboarding/Applications: Introduction 1 Unit**

*Prerequisite: None.*  
*Advisory: ENGWR 51 and ENGRD 110, or ESLW 320 and ESLR 320 with grades of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 18 hours LAB*

This introductory keyboarding course emphasizes operating alphabetic, numeric, and symbol keys by touch. It includes computer-keyboarding techniques, speed-and-accuracy development, and essential computer-keyboarding information. BUSTEC 300.1 is a prerequisite to BUSTEC 300.2. This course is not open to students who have already received credit for one unit of BUSTEC 300.

**BUSTEC 300.2 Beginning Keyboarding/Applications: Basic Document Formatting 1 Unit**

*Prerequisite: BUSTEC 300.1 with a grade of "C" or better or BUSTEC 100.1 with credit, and the ability to touch-type at least 28 words per minute for two minutes with a maximum of five errors.*  
*Advisory: ENGWR 51 and ENGRD 110, or ESLW 320 and ESLR 320 with grades of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 18 hours LAB*

This course provides basic formatting and skill development for employment or personal use. The course builds upon skills learned in BUSTEC 300.1 and develops additional computer keyboarding skills in the creation of word processing documents. Formatting applications include: business correspondence, reports, and tables. Basic document formatting, grammar, spelling, punctuation, and proofreading are reinforced throughout. Students will use basic features of an office-level word processing program. This course is not open to students who have already received credit for two units of BUSTEC 300. This course is a prerequisite to BUSTEC 300.3.

**BUSTEC 300.3 Beginning Keyboarding/Applications: Advanced Document Formatting 1 Unit**

*Prerequisite: BUSTEC 300.2 with a grade of "C" or better, and the ability to touch-type at least 36 words per minute for three minutes with a maximum of four errors.*  
*Advisory: ENGWR 51 and ENGRD 110, or ESLW 320 and ESLR 320 with grades of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 18 hours LAB*

This course provides advanced skill development of business documents for employment or personal use. The course builds on skills learned in BUSTEC 300.2 and teaches students to apply advanced formats for business correspondence - memorandums, letters, reports, and employment documents. The course includes enhancing proofreading proficiency, reinforcing communication skills, increasing speed and accuracy, and using features of a current office-level word processing program to create business documents. This course is not open to students who have already received credit for three units of BUSTEC 300.

**BUSTEC 352 Virtual Entrepreneurship: Creating and Operating a Home-based Online Business 3 Units**

*Prerequisite: None.*  
*Advisory: BUS 100 or ENGWR 101 and BUSTEC 300.2 and CISC 300 with grades of "C" or better*  
*General Education: AA/AS Area III(b)*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

In this course, students will explore home-based entrepreneurial business opportunities in the virtual environment. Techniques and technologies needed by virtual entrepreneurs will be explored. Each student will create a unique, simulated home-based virtual business and develop and write a formal business plan that includes financial planning and a marketing strategy. The business plan will be approximately 20 single-spaced pages including appendices. Students will prepare and present face-to-face oral presentations using a presentation graphics program in which they showcase their home-based virtual businesses to the class. This course was formerly BUSTEC 350.

**BUSTEC 499 Experimental Offering in Business Technology .5-4 Units**

*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC; 36 hours LAB*  
 See Experimental Offerings.

**Management (MGMT)****MGMT 295 Independent Studies in Management 1-3 Units**

*Prerequisite: None*  
*Hours: 54 hours LEC*  
 See Independent Studies.

**MGMT 299 Experimental Offering in Management .5-4 Units**

*Prerequisite: None*  
*Hours: 90 hours LEC*  
 See Experimental Offerings.

**MGMT 304 Introduction to Management Functions 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101, ESLW 340, or BUS 100 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is a basic course in management introducing a variety of modern management concepts. This course includes the basic management functions of planning, organization, staffing, leadership, and control. In addition, such concepts as team development, communication, business ethics, and global management perspectives will be discussed.

**MGMT 306 Introduction to Public Administration 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101, ESLW 340, or BUS 100 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is a study of the fundamental principles of administration and their application to governmental and public sector operations. It acquaints students with the politics of administration, administrative responsibility, the management activities of planning, organizing, directing and controlling, and program implementation. Administration at the state and local government level, as well as in other public sector operations such as hospitals, schools and the military, is included.

**MGMT 308 Personnel and Human Resources Management 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101, ESLW 340, or BUS 100 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an introduction to the complex study and analysis of such areas as civil rights, labor law, the Human Resources organization, and various management theories currently found in both public and private sector organizations.

**MGMT 309 Introduction to Supervision 3 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This introductory course in supervision is designed to meet the needs of students interested in learning more about the role of a supervisor and those making the transition from employee to supervisor. Emphasis is on employee motivation, morale, working conditions, communication with employee groups, conflict management, recruiting and interviewing potential employees, training, group dynamics, and health and safety issues. Case studies from business are used to prepare the student for a supervisory position.

**MGMT 372 Human Relations and Organizational Behavior 3 Units**

*Prerequisite:* None.

*Advisory:* BUS 100, ENGWR 101 or ESLW 340 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course emphasizes the psychology of human relations management. It covers human interaction principles that build confidence, competence, and positive attitudes in work organizations. Topics include the basis for human behavior, perception, personality, communication, stress, time and career management, motivation, performance improvement, group behavior, ethics, and social responsibility.

**MGMT 495 Independent Studies in Management 1-3 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LAB

See Independent Studies.

**MGMT 499 Experimental Offering in Management .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 36 hours LAB

See Experimental Offerings.

**Marketing (MKT)****MKT 300 Principles of Marketing 3 Units**

*Prerequisite:* None.

*Advisory:* BUS 100, ENGWR 101, or ESLW 340 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides a general overview of marketing principles. The course covers the process of planning and executing the conception, pricing, promotion, and distribution of ideas, goods, and services to create exchanges that satisfy individual and organizational goals. Elements of the marketing environment such as government regulation, environmental protection, competition, and consumer behavior will be analyzed.

**MKT 310 Selling Professionally 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will examine and present the qualifications necessary to achieve success in professional selling. Emphasis will be placed on the development of a business personality and its application to prospecting, structuring the sales presentation, handling objections, closing, servicing, and customer relationship management. Application of techniques in product and service situations and integration of technology as a sales tool will be explored. Different types of selling experiences such as direct, industrial, wholesale, and retail are covered. Students will participate in role-playing exercises and deliver a sales presentation. This course is recommended for all students entering any career in business.

**MKT 312 Retailing 3 Units**

*Prerequisite: None.*

*Advisory: BUS 100, ENGWR 101, or ESLW 340 with grades of "C" or better.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

Retailing is a business activity that provides goods and services to customers for their personal use. This course covers modern retail operations with emphasis on consumer behavior, store location, sourcing of goods, pricing, organization, promotion, merchandising, management, and other pertinent factors of retail operations.

**MKT 314 Advertising 3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course examines advertising as a marketing communications tool. Emphasis will be placed on consumer behavior, creative methods, media selection, measurements of effectiveness, and coordination with other aspects of the marketing program.

**MKT 316 Public Relations 3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course covers the role of public relations in business and marketing. It introduces students to the roles and responsibilities of the public relations professional and the skills needed for success. Students will examine the functions of public relations, including crisis management, issue management, and building and managing the image of an organization and its products and services.

**MKT 330 Internet Marketing 3 Units**

*Prerequisite: None.*

*Advisory: CISC 305 with a grade of "C" or better.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course introduces students to the current state of the art in e-business, with an emphasis on the theory and practice of marketing in an electronic environment. Students will learn how to use the personalization and interactivity of the Internet to build strong customer relationships. These concepts will be applied to traditional brick and mortar as well as exclusively online businesses.

**MKT 495 Independent Studies in Marketing 1-3 Units**

*Prerequisite: None.*

*Enrollment Limitation: Student must obtain approval from an instructor to conduct an independent study with that instructor or instructors.*

*Course Transferable to CSU*

*Hours: 54 hours LAB*

Independent study of a marketing topic or research project. This course is for students who wish to develop an in-depth understanding in fundamental topics of marketing and to learn to work in a collaborative atmosphere with instructors and other students. Instructor approval is required to enroll in this course.

**MKT 498 Work Experience in Marketing 1-4 Units**

*Prerequisite: None.*

*Enrollment Limitation: According to Education Code Title V regulations, a student cannot earn academic credits in a Work Experience class unless s/he has either a job or an internship.*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 300 hours LAB*

This course provides students with opportunities to develop or add marketable skills related to their vocational study programs. Course content will include understanding the application of the student's education to the workforce; the responsibilities of an internship (where applicable); completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the work or internship site; and developing workplace (soft) skills identified by the Secretary's Commission on Achieving Necessary Skills (SCANS) Competencies, as well as by local employers. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the transfer student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for a total of 16 units. Only one Work Experience course may be taken per semester.

**MKT 499 Experimental Offering in Marketing .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

See Experimental Offerings

**Real Estate (RE)****RE 300 California Real Estate Principles 3 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This fundamental real estate course covers the basic laws and principles of California real estate, and provides an understanding, background, and the terminology necessary for advanced study in specialized real estate courses. This course is required by the California Department of Real Estate prior to taking the Real Estate Salesperson's examination.

**RE 310 Real Estate Practice 3 Units**

*Prerequisite: None*

*Advisory: RE 300 with a grade of "C" or better.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course covers operations in real estate: listing, prospecting, advertising, financing, sales techniques, escrow and ethics. This course applies toward educational requirements for a broker's examination.

- RE 320 Real Estate Finance 3 Units**  
*Prerequisite: None*  
*Advisory: RE 300 with a grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This course covers real estate financing; lending policies, and problems; financing transactions in residential, apartment, commercial, and special purpose properties; and methods of financing properties. This course applies towards educational requirements for broker's examination.
- RE 330 Legal Aspects of Real Estate 3 Units**  
*Prerequisite: RE 300 with a grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This course covers California real estate law, including management, agency contracts, and application to real estate transfer, conveyancing, probate proceedings, trust deeds, and foreclosure. Legislation governing real estate transactions is also covered. It applies toward educational requirements for broker's examination.
- RE 342 Real Estate Appraisal 3 Units**  
*Prerequisite: RE 300 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 62 hours LEC*  
 This course provides entry-level education in the real estate appraisal field. Concentrating on the appraisal of single-family residences (real property), the course will cover Basic Appraisal Principles (30 Hours) and Basic Appraisal Procedures (30 Hours) pursuant to the AQB's Real Property Appraiser Qualification Criteria (effective January 1, 2008). The course is designed to meet the Office of Real Estate Appraisers' (OREA) requirements for Basic Education (60 Hours). Course also applies toward the California Department of Real Estate educational requirements (3 semester units).
- RE 344 Advanced Appraisals 3 Units**  
*Prerequisite: RE 342 with a grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This course covers appraisal of income property. Emphasis is on market and income analysis, capitalization, techniques, rate derivation, compound interest tables, cost and sales comparison and appraisal of specific income properties. This course applies toward educational requirements for broker's examination.
- RE 350 Real Property Management 3 Units**  
*Prerequisite: None*  
*Advisory: RE 300 with a grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This course covers operation and management of real property marketing procedures, leases, maintenance, insurance, accounting, records, public and human relations, employer responsibilities, and selection of personnel and agreements. This course applies toward educational requirements for the broker's examination.
- RE 360 Real Estate Economics 3 Units**  
*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This course covers the nature and classification of land economics, development of property, construction and subdivision, economic values, and real estate evaluation. Real estate cycles and business fluctuations, residential market trends, real property, and special purpose property trends are also covered. This course applies toward educational requirements for broker's examination.
- RE 380 Computer Applications in Real Estate 3 Units**  
*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This course introduces students to software applications used in the real estate industry for real estate practice, finance, appraisal, property management, and residential sales. This course applies toward the educational requirements for either a salesperson or broker's license.
- RE 495 Independent Studies in Real Estate 1-3 Units**  
*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LAB*  
 See Independent Studies
- RE 497 Internship in Real Estate 4 Units**  
*Prerequisite: RE 300 with a grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 162 hours LAB*  
 This course provides students with a supervised, structured, hands-on experience in real estate and with the skills necessary to assist them in obtaining a job in the real estate industry. Course content will include understanding the application of education to the workforce; the responsibilities of an internship; completion of Title V papers (the student's Application, Learning Objectives, Time sheet, and Evaluations) which document the students' progress and hours completed; and developing workplace skills identified by local employers. In addition to 18 hours of lecture, the student is required to complete an internship of 162 hours.
- RE 498 Work Experience in Real Estate 1-4 Units**  
*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 150 hours LAB*  
 This course provides supervised, structured hands-on experience in a Real Estate sales or Real Estate lender or Real Estate appraiser office for students seeking a career in Real Estate.
- RE 499 Experimental Offering in Real Estate .5-4 Units**  
*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 See Experimental Offerings

## Chemistry

## CHEM

Degree:  
A.S. - Chemistry

Division of Science and Allied Health  
James Collins, Dean  
Mohr Hall 18  
916-558-2271

## Chemistry

## Associate in Science Degree

## Program Information

Chemistry is the study of the properties, composition, and transformations of all material substances. It is often called the "central science" since it draws from mathematics and physics and forms a necessary background to the study of all the earth sciences and all the biological disciplines, including the various medical professions. Sacramento City College chemistry courses are designed to meet the lower division requirements for a major in chemistry in transferring to a four-year institution. For students who plan to transfer, completion of the CSU General-Breadth or IGETC general education pattern is encouraged. It is highly recommended that students meet with a counselor because major and general education requirements vary for each college/university. These courses also fulfill general education requirements for allied health, biological sciences, physical sciences, computer science, and engineering.

## Career Opportunities

Chemists work as pharmaceutical or environmental chemists, educators, medical researchers, quality assurance and general scientists, and pharmacists. The preparation received in chemistry is excellent background for careers in medicine, dentistry, engineering, the biological sciences, earth sciences, environmental studies, and science education.

## Upon completion of this program, the student will be able to:

- understand the language and nomenclature of chemistry.
- utilize problem solving strategies involving data collection, dimensional analysis, interpretation, and drawing reasonable conclusions from data.
- demonstrate basic chemical laboratory skills.
- operate a variety of modern chemical instruments and accurately interpret spectral and chromatographic data.
- understand and apply fundamental chemical principles.

## Required Program

	Units
CHEM 400 General Chemistry.....	5
CHEM 401 General Chemistry .....	5
CHEM 420 Organic Chemistry (5) .....	8-10
and CHEM 421 Organic Chemistry (5) or CHEM 425 Organic Chemistry with Biological Emphasis (4) and CHEM 426 Organic Chemistry with Biological Emphasis (4)	
<b>Total Units Required</b>	<b>18-20</b>

*Note: Students planning to transfer to four-year institutions are advised to meet with a counselor for general education requirements.*

## Suggested Electives

MATH 400, 401; PHYS 410, 420, 430; STAT 300

## Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Chemistry (CHEM)

*NOTE: The University of California has a credit restriction on certain combinations of chemistry courses. See a counselor for detailed information on the current UC Articulation Agreement.*

**CHEM 110 Preparatory Chemistry 2 Units**

*Prerequisite: None.*

*Hours: 36 hours LEC*

This course covers the most fundamental concepts of chemistry and is intended primarily to prepare students for UCD's Chemistry 2A (General Chemistry). This course is graded on a Pass/No Pass basis.

**CHEM 299 Experimental Offering in Chemistry .5-4 Units**

*Prerequisite: None*

*Hours: 72 hours LEC*

See Experimental Offerings

**CHEM 300 Beginning Chemistry 4 Units**

*Prerequisite: MATH 100 with a grade of "C" or better; or placement through the assessment process.*

*Advisory: Concurrent enrollment in CHEM 317.*

*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This is a lecture and laboratory course that covers the fundamental concepts of chemistry. This course assumes no previous knowledge of chemistry, presenting both chemical problem solving and laboratory skills. This course is intended primarily to prepare students for CHEM 400.

**CHEM 305 Introduction to Chemistry 5 Units**

*Prerequisite: MATH 100 with a grade of "C" or better OR MATH 103 and MATH 104 with grades of "C" or better, or equivalent.*

*Advisory: ENGWR 101 with a grade of "C" or better; Concurrent enrollment in CHEM 317.*

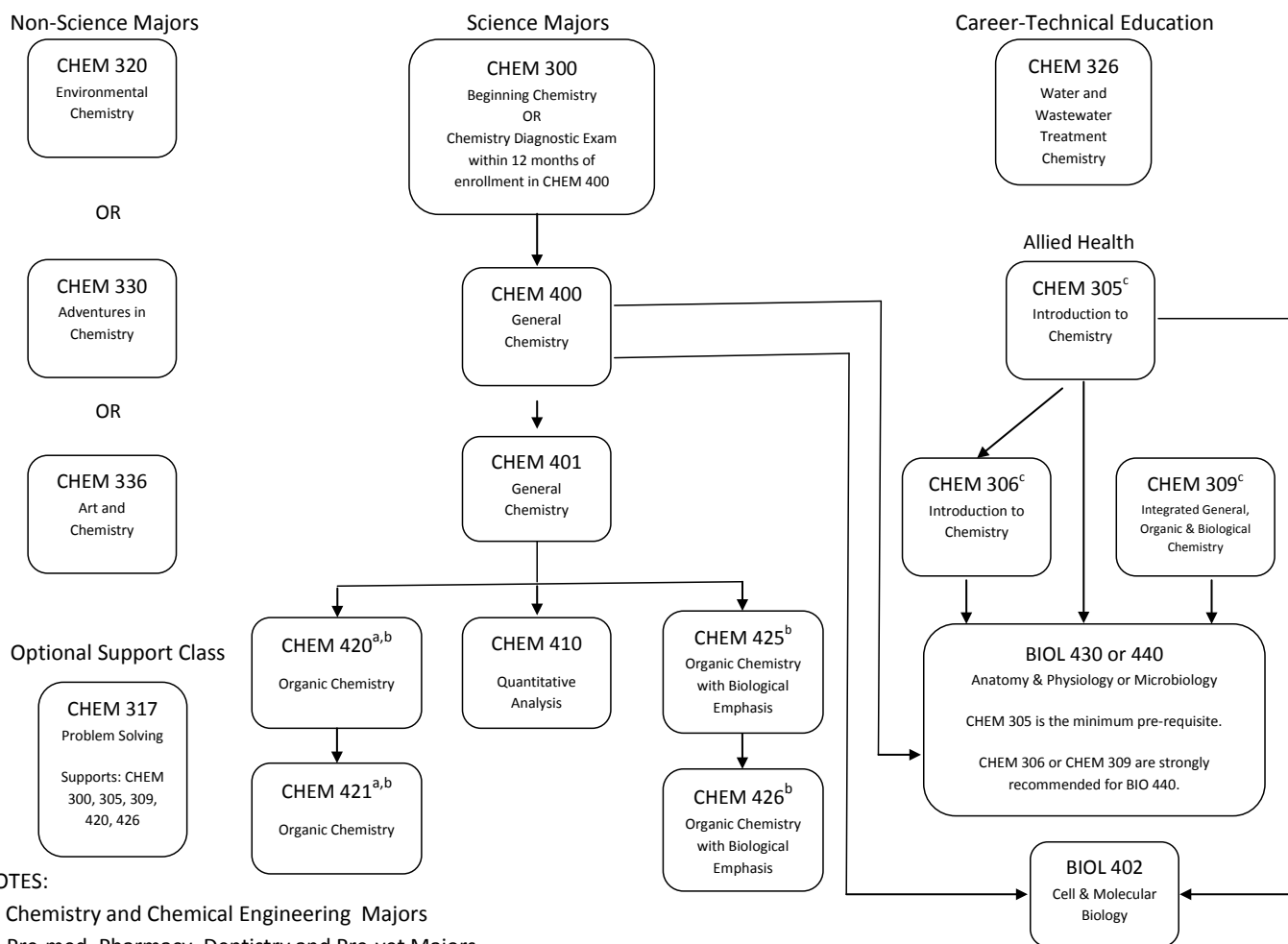
*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC; 54 hours LAB*

This course presents the fundamental principles of chemistry including types of matter, physical and chemical processes, chemical bonds, atomic and molecular structure, nuclear chemistry, stoichiometry, states of matter, intermolecular forces, solutions, types of chemical reactions, acids and bases, equilibrium, and a brief introduction to organic chemistry. It is primarily designed for majors in the allied health fields (nursing, dental hygiene, physical therapy, etc.), natural resources, environmental technology, and physical education. Online homework assignments may be required.

## Chemistry Course Sequence



### NOTES:

- a Chemistry and Chemical Engineering Majors
- b Pre-med, Pharmacy, Dentistry and Pre-vet Majors
- c CHEM 309 is recommended if a student would like to take CHEM 306, BUT it has been two or more years since they took CHEM 305.

### CHEM 306 Introduction to Chemistry 5 Units

*Prerequisite:* CHEM 305 with a grade of "C" or better  
*Advisory:* ENGWR 101 with a grade of C or better and concurrent enrollment of CHEM 317  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC; 54 hours LAB

CHEM 306 is a continuation of CHEM 305. It is designed to provide a basic overview of organic chemistry and biochemistry. The organic chemistry portion includes the chemistry and properties of organic functional groups and their applications in biological systems. The biochemistry portion emphasizes the structure and function of carbohydrates, lipids, and proteins and their regulation in the body. This course is primarily designed for majors in the allied health fields (nursing, dental hygiene, physical therapy, etc.), natural resources, environmental technology, and physical education. Online homework may be required.

### CHEM 309 Integrated General, Organic, and Biological Chemistry 5 Units

*Prerequisite:* MATH 100 or 104 with a grade of "C" or better; or placement through the assessment process.  
*Advisory:* Concurrent enrollment in CHEM 317  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC; 54 hours LAB

This course is an intensive survey of general, organic, and biological chemistry specifically designed for nursing majors and other health-related fields. Topics include general chemistry, organic chemistry, and biological chemistry as applied to the chemistry of the human body. This course satisfies the requirements of those health-career programs that require one semester of chemistry. Students who had chemistry in high school and retained some of it are advised to take CHEM 309. Students who have not taken a chemistry course recently or have never taken a chemistry course are advised to take the CHEM 305 and CHEM 306 sequence.

**CHEM 317 Strategies for Problem Solving in Chemistry 1 Unit**

*Prerequisite:* None.

*Corequisite:* CHEM 300, 305, 306, 309, 420, 421, 425, or 426

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This course will focus on developing analytical reasoning strategies, critical thinking skills, and problem-solving abilities for both quantitative and qualitative problems in chemistry. The course is designed to support students in beginning chemistry (CHEM 300), introductory chemistry applied to the health sciences (CHEM 305), organic and biochemistry applied to the health sciences (CHEM 306), integrated general, organic, and biological Chemistry (CHEM 309), organic chemistry with a biological emphasis (CHEM 425 and CHEM 426), and organic chemistry for chemistry majors (CHEM 420 and CHEM 421). Strategies and content will be specific to the area of chemistry. Each section of CHEM 317 is associated with a specific chemistry course taken from the list above. This course may be taken up to three times for credit providing there is no duplication of content.

**CHEM 320 Environmental Chemistry 4 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course explores the relationships between human beings and their living and nonliving environments with regard to the chemical substances that are encountered in everyday life. The role of chemistry in both creating environmental problems as well as providing solutions will be examined. At the conclusion of the course, the student will be able to use everyday tools in understanding and dealing with environmental problems and become a more critical consumer of products affecting the environment. The laboratory is designed to familiarize the student with the methods of science while investigating the presence and interaction of chemicals in the environment.

**CHEM 326 Water and Wastewater Treatment Chemistry 3 Units**

*Prerequisite:* One of the following with a grade of "C" or better: MATH 100 or MATH 104 or MET 365 or MET 366.

*Advisory:* MET 375 or MET 376 with a grade of "C" or better or concurrent enrollment in MET 375 or MET 376

*General Education:* AA/AS Area IV; CSU Area B1

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

The goal of this class is to develop an understanding of how chemistry is involved in the analysis and purification of water and wastewater. Because water is necessary for all life on Earth, this is a critically important subject. Key principles covered include atomic structure, chemical bonding, dissolving, chemical reactions, reaction rates, energy, oxidation, acids and bases, and an introduction to organic chemistry. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and to have some familiarity with using a computer. This is a required course for students in the Water Treatment Program and the Wastewater Treatment Program.

**CHEM 330 Adventures in Chemistry 4 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course is a survey of the fundamental concepts and contemporary applications of chemistry. Students will explore the real world applications of chemistry in the home, the environment, health, fitness, nutrition, medicine, and modern technology. The course is designed for non-science majors.

**CHEM 336 Art and Chemistry 4 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course is an exploration of the chemistry of art and art media. Students will investigate, through a variety of lecture and laboratory activities, the scientific basis of paints, dyes, photography, fresco, metalworking, fabric, polymers, glass work, art preservation/restoration, art forgery, and chemical hazards in art. Chemical concepts such as the atomic nature of matter, molecules, elements, compounds, chemical bonding, chemical reactions, intermolecular forces, acids and bases, solubility, spectroscopy, oxidation and reduction, and carbon chemistry will be discussed as they apply to the chemical nature of art.

**CHEM 400 General Chemistry 5 Units**

*Prerequisite:* CHEM 300 with a grade of "C" or better completed within one year prior to enrollment in CHEM 400 or placement through the assessment process (ACS California Chemistry Diagnostic Exam) completed within one year prior to enrollment in CHEM 400 (students having taken CHEM 310, CHEM 305 or another chemistry course must complete the assessment process within one year prior to enrollment in CHEM 400) AND MATH 120 or MATH 124 with a grade of "C" or better, or placement through the assessment process.

*Advisory:* All students enrolling in this course are strongly advised to take the chemistry and math assessment exams administered through the Assessment Center, regardless of prior coursework. These exams provide a better idea of a student's readiness for college level general chemistry, since they measure the actual chemistry and math capabilities of the student as they enroll in the course, rather than at the completion of their preparatory coursework.

*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 72 hours LAB; 18 hours DIS

CHEM 400 covers the fundamental principles and concepts of chemistry including chemical nomenclature, balancing reactions, stoichiometry, thermochemistry, acid/base and reduction/oxidation (redox) reactions. Also covered are theories addressing atomic and molecular structure and bonding, as well as the physical and chemical properties of gases, liquids, solids, and solutions, including intermolecular forces. One hour per week will be devoted to discussion/problem solving sessions. Laboratory experiments are primarily quantitative, requiring good technique and critical thinking. CHEM 400 is for students majoring in biology, chemistry, pre-dentistry, pre-medicine, pre-pharmacy, and engineering. Online homework may be required.



**CHEM 401 General Chemistry 5 Units**

*Prerequisite:* CHEM 400 with a grade of "C" or better  
*Advisory:* ENGRD 310, ENGWR 101, and MATH 370; with a grade of "C" or better; or placement through the assessment process  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 72 hours LAB; 18 hours DIS

CHEM 401 is a continuation of CHEM 400. This course includes topics in kinetics, thermodynamics, gas-phase equilibrium, ionic equilibrium, solubility, acid/base chemistry, buffers, electrochemistry, chemistry of coordination compounds, and nuclear chemistry. A brief introduction to organic chemistry is also included. Critical thinking and writing skills will be practiced in this course. One hour per week will be devoted to a discussion/problem solving session. CHEM 401 is for students in biology, chemistry, pre-dentistry, pre-medicine, pre-pharmacy, engineering, and other physical sciences. The laboratory includes both quantitative and qualitative experiments and some qualitative analysis. Written laboratory reports are required. It is highly recommended that CHEM 400 and 401 be taken during consecutive semesters. Some sections may require on-line homework.

**CHEM 410 Quantitative Analysis 5 Units**

*Prerequisite:* CHEM 401 with a grade of "C" or better  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This is a course in chemical quantitative analysis. Emphasis is placed on the proper design, control, and handling of experimental data obtained through the use of various analytical methods. For example, volumetric, spectrophotometric, and chromatographic methods are employed. Students will calibrate glassware and instruments, design and validate experimental methods, keep a detailed laboratory notebook, and prepare and deliver scientific reports. This course is for students planning careers in chemistry, biochemistry, chemical engineering, forensics, pre-pharmacy, biology, molecular biology, and microbiology.

**CHEM 420 Organic Chemistry 5 Units**

*Prerequisite:* CHEM 401 with a grade of "C" or better.  
*Advisory:* Concurrent enrollment in CHEM 317.  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This is a lecture-laboratory course designed to introduce students to the study of basic concepts of organic chemistry. Lecture topics include chemistry of alkanes/cycloalkanes, alkenes, alkyl halides, alcohols, and ether with emphasis on stereochemistry, reaction mechanisms, and spectroscopy. Laboratory work includes basic techniques of separation and identification. Students will be introduced to a variety of modern instrumentation (GC, HPLC, FT-IR, GC-MS) in the laboratory.

**CHEM 421 Organic Chemistry 5 Units**

*Prerequisite:* CHEM 420 with a grade of "C" or better  
*Advisory:* CHEM 317 with a grade of "C" or better.  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This course is a lecture-laboratory course that is a continuation of CHEM 420. Lecture topics include the chemistry of ethers, epoxides, conjugated dienes, aromatic compounds, carbonyl compounds, enolate condensation, amines, phenols, polymerization reactions, and selected biologically important compounds. The course also includes continued application of spectroscopic methods (IR, NMR, UV-vis and MS) applied to organic chemistry. Laboratory emphasis is on the preparation, isolation, quantitation, purification, identification, and mechanism elucidation using both traditional and instrumental techniques. Students will continue to expand their ability to operate and utilize a variety of modern chemical instrumentation: Gas Chromatography, High Performance Liquid Chromatography, Fourier Transform InfraRed Spectroscopy, and Gas Chromatography-Mass Spectroscopy.

**CHEM 425 Organic Chemistry with Biological Emphasis 4 Units**

*Prerequisite:* CHEM 401 with a grade of "C" or better  
*Advisory:* With concurrent enrollment in Chem 317.  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

The CHEM 425, 426 series is designed to fulfill the requirements of students planning professional school studies in the health and biological sciences. It will also satisfy the needs of students majoring in the life sciences and related areas. This course is intended for students not majoring in chemistry and not planning to take additional courses in organic chemistry. Lecture topics include the preparation, properties, and reactions of alkanes, alkenes, alkynes, alkyl halides, alcohols, radical chemistry, and ethers with emphasis on applications in the biological sciences. Also included is the study of stereoisomerism, nuclear magnetic resonance spectroscopy, and infrared spectroscopy. Laboratory work covers standard laboratory practices including extraction, crystallization, chromatography (gas, thin layer, and column), polarimetry, organic synthesis, reaction analysis, and Fourier Transform Attenuated Total Reflectance spectroscopy (ATR-IR) with emphasis on biological applications.

**CHEM 426 Organic Chemistry with Biological Emphasis 4 Units**

*Prerequisite:* CHEM 420 and 425 with grades of "C" or better  
*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course, a continuation of CHEM 425, focuses on the preparation, properties, reactions, spectroscopy (IR, C-13 NMR, and UV), and mass spectrometry of organic compounds, including benzene and benzene derivatives, aldehydes, ketones, dicarbonyl compounds, carboxylic acids, carboxylic acid derivatives, and amines. Applications in the biological sciences are emphasized. Biological macromolecule organic chemistry (carbohydrates, and proteins) and the organic chemistry of metabolic pathways are also presented. Laboratory work includes qualitative analysis, multi-step organic synthesis, analytical use of instrumentation (ATR-FTIR, GC and GC-MS), natural product extraction, and instrumental characterization of compounds extracted.

**CHEM 484    Advanced General Chemistry - Honors                    1 Unit**

*Prerequisite: CHEM 400 with a grade of “C” or better*  
*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3*  
*Enrollment Limitation: Eligibility for the Honors Program.*  
*Course Transferable to UC/CSU*  
*Hours: 9 hours LEC; 27 hours LAB*

Honors Advanced General Chemistry provides advanced studies of chemical concepts introduced in CHEM 400 and related concepts, including advanced laboratory work. This honors course uses an intensive methodology designed to challenge motivated students.

**CHEM 494    Topics in Chemistry                    .5-4 Units**

*Prerequisite: CHEM 300 or 400 with a grade of “C” or better; or determined by topic.*

*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC; 54 hours LAB*

This course is designed to enable science majors and non-science majors to learn about special topics in chemistry, such as recent developments or current issues. This course may be taken four times providing there is no duplication of topics. UC transfer credit may be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.

**CHEM 495    Independent Studies in Chemistry                    1-3 Units**

*Prerequisite: None.*  
*Course Transferable to UC/CSU*  
*Hours: 162 hours LEC*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty members, and students. Independent studies in chemistry offers students a chance to do research and/or experimentation that is more typical of industry and graduate student work. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**CHEM 499    Experimental Offering in Chemistry                    .5-4 Units**

*Prerequisite: None*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC; 36 hours LAB*

UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.\*See Experimental Offerings

**Degrees:**

A.A. - Communication

AA-T - Associate in Arts in Communication Studies for Transfer

**Division of Humanities and Fine Arts**

**Chris Iwata, Dean**

**Performing Arts Center 137**

**916-558-2551**

**Communication**

**Associate in Arts Degree**

**Program Information**

The Communication Department offers a variety of courses designed to meet students' needs for graduation, transfer, and personal and professional development. Students earning the Associate in Arts degree in Communication will be able to understand and apply human communication concepts relating to presentational speaking, critical thinking, group and interpersonal relationship development, and professional growth.

**Career Opportunities**

The number one skill employers seek is effective communication. Courses in communication enhance understanding and skills for transfer preparation, professional development, and personal growth. The degree and program enhances opportunities for employment and promotion in fields including education, law enforcement, law, health, management, organizational development, psychology, public service, sales, training, entertainment, and social services.

**Transfer**

Courses offered by the Communication Department meet a wide range of lower division transfer requirements for CSU and UC colleges. The department offers many courses designed to prepare students for transfer to a variety of disciplines including Business, Communication Studies, Criminal Justice, Education, Liberal Arts, Pre-Law, Mass Media, Management, Psychology, Sociology, and Social Work.

**Forensics**

The Los Rios Forensics team helps students improve their critical thinking and oral presentation skills. The Forensics team provides a high level of intercollegiate competition through the Forensics Laboratory course. Students who participate in this award-winning team compete in debate, public speaking, oral interpretation of literature/drama, impromptu speaking, and reader's theater. This program enhances the college experience and polishes the skills that employers actively request.

**Upon completion of this program, the student will be able to:**

- demonstrate an understanding of the history, evolution and multidisciplinary nature of communication theories.
- identify and differentiate amongst various perspectives across the communication discipline.
- critically analyze evidence and reasoning to identify and provide appropriate and credible support for written and oral communication.
- identify and demonstrate effective and appropriate written and/or oral communication skills, both verbal and nonverbal, across diverse contexts.
- demonstrate individual responsibility, integrity, respect and influence to effectively and appropriately communicate with diverse people.
- identify and access a variety of professional and academic opportunities related to the communication discipline.

**Required Program**

**Units**

COMM 301 Introduction to Public Speaking ..... 3

A minimum of 6 units from the following: ..... 6

- COMM 311 Argumentation and Debate (3)
- COMM 321 Interpersonal Communication (3)
- COMM 331 Group Discussion (3)

A minimum of 6 units from the following: ..... 6

- COMM 311 Argumentation and Debate (3)
- COMM 315 Persuasion (3)
- COMM 321 Interpersonal Communication (3)
- COMM 325 Intercultural Communication (3)
- COMM 331 Group Discussion (3)
- JOUR 310 Mass Media and Society (3)
- or ENGWR 384 Mass Media and Society (3)
- or COMM 351 Mass Media and Society (3)
- COMM 374 Forensics Laboratory (1 - 3)

A minimum of 3 units from the following: ..... 3

- COMM 302 Persuasive Speech (3)
- COMM 305 Oral Interpretation (3)
- COMM 311 Argumentation and Debate (3)
- COMM 315 Persuasion (3)
- COMM 316 Advanced Argumentation and Critical Thinking (3)
- COMM 321 Interpersonal Communication (3)
- COMM 323 Listening (3)
- COMM 325 Intercultural Communication (3)
- COMM 328 Gender Communication (3)
- COMM 331 Group Discussion (3)
- COMM 335 Conflict Management (3)
- COMM 341 Organizational Communication (3)
- COMM 345 Interviewing (3)
- COMM 351 Mass Media and Society (3)
- or ENGWR 384 Mass Media and Society (3)
- or JOUR 310 Mass Media and Society (3)
- COMM 361 The Communication Experience (3)
- COMM 363 Introduction to Communication Theory (3)
- COMM 371 Voice and Diction (3)
- COMM 374 Forensics Laboratory (1 - 3)

**Total Units Required** **18**

**Suggested Electives**

COMM 305, 316, 335, 345, 361

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.



## Communication Studies

### Associate in Arts in Communication Studies for Transfer

#### Program Information

The Communication Department offers a variety of courses designed to meet students' needs for graduation, transfer, and personal and professional development.

This degree is designed for students who plan to transfer to a California State University (CSU). Completion of the CSU General-Breadth Requirements or IGETC general education pattern is required. It is highly recommended that students meet with a counselor because major requirements vary for each CSU campus.

Students earning the Associate in Arts in Communication Studies for Transfer degree will be able to understand and apply human communication concepts relating to presentational speaking, critical thinking, group and interpersonal relationship development, and professional growth.

To earn an associate transfer degree, students must complete the following requirements:

- (1) Complete a minimum 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 or the Intersegmental General Education Transfer Curriculum (IGETC).
  - (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) Obtain of a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major or area of emphasis.

#### Transfer

Courses offered by the Communication Department meet a wide range of lower division transfer requirements for CSU and UC colleges. The department offers many courses designed to prepare students for transfer to a variety of disciplines including Business, Communication Studies, Criminal Justice, Education, Liberal Arts, Pre-Law, Mass Media, Management, Psychology, Sociology, and Social Work.

#### Forensics

The Los Rios Forensics team helps students improve their critical thinking and oral presentation skills. The Forensics team provides a high level of intercollegiate competition through the Forensics Laboratory course. Students who participate in this award-winning team compete in debate, public speaking, oral interpretation of literature/drama, impromptu speaking, and reader's theater. This program enhances the college experience and polishes the skills that employers actively request.

#### Career Opportunities

The number one skill employers seek is effective communication. Courses in communication enhance understanding and skills for transfer preparation, professional development, and personal growth. The degree and program enhances opportunities for employment and promotion in fields including education, law enforcement, law, health, management, organizational development, psychology, public service, sales, training, entertainment, and social services.

#### Upon completion of this program, the student will be able to:

- demonstrate an understanding of the history, evolution, and multidisciplinary nature of communication theories.
- identify and differentiate amongst various perspectives across the communication discipline.
- critically analyze evidence and reasoning to identify and provide appropriate and credible support for written and oral communication.
- identify and demonstrate effective and appropriate written and/or oral communication skills, both verbal and nonverbal, across diverse contexts.
- demonstrate individual responsibility, integrity, respect, and influence to effectively and appropriately communicate with diverse audiences.
- identify and access a variety of professional and academic opportunities related to the communication discipline.

#### Required Program

COMM 301 Introduction to Public Speaking .....	3
A minimum of 6 units from the following:.....	6
COMM 311 Argumentation and Debate (3)	
COMM 321 Interpersonal Communication (3)	
COMM 331 Group Discussion (3)	
A minimum of 6 units from the following: .....	6
COMM 311 Argumentation and Debate (3)	
COMM 315 Persuasion (3)	
COMM 321 Interpersonal Communication (3)	
COMM 325 Intercultural Communication (3)	
COMM 331 Group Discussion (3)	
ENGWR 384 Mass Media and Society (3)	
or COMM 351 Mass Media and Society (3)	
or JOUR 310 Mass Media and Society (3)	
COMM 374 Forensics Laboratory (1 - 3)	
A minimum of 3 units from the following: .....	3
COMM 302 Persuasive Speech (3)	
COMM 305 Oral Interpretation (3)	
COMM 311 Argumentation and Debate (3)	
COMM 315 Persuasion (3)	
COMM 316 Advanced Argumentation and Critical Thinking (3)	
COMM 321 Interpersonal Communication (3)	
COMM 323 Listening (3)	
COMM 325 Intercultural Communication (3)	
COMM 328 Gender Communication (3)	
COMM 331 Group Discussion (3)	
COMM 335 Conflict Management (3)	
COMM 341 Organizational Communication (3)	
COMM 345 Interviewing (3)	
COMM 351 Mass Media and Society (3)	
or ENGWR 384 Mass Media and Society (3)	
or JOUR 310 Mass Media and Society (3)	
COMM 361 The Communication Experience (3)	
COMM 363 Introduction to Communication Theory (3)	
COMM 371 Voice and Diction (3)	
COMM 374 Forensics Laboratory (1 - 3)	
<b>Total Units Required</b>	<b>18</b>

#### Associate in Arts for Transfer Degree

The Associate in Arts in Communication Studies for Transfer (AA-T) degree may be obtained by completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program, and (b) either the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.

## Communication (COMM)

### COMM 270 Communication Laboratory .5-3 Units

*Prerequisite:* None.

*Hours:* 162 hours LAB

This course provides individualized, self-paced and/or small group instruction in basic oral communication skills. Individualized instructional modules are designed to help the student acquire or improve communication skills in specific areas including public speaking, argumentation, small group, forensics speaking, and interpersonal communication. Although this course is most effective for students concurrently enrolled in Communication courses, any students who need assistance in communication skills can benefit. Course offerings vary, depending upon the students' needs and abilities. Students may work with peer tutors and instructors to improve their understanding and skills in speech organization, preparation of presentation aids, delivery of oral messages, creating group agendas, etc. The course is credit/no credit. Students earn 0.5 units for every 27 hours. They may earn 0.5-3 units per semester and repeat this class up to four times for credit until reaching the maximum of 6 units. Students may enroll until the end of the 12th week of instruction.

### COMM 301 Introduction to Public Speaking 3 Units

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* Concurrent enrollment in COMM 270.

*General Education:* AA/AS Area II(b); CSU Area A1; IGETC Area 1C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course prepares students to speak in a variety of rhetorical situations: as college students, as employees, as opinion leaders in the community. The course is designed to assist students in developing ethical research methodology, analytical thinking skills, organization and outlining skills, effective delivery, and appropriate speech presentation skills. Emphasis is on researching, preparing, organizing, and presenting a variety of speeches for varied audiences. Video and/or audio taping equipment may be used as an aid to the student's self-analysis and improvement. Access to a computer with on-line capabilities may be required and is available on campus.

### COMM 302 Persuasive Speech 3 Units

*Prerequisite:* COMM 301 with a grade of "C" or better

*Advisory:* Concurrent enrollment in COMM 270 (Communication Training Laboratory)

*General Education:* AA/AS Area II(b); CSU Area A1; IGETC Area 1C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is designed to give students instruction and practice in designing and orally delivering persuasive messages. Emphasis is placed on use of proofs, language, logical thinking, and delivery. Students will prepare, present, and evaluate multiple types of persuasive speeches.

### COMM 305 Oral Interpretation 3 Units

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGRD 310 or ESLR 320 with a grade of "C" or better

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to the field of performance studies through the oral interpretation of various literary forms, including Western and Non-Western forms of literature. Theoretical issues and historical developments are examined and applied to the current performance trends in solo, duo, and interpreters' theater. The focus is on audience analysis, selection and thematic analysis of literature, discussion and application of vocal and physiological delivery techniques, program performance, and post-performance evaluation.

### COMM 311 Argumentation and Debate 3 Units

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* Recommended concurrent enrollment in COMM 270.

*General Education:* AA/AS Area II(b); CSU Area A1; CSU Area A3; IGETC Area 1C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to the role of argument in public discourse. Students develop presentational skills necessary for public advocacy. Assignments include researching, preparing, and presenting sound arguments, as well as developing strategies for refuting others' arguments. Students will explore areas of social, economic, and political controversy through the format of academic debate. Video taping equipment may be used as an aid to the student's self-analysis and improvement.

### COMM 315 Persuasion 3 Units

*Prerequisite:* ENGWR 300 or ESLW 340 with a grade of "C" or better

*General Education:* AA/AS Area II(b); CSU Area A3

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course presents fundamental theories and techniques of persuasion as they occur in various communication contexts, including commercial, interpersonal, public, and mass media. Students develop critical thinking skills by engaging in oral and written analysis, evaluation, and composition of persuasive messages and by examining the personal, political, cultural, and social impacts of persuasion. Students explore ethical considerations of persuasive communication; learn about types of reasoning; and identify fallacious arguments as they occur in persuasion.

### COMM 316 Advanced Argumentation and Critical Thinking 3 Units

*Prerequisite:* ENGWR 300 or ESLW 340 with a grade of "C" or better

*General Education:* AA/AS Area II(b); CSU Area A3; IGETC Area 1B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

The primary emphasis of this course is on argumentation as the study of analysis, evidence, reasoning, refutation, and rebuttal, in written, oral, and visual communication. Significant components of instruction will be in written argumentation, with special attention to the essay form. Students write a minimum of 8,000 words divided among at least five essays all of which require research. Curriculum includes "critical thinking" approaches to commercial, legal, political, and academic argumentation and persuasion.

**COMM 321 Interpersonal Communication 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area III(b); CSU Area D7; IGETC Area 4G  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course focuses on the exploration of communication skills associated with establishing and maintaining satisfying interpersonal relationships. Through theory, discussion, simulations, and structured exercises, students will explore various approaches to successful communication in interpersonal contexts. This course strives to increase an individual's interpersonal personal communication effectiveness through heightened awareness and greater skill as both a sender and receiver of shared messages.

**COMM 323 Listening 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGRW 100 or ESLW 320 with grade of a "C" or better, or placement through the advisory process.

*General Education:* AA/AS Area III(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course focuses on the listener's role in the communication process. The student will learn about the listening process, barriers to listening, and strategies to improve listen skills in a variety of contexts. This course develops competence in listening skills in informal, formal and professional settings.

**COMM 325 Intercultural Communication 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; CSU Area D7; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to the challenges and promises of intercultural communication in U.S. domestic situations. Variations and commonalities in communication patterns across cultures are examined. Communication processes and outcomes between persons of different cultural backgrounds are also explored. Practical application of factors which influence communication between individuals of different cultures is emphasized.

**COMM 328 Gender Communication 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* COMM 301, COMM 321, ENGWR 101, ESLW 320, PSYC 300, or SOC 341/FCS 326 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area III(b); CSU Area D4; IGETC Area 4D

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines gender as it is created and recreated through the process of communication. Gender is the social construction of femininity and masculinity within cultures. Gender stereotypes are behaviors that are stereotypically associated with males and females but are not necessarily accurate reflections of actual communication behavior. Verbal and nonverbal similarities and differences are examined within historical, social, psychological, and cultural perspectives. This course focuses on gender and gender stereotypes in four primary contexts: intimate relationships, the educational setting, the media, and the workplace.

**COMM 331 Group Discussion 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* Concurrent enrollment in COMM 270.

*General Education:* AA/AS Area II(b); CSU Area A1; IGETC Area 1C  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is designed to increase students' understanding of group communication and to prepare students to function more effectively in groups. The course primarily focuses on communication in task and social groups, and assignments will include oral presentations (individual and/or group). The course addresses communication concepts and behaviors related to problem solving, decision making, leadership, group roles, norms, and conformity.

**COMM 335 Conflict Management 3 Units**

*Prerequisite:* ENGWR 51 and ESLW 310 with grades of "C" or better; or placement through the assessment process.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better, or placement through the assessment process.

*General Education:* AA/AS Area III(b); CSU Area D7

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course examines the communication behaviors involved in the process of interpersonal, work group, and organizational conflicts. Course content will focus on conceptual understanding of theoretical foundations in the social sciences. Application and activities will address the components of conflict and the strategies by which conflict may effectively be managed in personal and professional settings.

**COMM 341 Organizational Communication 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ESLW 320; with grades of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area V(b); AA/AS Area II(b); CSU Area D7  
*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to allow students to examine both theoretical and pragmatic essentials of effective organizational messages from preparation and presentation to effective observation and analysis. Students will explore the dynamics of organizational communications in various situations including focus groups, quality control groups, ad hoc committees, conflict negotiation teams, and problem solving/decision making groups. The roles of internal and external messages on the communication process and organizational effectiveness will be examined and analyzed.

**COMM 343 Oral Communication in Business 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better, or placement through the assessment process.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course offers students the opportunity to study contemporary communication principles and practices in modern organizations. Emphasis is placed on enhancing personal, and professional communication in the workplace. Students will receive instruction in utilizing various technologies in research, preparation, and presentation. Content focuses on identifying communication styles, improving presentational skills in formal and informal settings, working in and managing small groups, recognizing persuasive strategies as used in organizations, and developing fundamental skills in interviewing and promotion.

**COMM 345 Interviewing 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a course grade of "C" or better, or placement through the assessment process.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course introduces students to the basic skills and fundamental concepts necessary for effective participation in the interview process. Special emphasis is given to practical experiences in a variety of interview contexts such as journalistic/probing, survey, and selection interviews.

**COMM 351 Mass Media and Society 3 Units**

*Same As:* ENGWR 384 and JOUR 310

*Prerequisite:* ENGWR 51 or ESLW 310 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGWR 101 or ESLW 320 with a "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D4; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This is an interdisciplinary course exploring aspects of communication and the impact of mass media on the individual and society. The survey includes basic communication models, books, magazines, newspapers, recordings, movies, radio, television, advertising, public relations, the Internet, theories of communication, relationships between mass media and business and government, and processes and effects from a social science perspective. (Credit may be awarded for only one section of either COMM 351, ENGWR 384, or JOUR 310.)

**COMM 361 The Communication Experience 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* Concurrent enrollment in COMM 270.

*General Education:* AA/AS Area II(b); CSU Area A1; IGETC Area 1C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to basic skills and introductory concepts necessary for effective communication in a variety of settings with a variety of audiences. Special emphasis is placed on practical experiences within groups, facilitation of interpersonal relationships, and methods of conflict resolution. As part of this course, students will be required to actively participate in groups and deliver individual and group oral presentations.

**COMM 363 Introduction to Communication Theory 3 Units**

*Prerequisite:* ENGWR 51 or ESLW 310 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better, or placement through the assessment process.

*General Education:* AA/AS Area V(b); CSU Area D7; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course will introduce the student to the symbolic process of human communication through the study of basic communication models, fundamental theory, and relevant research findings. Emphasis will be placed on achieving an understanding of the communication process and the process through which researchers in the field add to their existing body of knowledge.

**COMM 371 Voice and Diction 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* COMM 270

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course covers the analysis and effective use of the voice to express thought and feeling, including innuendo and mixed messages in a variety of communication situations. Included is the study of the attributes of the vocal mechanism and speech process, including proper breathing, articulation and voice production, and the interpretation of literary selections to achieve planned audience response.

**COMM 374 Forensics Laboratory 1-3 Units**

*Prerequisite:* None

*Advisory:* COMM 301 or COMM 311 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 108 hours LAB

Through individualized instruction and participation in public speaking events, academic debate, literature interpretation, public campaigns, and/or training presentations, students will develop listening skills, organization skills, and the ability to recognize matters of political, social, and economic importance. This course helps students develop their skills as critical thinkers and competent speakers. This is a lecture/laboratory course giving practice in preparing for and participating in the Student Speaker's Bureau and/or Intercollegiate Forensics competition. Areas of interest include debate, persuasive speaking, oral interpretation of literature, impromptu speaking, expository speaking, readers' theater, training presentations and campaign development. Field trips to tournaments or other speaking events may be required. The course is open entry/open exit and may be taken four times for a maximum of twelve units. Students earn 1 unit of credit for every 18 hours of lecture or 54 hours of lab.

**COMM 494 Topics in Communication .5-4 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course is designed to enable both communication and non-communication majors to learn about recent developments in communication. Selected topics would not be part of current course offerings. This course may be taken four times providing there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**COMM 495 Independent Studies in Communication 1-3 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty members, and students. Independent studies in communication offers students a chance to do research that is more typical of industry and graduate student work. This course may be taken four times providing there is no duplication of content areas. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**COMM 499 Experimental Offering in .5-4 Units  
Communication**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This is an experimental course offering designed to provide students with courses not normally offered by the Communication department. Course topics will be structured around new and emerging issues related to the field of Communication. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.



**Michael Poindexter, Vice President of Student Services  
Rodda Hall North 272  
916-558-2141**

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**COMDE 300 Leadership Skills Development 3 Units**

*Prerequisite: None*

*Advisory: COMM 301 or COMM 361 with a grade of "C" or better and  
ENGWR 101 or ESLW 310 with a grade of "C" or better.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course provides an introduction to leadership and examines leadership theory and organizational behavior. It emphasizes leadership procedures and functions with regard to the community college experience. All students interested in learning and experiencing leadership, especially those comfortable with both oral and written communication, are encouraged to enroll.

**COMDE 495 Independent Studies in Community Leadership Development 1-3 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

See Independent Studies

**COMDE 499 Experimental Offering in Community Leadership Development .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

See Experimental Offerings

## Community Studies (Emphasis on Direct Services)

**Degree:**

A. A. - Community Studies (Emphasis on Direct Services)

**Certificate of Achievement:**

Community Studies, Emphasis on Direct Services

**Department of Sociology**

**Division of Behavioral and Social Sciences**

**J. Frank Malaret, Dean**

**Rodda North 226**

**916-558-2401**

### Community Studies (Emphasis on Direct Services)

**Associate in Arts Degree  
Certificate of Achievement**

**Program Information**

The degree and certificate in Community Studies (emphasis in Direct Services) are applied sociology programs. Sociological theory and perspectives provide the foundation for students to work as paraprofessionals at the assistant level, under the supervision of workers with professional degrees. Students may perform a variety of entry level, social service organization functions including resource development and referral, client screening, assessments, consultation, reports, and record keeping.

**Career Opportunities**

The certificate in Community Studies (emphasis in Direct Services) is designed to prepare students to work in entry-level employment in public, private, and nonprofit community service organizations. Students have an opportunity to develop self-awareness and career goals through courses in Introduction to Social Services and the Sociology Practicum.

Students obtaining the Certificate in Community Studies will be eligible for entry-level jobs that do not require the A.A. degree in human services.

**Upon completion of this program, the student will be able to:**

- evaluate the history of the helping professions and the evolution of services and social policy over time.
- analyze social service organizational structure, its functions, and its application to social service programs and delivery systems.
- demonstrate an understanding of the social services worker as a paraprofessional and the various roles that the social service worker assumes in the community.
- compare and choose core helping interventions for work at the paraprofessional level.
- determine and develop community resources used in assisting clients.
- integrate personal sensitivity and awareness of the cultural diversity of clients, helping professionals, and communities.
- judge and apply knowledge of existing professional codes of ethics and laws for the helping professions.

**Required Program**

SOC 321 Race, Ethnicity and Inequality in the United States..... 3

Fall Semester:

SOC 380 Introduction to Social Services ..... 3

Spring Semester:

SOC 382 Introduction to Casework in Social Services..... 3

A minimum of 3 units from the following: ..... 3

SOC 385 Practicum in Sociology (1-4)

A minimum of 9 units from the following:..... 9

ADMJ 304 Juvenile Delinquency (3)

ADMJ 340 Introduction to Correctional Services (3)

BUS 320 Concepts in Personal Finance (3)

or FCS 304 Concepts in Personal Finance (3)

PSYC 376 Personality (3)

SOC 300 Introductory Sociology (3)

or SOC 480 Introductory Sociology - Honors (3)

SOC 301 Social Problems (3)

PSYC 390 Psychology of Death and Dying (3)

PSYC 370 Human Development: A Life Span (3)

or FCS 324 Human Development: A Life Span (3)

PSYC 405 Substance Abuse: Effects on Body and Behavior (3)

or ADMJ 303 Substance Abuse: Effects on Body and Behavior (3)

SOC 310 Marriage and the Family (3)

or FCS 320 Marriage and the Family (3)

SOC 335 Sociology of Aging (3)

or FCS 330 Sociology of Aging (3)

or GERON 300 Sociology of Aging (3)

SOC 375 Introduction to Community Development (3)

SOC 376 Community Development: Implementation and Sustainability (3)

COMM 325 Intercultural Communication (3)

**Total Units Required**

**21**

**Suggested Electives**

ECE 312 or FCS 312, PSYC 320, PSYC 340, SOC 343

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Computer Information Science

CISA, CISC, CISN, CISP, CISS, CISW

### Degrees:

A.S. - Computer Science  
A.S. - Management Information Science  
A.S. - Information Processing  
A.S. - Information Systems Security  
A.S. - Network Administration  
A.S. - Network Design  
A.S. - Web Developer

### Division of Business

Deborah Saks, Dean  
Business Building 213  
916-558-2581

### Certificates of Achievement:

Computer Science  
Management Information Science  
Programming  
Information Processing Specialist  
Information Processing Technician  
Information Systems Security  
Word Processing Technician  
Network Administration  
Network Design  
Advanced CISCO Networking  
PC Support  
Active Server Pages Developer  
Web Developer  
Webmaster, Level 1  
Webmaster, Level 2

### Certificate:

International Computer Driving License

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## Computer Science

Associate in Science Degree  
Certificate of Achievement

### Program Information

The Computer Information Science program is designed for students preparing for careers in computer programming and systems analysis. It provides a foundation in currently used and advanced programming languages. It will enhance students' skills so that they can transfer to four-year universities or qualify as entry-level programmers who pursue careers in the computer industry.

### Career Opportunities

Technical positions include: computer operator, computer programmer, system analyst, database administrator, computer support, or help desk specialist, Web developer, and application developer. Opportunities in networking include: network support specialist, network administrator and technician, network security specialist, computer forensics specialist, Webmaster, Web developer, and Web site designer.

### Transfer Information

California State University, Sacramento offers majors in Computer Science and Computer Engineering through the School of Engineering and Computer Science and also Management Information Science as part of the Business Administration degree. Students planning to transfer to California State University, Chico or California State University, Sacramento should include computer-programming languages in C++, Java, or Visual BASIC, assembly language, data structures, discrete structures, one year of analytical geometry and calculus, and physics. Students must also meet university admission requirements and other general education courses as outlined by each university. Consultation with an SCC counselor is advised.

### Upon completion of this program, the student will be able to:

- analyze development projects and divide them into smaller production tasks.
- build a project while utilizing the project development model.
- manage a programming project, both individually and as a member of a team, from initial concept through design, programming, debugging, testing, and deployment.
- evaluate a program to determine how it will meet the needs of its intended audience.
- use a database to store data associated with programs written in a programming language.
- design, write, test, debug, and implement computer programs in a structured language, a low-level language, and an object-oriented language.
- create programs utilizing both Windows and Linux operating systems.

**Required Program****Units**

CISC 310 Introduction to Computer Information Science.....	3
CISP 301 Algorithm Design and Implementation.....	4
CISC 323 Linux Operating System .....	1
CISC 324 Intermediate Linux Operating System .....	1
CISP 360 Introduction to Structured Programming .....	4
CISA 323 Database Management using Microsoft Access .....	2
CISA 324 Database Management using SQL.....	2
CISP 310 Assembly Language Programming for Microcomputers.....	4
CISP 400 Object Oriented Programming with C++ (4).....	4
or CISP 401 Object Oriented Programming with Java (4)	
CISP 430 Data Structures.....	4
A minimum of 6 units from the following:.....	6 <sup>1</sup>
CISC 351 Introduction to Local Area Networks (1)	
CISC 355 Introduction to Data Communications (1.5)	
CISN 303 Network Administration - Linux Server (3)	
CISP 350 Database Programming (3)	
CISP 370 Beginning Visual Basic (4)	
CISP 401 Object Oriented Programming with Java (4)	
CISP 440 Discrete Structures for Computer Science (3)	
CISP 452 Introduction to Systems Programming (3)	
CISP 457 Computer Systems Analysis and Project Management (3)	
CISS 300 Introduction to Information Systems Security (1)	
CISS 301 Ethical Hacking (2)	
CISS 310 Network Security Fundamentals (3)	
CISW 320 Introduction to Web Site Development (3)	
CISW 325 Intermediate Web Site Development (4)	
CISW 410 Middleware Web Scripting (4)	

**Total Units Required****35**

<sup>1</sup>SCC transfer students to California State University, Sacramento, who are majoring in Computer Science or Computer Engineering should take CISP 440 and CISP 452. Computer Engineering students should also take ENGR 400. Students majoring in Business Administration with an MIS concentration should take CISP 370. SCC transfer students to the University of California, Davis who are majoring in Computer Science should take CISP 440.

**Suggested Electives**

BUS 100, 300, 330; ENGR 300, ESLW 340, MATH 400, 401, 420; MGMT 306, PHIL 310, PHYS 410, 420; STAT 300

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Management Information Science****Associate in Science Degree****Certificate of Achievement****Program Information**

The Management Information Science degree is designed for students preparing for careers in business to effectively use and manage computers. The focus of the program is to develop student proficiency in a variety of computer applications and operating systems so that they may produce timely and accurate information. Elective courses give an opportunity to develop further skills in computer programming, database management, networking, Web development, and information systems security. This program will enhance students' skills so that they may transfer to a four-year university or qualify for entry-level positions in a variety of careers.

**Career Opportunities**

Computer skills and experience are needed for technical support staff, end-user consultants, network administrators, database specialists, information systems managers/specialists, programmers/analysts, software specialists, systems analysts, technical writers, information systems security specialists and webmasters. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow 22.9% annually and will continue to exceed the number of available and trained workers.

**Note to Transfer Students**

If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a SCC counselor to select and plan courses for your major. Schools vary widely in terms of the required preparation.

**Upon completion of this program, the student will be able to:**

- solve business problems by utilizing various types of microcomputer application software.
- design algorithms that can be implemented by writing computer programs to solve typical business problems.
- construct and implement computer programs by applying the steps of the program development model working individually or in a team.
- design professional documents for a variety of situations using appropriate productivity software, working individually or in a team.
- demonstrate working knowledge of principles in computer networking, data management, information systems security, web development, or more indepth programming depending on the electives chosen.
- adapt to technological changes and innovations in the computer industry and use techniques, skills, and tools necessary to meet needs.
- locate information stored on the Internet, determine the validity of online resources, download and store files, and use the correct syntax for citing Internet resources

**Required Program****Units**

CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISA 323 Database Management using Microsoft Access .....	2
CISA 340 Presentation Graphics.....	2
CISC 320 Operating Systems (1) .....	1
or CISC 323 Linux Operating System (1)	
CISC 305 Introduction to the Internet .....	1
CISC 310 Introduction to Computer Information Science.....	3
CISP 301 Algorithm Design and Implementation.....	4
CISP 360 Introduction to Structured Programming (4) .....	4
or CISP 320 COBOL Programming (4)	
or CISP 370 Beginning Visual Basic (4)	

A minimum of 4 units from the following:..... 4

CISP 320 COBOL Programming (4)	
CISP 370 Beginning Visual Basic (4)	
CISP 400 Object Oriented Programming with C++ (4)	
CISP 401 Object Oriented Programming with Java (4)	

A minimum of 4 units from the following:..... 4

CISA 306 Intermediate Word Processing (2)	
CISA 311 Intermediate Electronic Spreadsheets (1)	
CISA 324 Database Management using SQL (2)	
CISC 110 Using ePortfolios (1)	
CISC 321 Intermediate Operating Systems (1)	
CISC 324 Intermediate Linux Operating System (1)	
CISC 355 Introduction to Data Communications (1.5)	
CISC 360 Microcomputer Support and Maintenance (4)	

A minimum of 6 units from the following:.....	6
CISC 306 Introduction to Web Page Creation (1)	
CISC 355 Introduction to Data Communications (1.5)	
CISN 300 Network Systems Administration (3)	
CISN 303 Network Administration - Linux Server (3)	
CISN 306 Advanced Network Systems Administration (3)	
CISN 308 Internetworking with TCP/IP (3)	
CISP 310 Assembly Language Programming for Microcomputers (4)	
CISP 320 COBOL Programming (4)	
CISP 350 Database Programming (3)	
CISP 370 Beginning Visual Basic (4)	
CISP 400 Object Oriented Programming with C++ (4)	
CISP 401 Object Oriented Programming with Java (4)	
CISP 430 Data Structures (4)	
CISP 440 Discrete Structures for Computer Science (3)	
CISP 452 Introduction to Systems Programming (3)	
CISP 457 Computer Systems Analysis and Project Management (3)	
CISS 300 Introduction to Information Systems Security (1)	
CISS 301 Ethical Hacking (2)	
CISS 310 Network Security Fundamentals (3)	
CISW 321 Web Site Development using Dreamweaver (3)	
CISW 320 Introduction to Web Site Development (3)	
CISW 325 Intermediate Web Site Development (4)	
CISW 400 Client-side Web Scripting (4)	
CISW 410 Middleware Web Scripting (4)	
CISW 420 Server-side Web Scripting (4)	

**Total Units Required** **34**

#### Other Electives

ACCT 301, 311; BUS 310, ECON 302, 304; ENGWR 300 or 480;  
MATH 120, 400, 401; MGMT 306; STAT 300 or 480

#### Associate in Science (A.S.) Degree

The Associate in Science Degree in Management Information Science may be obtained by completion of the required program, plus sufficient general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Programming

### Certificate of Achievement

#### Program Information

The programming certificate provides the basic proficiencies required of computer programmers for entry-level software technician positions or further study in Computer Science.

#### Career Opportunities

Although programmer and programmer-analyst opportunities will decrease by approximately 3% by 2018, other programming-related positions will increase. According to the Bureau of Labor Statistics (2008-2018) figures, demand for software designers, systems analysts, database administrators and software testers will grow 34% annually and will continue to exceed the number of available and trained workers.

#### Upon completion of this program, the student will be able to:

- analyze information processing requirements using Structured or object oriented software development methodologies.
- design structured or object oriented software systems.
- build structured or object oriented software systems.
- evaluate software systems for conformance to system requirements.
- serve as a member of a software development team.

### Required Program

### Unit

BUS 310 Business Communications (3).....	3
or ENGWR 300 College Composition (3)	
or ENGWR 480 Honors College Composition (3)	
or ENGWR 101 College Writing (3)	
CISP 301 Algorithm Design and Implementation.....	4
CISP 360 Introduction to Structured Programming .....	4
CISP 400 Object Oriented Programming with C++ (4).....	4
or CISP 401 Object Oriented Programming with Java (4)	
CISP 430 Data Structures.....	4
CISP 457 Computer Systems Analysis and Project Management.....	3

**Total Units Required** **22**

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Information Processing

### Associate in Science Degree

#### Program Information

This degree combines microcomputer software proficiencies and competencies in hardware support, maintenance, and repair with general education requirements. Students will be able to incorporate three inter-related certificates (Word Processing Technician, Information Processing Technician, and Information Processing Specialist) as major fields of study with course work in natural science, social science, humanities, languages and rationality, and living skills to earn an Associate in Science degree in Information Processing.

#### Career Opportunities

Students who have obtained certificates (Word Processing Technician, Information Processing Technician, and Information Processing Specialist) are interested in attaining associate degrees for continued job advancement. Many employees with advance software proficiencies and competencies in hardware support, maintenance, and repair are considered top candidates for supervisory or managerial positions.

Such positions include: office supervisors, office managers, computer support specialists, and information processing specialists. Based on Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow approximately 11.0% and will continue to exceed the number of available and trained workers.

#### Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria:

Course work to obtain the Word Processing Technician Certificate, the Information Processing Technician Certificate, and the Information Processing Specialist Certificate is required.

**Upon completion of this program, the student will be able to:**

- demonstrate creativity, critical thinking, ethical behavior, and self-understanding that are essential to the attainment of personal goals.
- explain how the individual, society, and human heritage impacts society and the environment.
- communicate effectively through speaking, writing, and the use of professional tools.
- recognize and demonstrate an appreciation of the need for life-long learning and continual professional development.
- demonstrate an understanding of the diverse fields of human knowledge in natural science, social science, humanities, language and rationality, and living skills.
- demonstrate an understanding of professional ethics and responsibilities and the impact of the professional on society.
- demonstrate an understanding of global, ethical, and societal concerns relating to the impact of computers.
- adapt to technological changes and innovations in computers and use the techniques, skills, and tools necessary to meet needs.
- analyze needs, design solutions, and implement necessary microcomputer applications or processes to on-the-job problems in a team environment using appropriate diagnostic tools

**Required Program****Units**

CISC 300 Computer Familiarization (1).....	1 - 3
or CISC 310 Introduction to Computer Information Science (3)	
CISA 305 Beginning Word Processing .....	2 <sup>1</sup>
CISA 305 Beginning Word Processing .....	2 <sup>2</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>3</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>4</sup>
CISC 110 Using ePortfolios.....	1
CISA 340 Presentation Graphics.....	2
CISC 305 Introduction to the Internet .....	1
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISC 320 Operating Systems.....	1 <sup>5</sup>
CISA 311 Intermediate Electronic Spreadsheets .....	1
CISA 323 Database Management using Microsoft Access .....	2
ET 145 Basic Computer System Repair I (1).....	4 - 7
and ET 146 Basic Computer System Repair II (3)	
and ET 147 Basic Computer System Repair III (3)	
or CISC 360 Microcomputer Support and Maintenance (4)	

A minimum of 2 units from the following:..... 2  
 CISC 498 Work Experience in Computer Information Science - Core (1 - 4)

**Total Units Required****24 - 29**<sup>1</sup> MS-WORD<sup>2</sup> COREL WordPerfect - Windows or LINUX<sup>3</sup> MS-WORD<sup>4</sup> COREL WordPerfect - Windows or LINUX<sup>5</sup> Windows or UNIX/LINUX**Suggested Electives**

CISC 306, 324, 351; CISS 300, ET 490

**Associate in Science (A.S.) Degree**

The Associate in Science Degree in Information Processing may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Information Processing Specialist****Certificate of Achievement****Program Information**

This certificate builds upon a previous background in the use of microcomputer application programs. As the student advances in an office-related career path, technical expertise in all aspects of information processing is expected. In addition to advanced software courses in spreadsheet and database management, this certificate also provides the student with hands-on training in hardware support and maintenance.

**Career Opportunities**

Many students who are currently employed in mid-level office positions are interested in opportunities for advancement to lead or resource person. These positions require a high proficiency with office software applications as well as the ability to identify and troubleshoot micro-computer problems.

Such positions include: first line supervisors, administrative analysts, information resource personnel, or lead administrative specialists. Based on Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow approximately 11.0% annually and will continue to exceed the number of available and trained workers.

**Enrollment Eligibility**

To be eligible for enrollment in the program, the student must meet the following criteria:

Course work to obtain the Word Processing Technician Certificate and the Information Processing Technician Certificate is required.

**Upon completion of this program, the student will be able to:**

- design, implement, manage, and evaluate data management systems involving custom programming to solve complex business problems.
- analyze and integrate data from various application programs for individual and group on-the-job projects.
- set up, test, and implement complex macros and programming for on-the-job usage.
- demonstrate understanding of basic hardware components and the organization, installation, and repair of microcomputers.
- evaluate different hardware and software specification standards and implement problem-solving strategies or techniques using various diagnostic tools.
- analyze on-the-job needs, identify software and hardware related problems, and effectively communicate solutions to end users.

**Required Program****Units**

CISC 300 Computer Familiarization (1).....	1 - 3
or CISC 310 Introduction to Computer Information Science (3)	
CISA 305 Beginning Word Processing .....	2 <sup>1</sup>
CISA 305 Beginning Word Processing .....	2 <sup>2</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>3</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>4</sup>
CISC 110 Using ePortfolios.....	1
CISA 340 Presentation Graphics.....	2
CISC 305 Introduction to the Internet .....	1
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISA 323 Database Management using Microsoft Access .....	2
CISC 320 Operating Systems.....	1 <sup>5</sup>
CISA 311 Intermediate Electronic Spreadsheets .....	1
ET 145 Basic Computer System Repair I (1).....	4 - 7
and ET 146 Basic Computer System Repair II (3)	
and ET 147 Basic Computer System Repair III (3)	
or CISC 360 Microcomputer Support and Maintenance (4)	

A minimum of 2 units from the following:..... 2  
 CISC 498 Work Experience in Computer Information  
 Science - Core (1 - 4)

**Total Units Required** **24 - 29**

<sup>1</sup> MS-WORD

<sup>2</sup> COREL WordPerfect - Windows or LINUX

<sup>3</sup> MS-WORD

<sup>4</sup> COREL WordPerfect - Windows or LINUX

<sup>5</sup> Windows or UNIX/LINUX

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Information Processing Technician

### Certificate of Achievement

#### Program Information

This information processing technician certificate builds upon previous training in the use of word processing programs. As employees become more proficient with basic entry-level skills in word processing, advancement in the work place requires competencies in other microcomputer software programs. These include skills in the operating system, spreadsheet, database management, graphics, and the use of the Internet.

This certificate is designed for students interested in job advancement requiring additional computer skills.

#### Career Opportunities

Students who are currently employed in entry-level office-related jobs (many of which require word processing skills) are interested in opportunities for advancement. These positions usually require competencies in additional microcomputer applications courses in the Windows operating system, spreadsheet, database management, graphic presentations, and the use of the Internet.

Such positions include: health information technicians, customer or client service representatives, and customer support specialists. Based on Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow an average of 11.4% annually and will continue to exceed the number of available and trained workers.

#### Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria:

Course work to obtain the Word Processing Technician Certificate is required.

#### Upon completion of this program, the student will be able to:

- demonstrate proficiency in Windows operating system commands, programs, file and folders management, storage, and utilities.
- identify on-the-job problems, projects, presentations, and assignments and design appropriate software solutions or tools.
- evaluate effectiveness of software solutions and implement suitable software changes, enhancements, or improvements.
- design and implement data management systems involving queries, data entry, screen, forms, tables, reports, and labels.
- explain and use asynchronous and synchronous communication tools.
- identify Internet laws, guidelines, security and privacy issues and determine specific on-the-job applications.

### Required Program

### Units

CISC 300 Computer Familiarization (1).....	1 - 3
or CISC 310 Introduction to Computer Information Science (3)	
CISA 305 Beginning Word Processing .....	2 <sup>1</sup>
CISA 305 Beginning Word Processing .....	2 <sup>2</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>3</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>4</sup>
CISC 110 Using ePortfolios.....	1
CISA 340 Presentation Graphics.....	2
CISC 305 Introduction to the Internet .....	1
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISC 320 Operating Systems.....	1 <sup>5</sup>
CISA 323 Database Management using Microsoft Access .....	2

A minimum of 2 units from the following:..... 2  
 CISC 498 Work Experience in Computer Information  
 Science - Core (1 - 4)

**Total Units Required** **19 - 21**

<sup>1</sup> MS-WORD

<sup>2</sup> COREL WordPerfect - Windows or LINUX

<sup>3</sup> MS-WORD

<sup>4</sup> COREL WordPerfect - Windows or LINUX

<sup>5</sup> Windows or UNIX/LINUX

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Word Processing Technician

### Certificate of Achievement

#### Program Information

This word processing certificate introduces students to microcomputer concepts and skills in the two most widely used word processing software packages currently used in the United States. This certificate allows students to bring basic computer knowledge and word processing skills to entry level positions. It provides students with electronic documentation of all past and current educational and professional accomplishments and experiences to fit individual job requirements in business companies, private non-profit organizations, government agencies, and legal firms. It also enables students to have direct work experience utilizing word processing software skills.

#### Career Opportunities

Word processing skills are in high demand by nearly every organization, company, or agency. Entry-level clerical, secretarial, and receptionist positions traditionally use software packages designed for word processing of memos and correspondence, reports, and manuals.

With the increased demand for and integration of technology in the work place, the demand for employees competent in manipulating text has evolved to other computer-related office positions. Particularly in the current job market, basic text processing skills are essential. Such positions include: office assistants and clerks, information and records clerks, and correspondence clerks. Based on recent Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow an average of 14.4% annually and will continue to exceed the number of available and trained workers.

Additionally, areas such as web site design, accounting or bookkeeping, banking, and supervisory/managerial positions require some skills in text processing as integral parts of the job.

**Upon completion of this program, the student will be able to:**

- demonstrate competency in basic Windows operating system terminology and commands, file management and storage, and data input.
- demonstrate competency in two state-of-the-art word processing software systems.
- recognize and identify word processing terminology, styles, libraries, and settings.
- describe and analyze word processing concepts and theories to interpret and operate appropriate applications.
- explain and use all formatting components within presentation quality documents (including all format commands and codes, tables, different tab and indent settings).
- design and complete presentation quality business materials without the use of the help feature or templates.
- analyze and apply appropriate word processing features (e.g., line and page numbering, headers/footers) to complete typical business reports and documents.
- organize and complete a multi-page business document incorporating advanced document features (e.g., graphics, outlining, macro, and merge).

<b>Required Program</b>	<b>Units</b>
CISC 300 Computer Familiarization (1) ..... or CISC 310 Introduction to Computer Information Science (3)	1 - 3
CISA 305 Beginning Word Processing .....	2 <sup>1</sup>
CISA 305 Beginning Word Processing .....	2 <sup>2</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>3</sup>
CISA 306 Intermediate Word Processing .....	2 <sup>4</sup>
CISC 110 Using ePortfolios.....	1
A minimum of 2 units from the following:.....	2
CISC 498 Work Experience in Computer Information Science - Core (1 - 4)	
<b>Total Units Required</b>	<b>12 - 14</b>

<sup>1</sup> MS-WORD  
<sup>2</sup> COREL WordPerfect - Windows or LINUX  
<sup>3</sup> MS-WORD  
<sup>4</sup> COREL WordPerfect - Windows or LINUX

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

**Information Systems Security**

**Associate in Science Degree**

**Program Information**

Information systems security has become a critical knowledge area for those interested in a career as an information technology professional. This degree provides the information and skills necessary for network administration professionals to implement security from internal and external threats for an enterprise network. It covers client and server security on different operating systems, disaster recovery planning, and forensics. This program also provides preparation for several computer information security certification exams, including the Computer Technology Industry Association (CompTIA) Security+ exam, Microsoft Certified Systems Engineer (MCSE) exams, and several of the Certified Information Systems Security Professional (CISSP) certification exams.

**Upon completion of this program, the student will be able to:**

- develop best practices for configuring network operating system services to provide optimum security.
- compare and contrast the benefits of firewalls vs. intrusion detection devices and software.
- analyze organizational needs and implement internal security policies for the enterprise.
- evaluate and implement the required security programs and policies to protect the enterprise against viruses, Trojans, worms, rootkits, and spyware.
- construct file system permissions and share permissions to allow only the minimum levels of access needed by users to use network resources.
- prioritize and establish a disaster recovery plan for the enterprise.
- explain and configure a network firewall to provide optimum security from external threats and exploits.
- construct and apply group policies and file system permissions to secure files and network resources.

**Career Opportunities**

Networking/security skills and experience are needed for technical support staff, administrators, designers, troubleshooters, and information systems security specialists. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow a phenomenal 37.1% annually, and will continue to exceed the number of available and trained workers.

<b>Required Program</b>	<b>Units</b>
CISC 320 Operating Systems (1) ..... or CISC 323 Linux Operating System (1)	1
CISN 300 Network Systems Administration (3) ..... or CISN 303 Network Administration - Linux Server (3)	3
CISN 302 Intermediate Network Systems Administration (3) .....	3
CISS 300 Introduction to Information Systems Security .....	1
CISS 310 Network Security Fundamentals.....	3
CISS 320 Implementing Network Security and Counter Measures .....	3
CISS 330 Implementing Internet Security and Firewalls .....	3
CISS 341 Implementing Windows Operating System Security (3) ..... or CISS 342 Implementing Linux Operating System Security (3)	3
CISS 350 Disaster Recovery .....	3
CISS 360 Computer Forensics and Investigation .....	3

A minimum of 3 units from the following: .....

CISC 310 Introduction to Computer Information Science (3)	3
CISC 355 Introduction to Data Communications (1.5)	1.5
CISC 351 Introduction to Local Area Networks (1)	1
CISC 360 Microcomputer Support and Maintenance (4)	4
CISN 308 Internetworking with TCP/IP (3)	3
CISN 374 Messaging Server Administration (3)	3
CISN 340 CISCO Networking Academy (CCNA) <sup>™</sup> : Data Communication and Networking (3)	3
CISC 324 Intermediate Linux Operating System (1)	1
CISS 301 Ethical Hacking (2)	2
CISN 315 Advanced Network Administration (2)	2
CISN 303 Network Administration - Linux Server (3)	3
CISN 341 CISCO Networking Academy (CCNA) <sup>™</sup> : Networking Theory and Routing Technologies (3)	3

**Total Units Required** **29**

**Suggested Electives**

BUS 310, ENGWR 300 or 480, ESLW 340

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.



## Information Systems Security

### Certificate of Achievement

#### Program Information

Information systems security has become a critical knowledge area for those interested in a career as an information technology professional. This degree provides the information and skills necessary for network administration professionals to implement security from internal and external threats for an enterprise network. It covers client and server security on different operating systems, disaster recovery planning, and forensics. This program also provides preparation for several computer information security certification exams, including the Computer Technology Industry Association (CompTIA) Security+ exam, Microsoft Certified Systems Engineer (MCSE) exams, and several of the Certified Information Systems Security Professional (CISSP) certification exams.

#### Career Opportunities

Networking/security skills and experience are needed for technical support staff, administrators, designers, troubleshooters, and information systems security specialists. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow a phenomenal 37.1% annually, and will continue to exceed the number of available and trained workers.

#### Upon completion of this program, the student will be able to:

- define best practices for configuring network operating system services to provide optimum security.
- analyze organizational needs and implement internal security policies for the enterprise.
- evaluate and implement the required security programs and policies to protect the enterprise against viruses, trojans, worms, rootkits, and spyware.
- compare and contrast the benefits of firewalls vs. intrusion detection devices and software.
- construct file system permissions and share permissions to allow only the minimum levels of access needed by users to use network resources.

#### Required Program

#### Units

CISC 320 Operating Systems (1) ..... 1 or CISC 323 Linux Operating System (1)	1
CISN 300 Network Systems Administration (3) ..... 3 or CISN 303 Network Administration - Linux Server (3) or CISN 304 Networking Technologies (3)	3
CISS 310 Network Security Fundamentals..... 3	3
CISS 320 Implementing Network Security and..... 3 Counter Measures	3
CISS 330 Implementing Internet Security and Firewalls ..... 3	3
CISS 341 Implementing Windows Operating System ..... 3 Security (3) or CISS 342 Implementing Linux Operating System Security (3)	3
A minimum of 6 units from the following: ..... 6	6
CISS 300 Introduction to Information Systems Security (1)	
CISS 301 Ethical Hacking (2)	
CISS 341 CISCO Networking Academy (CCNA) <sup>tm</sup> : Networking Theory and Routing Technologies (3)	
CISS 350 Disaster Recovery (3)	
CISS 360 Computer Forensics and Investigation (3)	

#### Total Units Required

22

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Network Administration

### Associate in Science Degree

### Certificate of Achievement

#### Program Information

The Network Administration Degree and Certificate of Achievement provides the skills needed in the networking environment. Focus is on the knowledge and skills required for day-to-day operation and management of computer networks. The Network Administration Degree and Certificate of Achievement prepare students for entry-level positions in computer network administration.

#### Career Opportunities

Networking skills and experience are needed for network technical support staff, network administrators, network designers, network troubleshooters, and information systems security specialists. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow a phenomenal 53.4% annually and will continue to exceed the number of available and trained workers

#### Upon completion of this program, the student will be able to:

- demonstrate competency in Windows operating system terminology and commands, account management, and file management and storage.
- construct and implement computer network systems by applying the steps of the network design model working individually or in a team.
- demonstrate working knowledge of principles in computer networking and data management, or information systems security, or web server administration, depending on the electives chosen.
- define best practices for configuring network operating system services.
- analyze and apply directory services group policy settings at the Organizational Unit (OU), domain, site or local machine level.

#### Required Program

#### Units

CISC 320 Operating Systems (1) ..... 1 or CISC 323 Linux Operating System (1)	1
CISN 300 Network Systems Administration (3) ..... 3	3
CISN 302 Intermediate Network Systems Administration ..... 3	3
CISN 306 Advanced Network Systems Administration (3) ..... 3	3
CISN 307 Windows Active Directory Services..... 3	3
CISN 308 Internetworking with TCP/IP ..... 3	3
CISS 300 Introduction to Information Systems Security (1)..... 1 - 2 or CISS 301 Ethical Hacking (2)	1 - 2
A minimum of 10 units from the following: ..... 10	10
CISS 310 Introduction to Computer Information Science (3)	
CISS 324 Intermediate Linux Operating System (1)	
CISS 351 Introduction to Local Area Networks (1)	
CISS 355 Introduction to Data Communications (1.5)	
CISN 340 CISCO Networking Academy (CCNA) <sup>tm</sup> : Data Communication and Networking (3)	
CISN 341 CISCO Networking Academy (CCNA) <sup>tm</sup> : Networking Theory and Routing Technologies (3)	
CISN 346 Network Design and Projects (3.5)	
CISN 303 Network Administration - Linux Server (3)	
CISN 304 Networking Technologies (3)	
CISN 315 Advanced Network Administration (2)	
CISN 320 Designing Windows Directory Services (3)	
CISN 374 Messaging Server Administration (3)	
CISS 301 Ethical Hacking (2)	
CISS 310 Network Security Fundamentals (3)	
CISS 320 Implementing Network Security and Counter Measures (3)	
CISS 330 Implementing Internet Security and Firewalls (3)	
CISS 360 Computer Forensics and Investigation (3)	
CISS 350 Disaster Recovery (3)	

#### Total Units Required

27 - 28

**Suggested Electives**

BUS 310, ENGWR 300 or 480, ESLW 340, STAT 480

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Network Design****Associate in Science Degree****Certificate of Achievement****Program Information**

The Network Design Degree and Certificate of Achievement provides the skills needed in the networking environment. Focus is on the knowledge and skills required for day-to-day operation and management of computer networks. The Network Design Degree and Certificate of Achievement prepare students for entry-level positions in computer network design.

**Career Opportunities**

Networking skills and experience are needed for network technical support staff, network administrators, network designers, network troubleshooters, and information systems security specialists. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow a phenomenal 53.4% annually and will continue to exceed the number of available and trained workers.

**Upon completion of this program, the student will be able to:**

- develop best practices for configuring Internet Protocol (IP) addresses.
- evaluate and implement technologies to support IP routing protocols such as Routing Information Protocol (RIP), Interior Gateway Routing Protocol (IGRP), and Open Shortcut Path First (OSPF).
- construct and configure access lists.
- compare and contrast types of network media.
- demonstrate working knowledge of principles in computer networking and data management, information systems security, or web server administration, depending on the electives chosen.
- demonstrate competency in Windows operating system terminology and commands, account management, and file management and storage

**Required Program****Units**

CISC 320 Operating Systems (1) .....	1
or CISC 323 Linux Operating System (1)	
CISN 340 CISCO Networking Academy (CCNA) <sup>™</sup> : .....	3
Data Communication and Networking Fundamentals	
CISN 341 CISCO Networking Academy (CCNA) <sup>™</sup> : .....	3
Networking Theory and Routing Technologies	
CISN 342 CISCO Networking Academy (CCNA) <sup>™</sup> : .....	3
Advanced Routing and Switching	
CISN 343 CISCO Networking Academy (CCNA) <sup>™</sup> : .....	3
Wide Area Network and Project-Based	
CISN 346 Network Design and Projects.....	3.5
CISN 336 Wireless Technologies.....	3
CISN 308 Internetworking with TCP/IP .....	3
CISS 310 Network Security Fundamentals.....	3
A minimum of 6 units from the following:.....	6
CISC 310 Introduction to Computer Information Science (3)	
CISN 300 Network Systems Administration (3)	
CISN 303 Network Administration - Linux Server (3)	
CISN 304 Networking Technologies (3)	
CISN 320 Implementing Network Security and Counter Measures (3)	

**Total Units Required****31.5****Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Advanced CISCO Networking****Certificate of Achievement****Program Information**

The Advanced CISCO Networking Certificate recognizes the advanced skills needed for job enhancement and promotion in today's networking and Internet environment. It focuses on advanced knowledge and skills required for supervisory, management, and troubleshooting computer network operations. It prepares students for promotional positions in computer network design.

**Career Opportunities**

Networking skills and experience are needed for network technical support staff, network administrators, network designers, network troubleshooters, and information systems security specialists. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow a phenomenal 53.4% annually and will continue to exceed the number of available and trained workers.

**Upon completion of this program, the student will be able to:**

- develop best practices for configuring scalable IP addresses.
- construct and configure complex access control lists.
- design and test edge router connectivity into a BGP network.
- evaluate and implement advanced multilayer switching configuration.

Required Program	Units
CISN 350 CISCO Networking Academy (CCNP) <sup>™</sup> : ..... 3 Advanced Router Configuration	
CISN 351 CISCO Networking Academy (CCNP) <sup>™</sup> : ..... 3 Remote Access (3) or CISN 336 Wireless Technologies (3)	
CISN 352 CISCO Networking Academy (CCNP) <sup>™</sup> : ..... 3 Multi-Layer Switching	
CISN 353 CISCO Networking Academy (CCNP) <sup>™</sup> : ..... 3 Internetwork Troubleshooting	
CISN 342 CISCO Networking Academy (CCNA) <sup>™</sup> : ..... 3 Advanced Routing and Switching	
CISN 343 CISCO Networking Academy (CCNA) <sup>™</sup> : ..... 3 Wide Area Network and Project-Based	
<b>Total Units Required</b>	<b>18</b>

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required courses with grades of "C" or better.

## PC Support

### Certificate of Achievement

#### Program Information

With the rapid expansion of computers into all aspects of society, there is a growing need for technicians with a broad range of knowledge in computer applications to install, maintain, and support computers and the networks that they utilize. Students earning this certificate are prepared to acquire entry-level positions in computer support. Employers hiring students earning this certificate will immediately benefit from the skills the students bring to their jobs.

#### Career Opportunities

Career opportunities for students earning the PC Support Certificate include entry level positions in the following areas: Technical Salesperson, Help Desk Support Technician, Systems Analyst, Data Entry Personnel, Assistant Documentation Specialist and Assistant Trainer. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow 22.9% annually and will continue to exceed the number of available and trained workers.

#### Upon completion of this program, the student will be able to:

- compose clear, grammatically-correct documents related to business.
- design electronic spreadsheets useful in making decisions.
- design, install, and maintain a local area network.
- design presentation graphics.
- construct and implement web pages, including links, graphics, and text.
- demonstrate understanding of the basic components of data communications.
- analyze and troubleshoot computer hardware and software problems.
- apply database software to organize information for decision-making.
- demonstrate competency in basic operating systems terminology, commands, and functions.
- demonstrate competence in the Internet related to searches, email, and security.
- demonstrate competence in formatting text using word processing software.

Required Program	Units
BUS 310 Business Communications (3)..... 3 - 4 or ENGWR 300 College Composition (3) or ENGWR 480 Honors College Composition (3) or ESLW 340 Advanced Composition (4)	
CISC 310 Introduction to Computer Information Science..... 3	
CISC 320 Operating Systems..... 1	
CISA 305 Beginning Word Processing ..... 2	
CISA 310 Introduction to Electronic Spreadsheets ..... 1	
CISA 323 Database Management using Microsoft Access..... 2	
CISC 355 Introduction to Data Communications ..... 1.5	
CISC 351 Introduction to Local Area Networks..... 1	
CISC 305 Introduction to the Internet ..... 1	
CISA 340 Presentation Graphics..... 2	
CISC 306 Introduction to Web Page Creation (1)..... 1-3 or CISW 320 Introduction to Web Site Development (3)	
CISS 300 Introduction to Information Systems Security (1)..... 1 - 2 or CISS 301 Ethical Hacking (2)	
CISC 360 Microcomputer Support and Maintenance (4)..... 4 or [ET 145 Basic Computer System Repair I (1) and ET 146 Basic Computer System Repair II (3)]	
<b>Total Units Required</b>	<b>23.5 - 27.5</b>

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Web Developer

### Associate in Science Degree

#### Certificate of Achievement

#### Program Information

Web Developers are proficient at creating Web site structure and interactivity. The Web Developer degree requires students to use database tools and custom applications to design, code, and test interactive Web sites. There is emphasis on learning the programming and scripting languages that connect a database to a Web site.

#### Career Opportunities

This Web Developer Degree prepares students to become Web Developer, Webmaster, Systems Analyst, Web Systems Analyst, IT Analyst, ICT Analyst, Web Database Administrator, Back-end Developer, Web Programmer.

#### Upon completion of this program, the student will be able to:

- manage a multi-level Web site hosted on a Web server.
- utilize multiple programs simultaneously in order to develop Web sites.
- recommend a Web scripting language, current markup language or Web authoring software, and cascading style sheets to develop complex Web sites that are uploaded via File Transfer Protocol (FTP) to a Web server.
- research and implement current, valid World Wide Web Consortium (W3C) standards including technical recommendations for markup languages, the Web Accessibility Initiative (WAI), the Web Mobility Initiative (WMI), and other recommendations as they are introduced.
- plan a structured approach to Web site development that identifies the information dissemination needs of a client and organizes the content effectively and efficiently in order to communicate to an identified audience; then develop and implement an appropriate Web solution.
- utilize client-side scripting in order to manipulate interactive objects like navigation bars, forms, rollovers, other event handling, and the control of windows, frames, and layers.
- develop Web solutions that include form validation and processing, server-side programming with hypertext-preprocessor (PHP), active server pages (ASP), CGI scripting with Perl, and

- database-driven Web development.
- demonstrate proficiency in the process of Web project management on a real-world Web site including design specification, research, production, modification, time estimation, and presentation.
- design, implement, manage, and evaluate data management systems involving custom programming to solve complex business problems.
- estimate the hours needed or cost to develop and deliver the solution to a complex business problem.
- write code in a currently used Web scripting language.

Required Program	Units
CISW 320 Introduction to Web Site Development.....	3 <sup>1</sup>
CISC 323 Linux Operating System (1).....	1
CISC 324 Intermediate Linux Operating System.....	1
CISA 324 Database Management using SQL.....	2 <sup>2</sup>
CISP 401 Object Oriented Programming with Java.....	4 <sup>3</sup>
CISP 350 Database Programming.....	3 <sup>4</sup>
CISW 325 Intermediate Web Site Development.....	4 <sup>5</sup>
CISW 350 Imaging for the Web (1).....	1 - 3
or GCOM 330 Digital Imaging 1 (3)	
CISW 370 Designing Accessible Web Sites.....	1
CISW 400 Client-side Web Scripting.....	4
CISW 304 Cascading Style Sheets (2).....	2
or CISW 440 XML: Introduction to Extensible Markup Language (2)	
CISW 410 Middleware Web Scripting (4).....	4
or CISW 420 Server-side Web Scripting (4)	
CISW 470 Web Projects.....	3
<b>Total Units Required</b>	<b>33 - 35</b>

<sup>1</sup> CISW300 can be used to fulfill this requirement.  
<sup>2</sup> CISA 323 is a prerequisite for this course.  
<sup>3</sup> CISP 301 and CISP 360 are prerequisites for this course.  
<sup>4</sup> taken at SCC  
<sup>5</sup> CISW 310 can be used to fulfill this requirement.

**Suggested Electives**  
 BUS 210, 212, 218; CISP 301, 360, 457; PHIL 310

**Associate in Science (A.S.) Degree**  
 The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total.

**Certificate of Achievement**  
 The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

**Active Server Pages Developer  
 Certificate of Achievement**

**Program Information**  
 This certificate is designed to prepare students to develop, design, manage, and create Websites using Active Server Pages (ASP).

**Career Opportunities**  
 Web design/web skills and experience are needed for webmaster/web administrator jobs as well as many IT specialists and support positions. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow at 13.0% annually and will continue to exceed the number of available and trained workers.

- Upon completion of this program, the student will be able to:**
- apply file management techniques to the management of multi-level Web sites hosted on a Web server.
  - utilize multiple programs simultaneously in order to develop Web sites.
  - utilize markup languages, including XHTML, web authoring software, and cascading style sheets to develop multi-level Web sites that are uploaded via File Transfer Protocol (FTP) to a Web server.
  - plan a structured approach to Web site development that identifies the information dissemination needs of a client and organizes the content effectively and efficiently in order to communicate to an identified audience; then develop and implement an appropriate Web solution.
  - demonstrate basic skills in form validation and processing, server-side programming with Active Server Pages (ASP) and database-driven Web development.
  - demonstrate proficiency in the process of Web project management on a real-world Web site including design specification, research, production, modification, and presentation.
  - design, implement, manage, and evaluate data management systems involving custom programming to solve complex business problems.

Required Program	Units
CISW 320 Introduction to Web Site Development.....	3
CISW 325 Intermediate Web Site Development.....	4
CISW 370 Designing Accessible Web Sites.....	1
CISW 410 Middleware Web Scripting.....	4
CISW 411 Middleware Scripting Database Web Applications.....	2
CISW 470 Web Projects.....	3
<b>Total Units Required</b>	<b>17</b>

**Certificate of Achievement**  
 The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

**Webmaster, Level 1  
 Certificate of Achievement**

**Program Information**  
 Webmasters are proficient at blending the art of Web page coding with the visual arts to create pages that are content rich and visually pleasing. They are skilled with page layout, image creation and manipulation, and Web page scripting. In addition, they administer the Web sites and keep them secure. The Webmaster, Level 1 certificate requires learning to use current markup languages and industry standard software for Web content development and presentation, following the international standards as recommended by the World Wide Web Consortium. This certificate prepares the student for employment as a member of a Web professional team.

**Career Opportunities**  
 This certificate prepares student to become a Webmaster, Web Team Member, Information System Analyst, Information Technology Analyst, or Web Designer.

**Upon completion of this program, the student will be able to:**

- apply file management techniques to the management of multi-level Web sites hosted on a Web server.
- utilize multiple programs simultaneously in order to develop Web sites.
- explain the global infrastructure that supports the Internet and the World Wide Web and how communication through the Web is accomplished.
- demonstrate an understanding of the visual design concepts related to designing a Web site for a specific audience using a storyboard and wire frames.
- create optimized graphic and media elements that effectively enhance a Web site without impacting bandwidth.
- utilize markup languages, including XHTML, web authoring software, and cascading style sheets (CSS) to develop multi-level Web sites that are uploaded via File Transfer Protocol (FTP) to a Web server.
- research and implement current World Wide Web Consortium (W3C) standards including technical recommendations for markup languages, the Web Accessibility Initiative (WAI), the Web Mobility Initiative (WMI), and other recommendations as they are introduced.
- plan a structured approach to Web site development that identifies the information dissemination needs of a client and organizes the content effectively and efficiently in order to communicate to an identified audience, and then develop and implement an appropriate Web solution.
- utilize client-side scripting and Cascading Style Sheets in order to manipulate interactive objects like navigation bars, forms, rollovers, other event handling, and the control of windows, frames, and layers.
- demonstrate basic skills in form validation and processing, server-side programming with hypertext pre-processor (PHP), CGI scripting with Perl, and database-driven Web development.
- demonstrate proficiency in the process of Web project management on a real-world Web site including design specification, research, production, modification, and presentation.
- explain the history of electronic commerce including the theory and practice of marketing via the World Wide Web.
- demonstrate proficiency in Web business principles including organic and paid search marketing and optimization, Web marketing, business processes, contract negotiations, change orders and general business planning.
- understand fundamental legal issues as they relate to Web development copyright and privacy policies.
- develop an awareness of Web security issues.

**Required Program****Units**

CISC 305 Introduction to the Internet (1) .....	1-3
or CISC 310 Introduction to Computer Information Science (3)	
or CISC 355 Introduction to Data Communications (1.5)	
CISC 320 Operating Systems (1) .....	1 - 1.5
or CISC 323 Linux Operating System (1)	
or GCOM 101 Introduction to the Macintosh (1.5)	
MKT 330 Internet Marketing .....	3
CISW 320 Introduction to Web Site Development.....	3 <sup>1</sup>
CISW 350 Imaging for the Web (1) .....	1 - 3
or GCOM 330 Digital Imaging (3)	
GCOM 360 Introduction to Web and Interactive Technologies .....	3
CISW 370 Designing Accessible Web Sites .....	1
CISW 304 Cascading Style Sheets .....	2
CISW 321 Web Site Development using Dreamweaver .....	3
CISW 325 Intermediate Web Site Development (4) .....	4 <sup>2</sup>
or CISW 400 Client-side Web Scripting (4)	
CISW 470 Web Projects .....	3
<b>Total Units Required</b>	<b>25 - 29.5</b>

<sup>1</sup> CISW 300 can be used to fulfill this requirement.

<sup>2</sup> CISW 310 can be used to fulfill this requirement.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Webmaster, Level 2****Certificate of Achievement****Program Information**

Webmasters are practitioners of communication via the World Wide Web who are proficient in the technical aspects of Web site design and development, as well as the implementation and administration of Web servers. The Webmaster, Level 2 certificate requires learning standards-based Web site development and basic skills related to servers, routers, security, network management, and systems maintenance. This certificate prepares the student for free-lance or entry-level employment as a Webmaster or Web server administrator.

**Career Opportunities**

This certificate prepares students to become Webmaster, Web Team Member, Information System Analyst, Information Technology Analyst, or Web server administrator.

**Upon completion of this program, the student will be able to:**

- apply file management techniques to the management of multi-level Web sites hosted on a Web server.
- explain the global infrastructure that supports the Internet and the World Wide Web and how communication through the Web is accomplished.
- explain the history of electronic communication including the theory and practice of doing business via the World Wide Web.
- utilize markup languages, including XHTML, web authoring software, and cascading style sheets to develop complex Web sites that are uploaded via File Transfer Protocol (FTP) to a Web server.
- research and implement current World Wide Web Consortium (W3C) standards including technical recommendations for markup languages, the Web Accessibility Initiative (WAI), the Web Mobility Initiative (WMI), and other recommendations as they are introduced.
- plan a structured approach to Web site development that identifies the information dissemination needs of a client and organizes the content effectively and efficiently in order to communicate to an identified audience; then develop and implement an appropriate Web solution.
- demonstrate basic skills in form validation and processing, server-side programming with hypertext pre-processor (PHP), CGI scripting with Perl, and database-driven Web development.
- demonstrate proficiency in the process of Web project management on a real-world Web site including design specification, research, production, modification, and presentation.
- administer a server in a client/server network including managing network security with user and group accounts, creating directory structures and network shares, monitoring and troubleshooting network resources, and establishing policies and procedures for server operations.
- administer a Web server using appropriate protocols for the Internet and intranets including the installation, configuration, management and tuning of Web servers; WWW and FTP services; security features; on-line transaction processing; and Web site optimization.
- analyze risks to a Web server and implement a workable security policy that protects information assets from potential intrusion, damage or theft, including countermeasures to deploy to thwart potential attacks.
- install and maintain a firewall to prevent unauthorized access to a Web server, manage secure access to key services while maintaining your organization's security, and implement firewall-to-firewall Virtual Private Networks (VPNs).

**Required Program**

**Units**

CISC 320 Operating Systems (1).....	1 - 3
or GCOM 101 Introduction to the Macintosh (1.5)	
or CISC 310 Introduction to Computer Information Science (3)	
CISC 323 Linux Operating System.....	1
CISC 355 Introduction to Data Communications.....	1.5
CISW 320 Introduction to Web Site Development (3).....	3 <sup>1</sup>
or CISW 321 Web Site Development using Dreamweaver (3)	
CISW 325 Intermediate Web Site Development (4).....	4 <sup>2</sup>
or CISW 410 Middleware Web Scripting (4)	
or CISW 420 Server-side Web Scripting (4)	
CISN 300 Network Systems Administration (3).....	3
CISN 303 Network Administration - Linux Server.....	3
CISN 308 Internetworking with TCP/IP .....	3
CISS 310 Network Security Fundamentals.....	3
CISS 330 Implementing Internet Security and Firewalls.....	3

**Total Units Required**

**25.5 - 27.5**

<sup>1</sup> CISW 300 can be used to fulfill this requirement.

<sup>2</sup> CISW 310 can be used to fulfill this requirement.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

**International Computer Driving License Certificate**

**Program Information**

This certificate is designed for students in any field who want to pass all seven examinations that are part of the International Computer Driving License (ICDL). In these courses, students will learn the terminology used in the world of computers and the World Wide Web. Then students will learn how to create files using a word processor, a spreadsheet, a database, a digital presentation package, and a Web page creation tool. Students who complete these courses should be prepared to take all seven examinations from ICDL.

**Career Opportunities**

Computer skills and experience are needed for office and administrative assistants, information technicians, insurance agents, retail clerks, and office clerks. According to the Bureau of Labor Statistics (2008-2018) figures, job demands in these areas will grow 11.0% annually and will continue to exceed the number of available and trained workers

**Upon completion of this program, the student will be able to:**

- demonstrate proficiency in Windows operating system commands, programs, file and folders management, storage, and utilities.
- identify problems, projects, presentations, and assignments and design appropriate software solutions or tools.
- evaluate effectiveness of software solutions and implement suitable software changes, enhancements, or improvements.
- design and implement data management systems involving queries, data entry, screen, forms, tables, reports, and labels.
- create presentations with common presentation software.
- identify Internet laws, guidelines, security and privacy issues.
- explain and show how to use the World Wide Web for sending and receiving mail, searching for information, using on-line directories, and transferring files from/to the Web to/from the personal computer.
- create a word processing document, a spreadsheet that calculates values, a memo or report, a report from a database, and a Web page using the appropriate software tools.
- explain what the most common software tools are called and what use they have including listing the most common filename extensions.

**Required Program**

**Units**

CISC 310 Introduction to Computer Information Science.....	3
CISA 305 Beginning Word Processing .....	2
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISA 340 Presentation Graphics.....	2
CISC 305 Introduction to the Internet .....	1
CISA 323 Database Management using .....	2
Microsoft Access	

**Total Units Required**

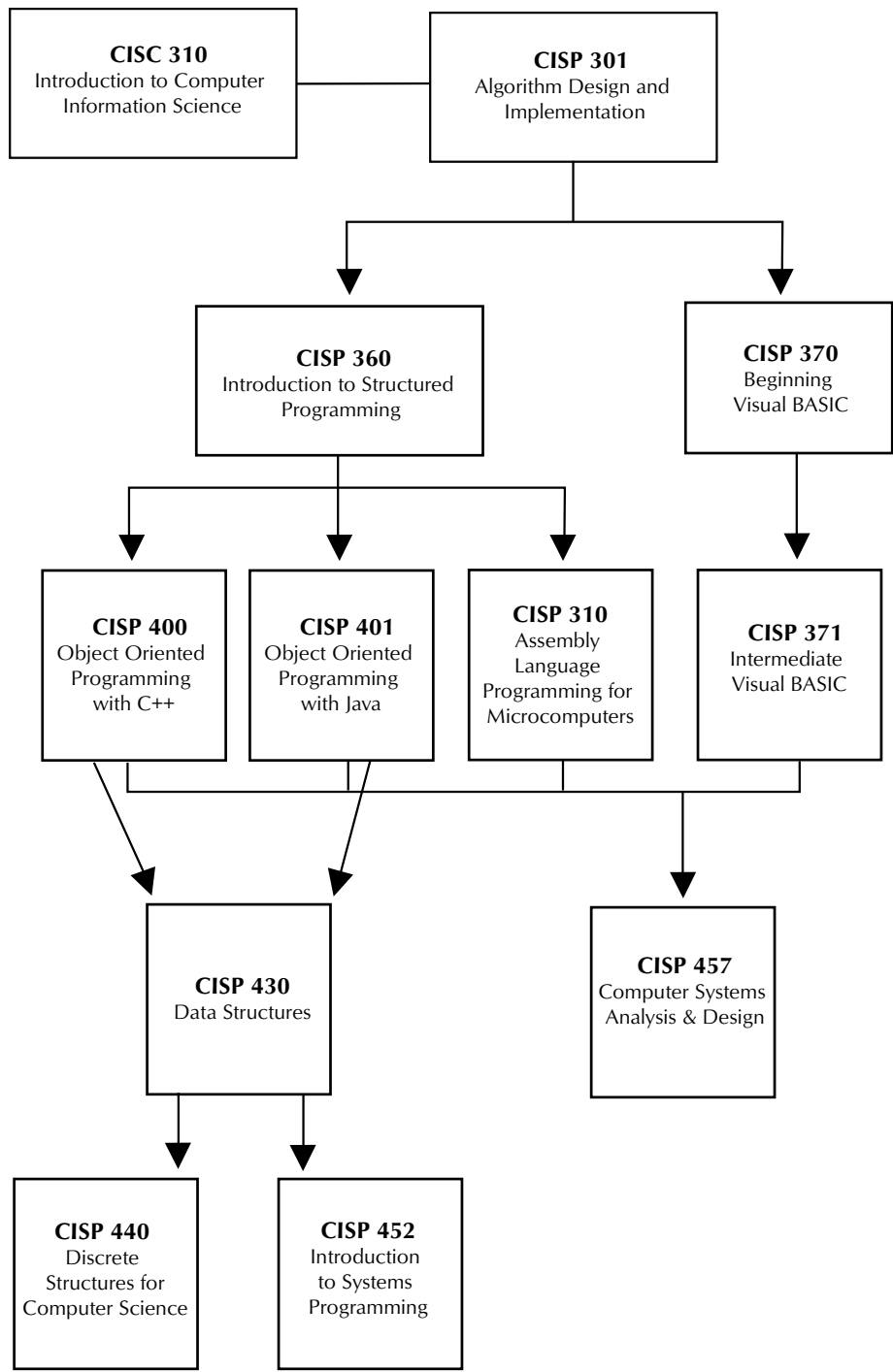
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**Certificate**

The Certificate may be obtained by completion of the required courses with grades of “C” or better.

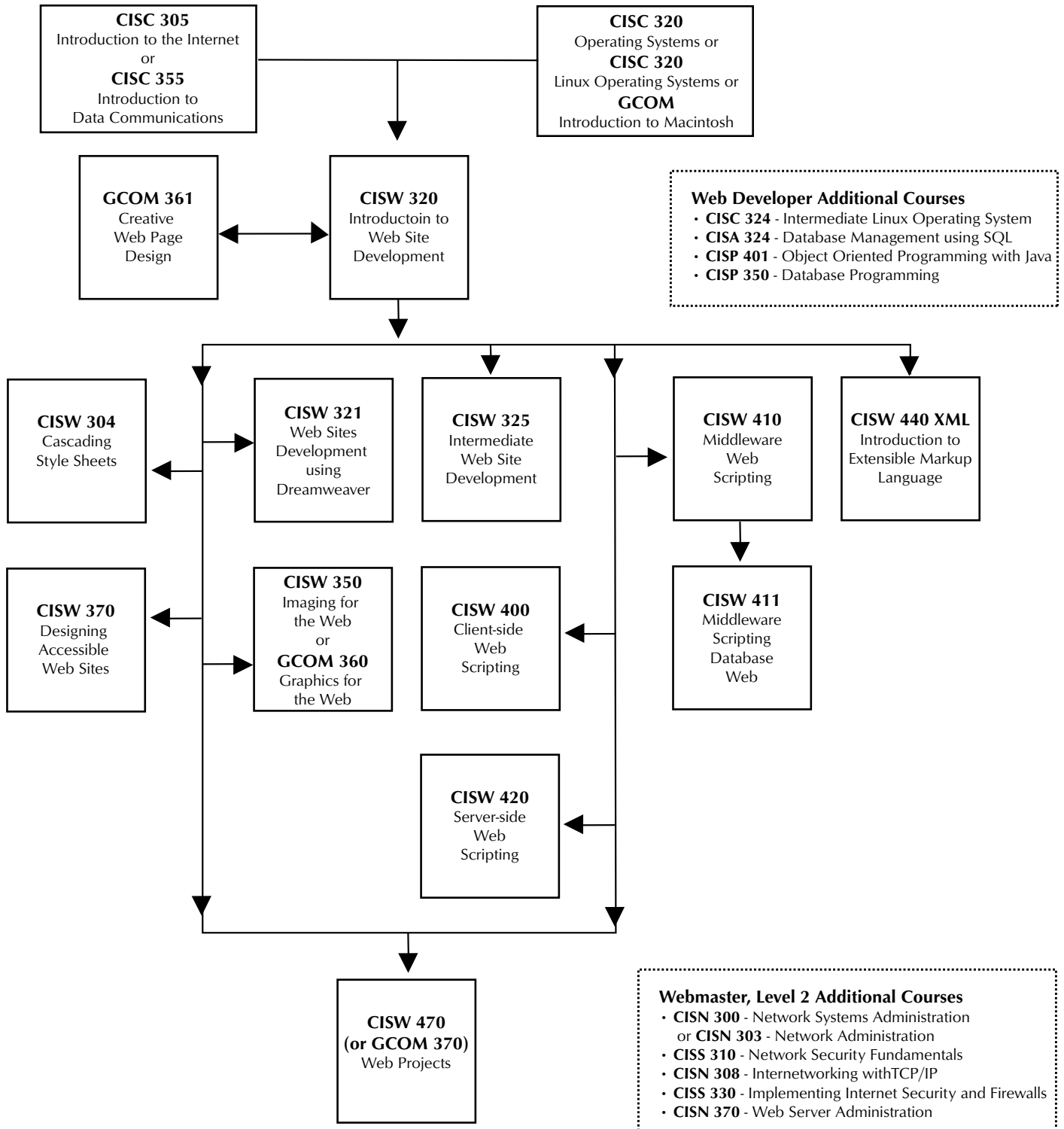
## Computer Information Science

### Sequence of Modern Programming Language Courses



- CIS and MIS majors should enroll in both CISC 310 and CISP 301 at the same time.
- Transfer students should check with their counselor for degree requirements.

## Computer Information Science Sequence of Web Courses



Note: There is also another sequence of Web Design courses in Graphic Communication.  
All students should consult with a counselor to select the best courses to meet their academic goals.



## Computer Info Science - Applications (CISA)

### **CISA 305 Beginning Word Processing 2 Units**

*Prerequisite:* CISC 300 or 310 with a grade of "C" or better  
*Advisory:* BUSTEC 300.1 or BUSTEC 100.1 with a grade of "C" or better or keyboarding at 28 wpm.

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

The course introduces the student, through hands-on operation, to the use of word processing on microcomputers. The course includes basic word processing operations such as terminology and screen formats, dialog boxes, text editing, text formatting, text enhancements, sorting, tables, merging functions, saving and retrieving, and printing text. The course may be taken four times for credit on a different software package, version, or operating system -- provided no version or package is repeated.

### **CISA 306 Intermediate Word Processing 2 Units**

*Prerequisite:* CISA 305 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course builds upon previous training in the use of word processing programs. The course includes a brief review of basic editing and text concepts, and then covers intermediate software features such as document processing functions, macro programming functions, complex document styles and commands, and table and graphics applications. The course incorporates all word processing features into the production of one final presentation/job portfolio. The course may be taken four times for credit on a different software package, version, or operating system -- provided no version or package is repeated.

### **CISA 308 Exploring Word Processing and Presentation Software 1 Unit**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course introduces word processing and presentation software. The basic features and skills of creating, editing, formatting, inserting tables and graphics into, and enhancing word documents and PowerPoint presentations are covered. This course meets the requirement for MIS 3 at CSUS. This course does not meet the requirements for SCC CIS certificates or degrees.

### **CISA 310 Introduction to Electronic Spreadsheets 1 Unit**

*Prerequisite:* None.

*Advisory:* BUSTEC 100.1 or BUSTEC 300.1 with a grade of "C" or better or touch-typing at 28 wpm, and CISC 300 or CISC 310 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course introduces the use of electronic spreadsheet programs. The course includes designing a spreadsheet, developing formulas for automatic calculations, using special functions, developing lists, and producing printed reports. Graphic capabilities are presented. The course may be taken four times for credit on a different software package, version, or operating system -- provided no version or package is repeated.

### **CISA 311 Intermediate Electronic Spreadsheets 1 Unit**

*Prerequisite:* CISA 310 with a grade of "C" or better

*Advisory:* BUSTEC 100.1 or BUSTEC 300.1 with a grade of "C" or better or touch-typing at 28 wpm, and CISC 300 and CISC 310 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course covers intermediate and advanced features in electronic spreadsheet software. Topics include using multiple worksheets and workbooks, web tools, scenario management, solver, imported data, the lookup function, and macros. The course may be taken four times for credit on a different software package, version, or operating system -- provided no package or version is repeated.

### **CISA 323 Database Management using Microsoft Access 2 Units**

*Prerequisite:* CISC 300 or 310 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course introduces database management systems in a single-user environment. Students will learn to use a Windows-based application, including the full development of an original database. Topics include database objects, data types, data integrity, relational tables, complex queries, forms, reports, sharing data with other Windows applications, and data maintenance. Students who have completed both CISA 320 and CISA 321 may not receive credit for this course.

### **CISA 324 Database Management using SQL 2 Units**

*Prerequisite:* CISA 323 with a grade of "C" or better; or CISA 320 and CISA 321 with grades of "C" or better

*Advisory:* CISC 310 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course will extend the capabilities of students who have completed a first course in microcomputer database management, with emphasis on database design, reporting, application building, and utilization of files created using other software. Using Structured Query Language (SQL) in multiple relational database environments, students will design and implement practical database applications. Topics include relational database design, data normalization, administering databases on a server, and creating queries using select statements.

### **CISA 340 Presentation Graphics 2 Units**

*Prerequisite:* None.

*Advisory:* BUSTEC 300.1 or BUSTEC 100.1 or touch typing at 28 wpm, and CISC 300 or CISC 310 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course presents an in-depth look at using computers as a graphics presentation tool to assist oral, written, and on-screen presentations. Topics include system requirements, graphic software, elements of a good presentation, types of graphics, and designing slide show techniques for visual presentations. Methods on how to edit and format presentations, animation, organizational charts, and clips (graphics, sounds, or video) will also be covered. Designing presentations linked to word processing, spreadsheet, or database programs is included. Students will use a variety of computer hardware and software to produce individual and/or group projects. The course may be taken four times for credit on a different software package version, or operating system -- provided no package or version is repeated.

**CISA 499 Experimental Offering in Computer Information Science - Applications .5-4 Units**

*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC; 36 hours LAB*  
 See Experimental Offering

## Computer Info Science - Core (CISC)

**CISC 90 Computer Skills for New Users 1 Unit**

*Prerequisite: None.*  
*Hours: 9 hours LEC; 27 hours LAB*  
 This course introduces the features of the microcomputer to the beginning student. The student will learn how to purchase a computer system, how the computer works, and what computers can do, including a brief overview of Windows operations, word processing, spreadsheets, the use of the Internet, and e-mail. This course does not fulfill the prerequisite requirement for any Computer Information Science course in applications, programming, web page, or networking. This course is non-degree, non-certificate applicable. This course is graded as a Pass/No Pass course only. This course will prepare the student for beginning computer courses.

**CISC 110 Using ePortfolios 1 Unit**

*Prerequisite: None.*  
*Hours: 18 hours LEC*  
 The course covers ePortfolios, which is the electronic equivalent of portfolio applications. It is designed to demonstrate how students can assemble digital content files of any types and structured data forms to build multiple, tailored views of these items and share each of the views with appropriate third parties over the Internet. Students will learn how to use search engines and complete on-line resumes and applications as well as include appropriate work samples, grades and essays, biographical information, in-progress course work, digital media, special versions of different resumes for different jobs, reference letters, transcripts, writing samples, and other work products.

**CISC 295 Independent Studies in Computer Information Science - Core 1-3 Units**

*Prerequisite: None.*  
*Hours: 54 hours LEC*  
 An independent studies project involves an individual student or small group of students in study, research, or activities beyond the regularly offered courses in Computer Information Science. This course may be taken four times for credit provided no topic is repeated.

**CISC 299 Experimental Offering in Computer Information Science-Core .5-4 Units**

*Prerequisite: None*  
*Hours: 72 hours LEC*  
 See Experimental Offerings

**CISC 300 Computer Familiarization 1 Unit**

*Prerequisite: None.*  
*Advisory: BUSTEC 300.1 or BUSTEC 100.1 with a grade of "C" or better or touch typing at 28 wpm.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 18 hours LAB*

This course acquaints students with how computers are used in the home and in business functions. The course emphasizes microcomputers, how they work, how they can be used, and the terminology of the computer world. Microcomputer applications using the Windows environment are presented with hands-on laboratory assignments. This course does not serve as a prerequisite to computer science programming courses, but does serve as a prerequisite/advisory for Computer Information Science application courses. The course is specially designed for students wanting a very general, non-technical, introductory course in computers.

**CISC 305 Introduction to the Internet 1 Unit**

*Prerequisite: None.*  
*Advisory: CISC 300 or CISC 310 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC*

This course explains how the Internet works, how to connect to the Internet, and how to use Internet services. Laws that guide the use of the Internet will be covered. Other topics include Internet protocols, e-mail, news groups, discussion lists, connecting to a remote server, file transfer protocol (FTP), World Wide Web (WWW), and emerging technologies.

**CISC 306 Introduction to Web Page Creation 1 Unit**

*Prerequisite: CISC 300 or 310 with a grade of "C" or better*  
*Advisory: CISC 305 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 18 hours LAB*

This course covers the production of Web pages, including formatting, layout, construction, and presentation. A current markup language, such as eXtensible Hyper Text Markup Language (XHTML), is used to format Web pages. Students may also use a Web authoring tool to create Web pages.

**CISC 308 Exploring Computer Environments and the Internet 1 Unit**

*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 18 hours LAB*

This course acquaints the student with the fundamentals of micro-computer hardware, software, and computer networking, focusing on widely used hardware and operating system, IBM personal computers, and the Windows operating systems. The fundamentals of the Internet and Internet tools are introduced. This course meets the requirement for MIS 1 at CSUS. This course does not meet the requirements for SCC CIS certificates and degrees.

**CISC 310 Introduction to Computer Information Science 3 Units**

*Prerequisite: None.*  
*Advisory: CISC 300 with a grade of "C" or better.*  
*General Education: AA/AS Area II(b)*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

This course is a survey of the computer science field covering the function and purpose of computer hardware and software, computer programming concepts, productivity software, employment opportunities, and the social impact of the computer.

**CISC 320      Operating Systems      1 Unit**

*Prerequisite:* None.

*Advisory:* CISC 300 or CISC 310 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course introduces the microcomputer operating system. Topics include basic features, file and program management, disk management commands, and menus. This course may be taken four times for credit on different operating systems or versions -- provided no version is repeated.

**CISC 321      Intermediate Operating Systems      1 Unit**

*Prerequisite:* CISC 320 with a grade of "C" or better

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

The course covers intermediate and advanced commands, effective utility use, advanced batch files/script files, program logic, disk organization, making user-friendly systems, and anticipating and preventing system problems. The course may be taken four times using different operating systems or versions -- provided no version is repeated.

**CISC 323      Linux Operating System      1 Unit**

*Prerequisite:* None.

*Advisory:* CISC 300 with a grade of "C" or better and ability to touch type.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course introduces the Linux operating system for microcomputers. Concepts include the kernel, file structures, daemons, Graphical User Interfaces (GUI), open source, file security, and permissions. Procedures for installing software, basic system administration and utilities, the Bourne Again Shell (BASH), command line interface utilities, and introduction to scripting topics are also covered.

**CISC 324      Intermediate Linux Operating System      1 Unit**

*Prerequisite:* CISC 323 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course is a continuation of CISC 323. Topics include boot loaders, Linux devices, and Command Line Interface (CLI) system management utilities. It covers advanced Bourne Again Shell (BASH) shell scripting, including looping and decision making logic structures. Alternates to the BASH shell and regular expressions and text stream editors are introduced.

**CISC 351      Introduction to Local Area Networks      1 Unit**

*Prerequisite:* None.

*Advisory:* CISC 320 and CISC 355 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course introduces local area networks and provides hands-on training in Local Area Network (LAN) applications and administration. Topics include planning, installing, and maintaining a LAN, responsibilities of the system administrator, and human implications.

**CISC 355      Introduction to Data Communications      1.5 Units**

*Prerequisite:* None.

*Advisory:* CISC 300 or CISC 320 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 27 hours LEC

This course introduces business data communications. It covers media, telecommunications, protocols, interfaces, and packet switching. The Internet will be used for locating, viewing, printing, and downloading information.

**CISC 360      Microcomputer Support and Maintenance      4 Units**

*Prerequisite:* None.

*Advisory:* CISC 320 and CISC 351 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This course is an introduction to technical support and maintenance of microcomputers. It includes lecture and hands-on application of help desk concepts and responsibilities, hardware and software troubleshooting in a networked environment, system documentation, and technical communication skills. Seventy-two hours of internship are required as part of the laboratory component of the course.

**CISC 495      Independent Studies in Computer Information Science - Core      1-3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This is an independent studies course. The topics are to be arranged between the instructor and the student. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions. This course may be taken four times for credit provided no topic is repeated.

**CISC 498      Work Experience in Computer Information Science - Core      1-4 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current jobs. Course content includes understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken up to 4 times when there is new or expanded learning on the job for a maximum of 16 units.

**CISC 499 Experimental Offering in Computer Information Science-Core .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Computer Info Science - Network (CISN)

**CISN 299 Experimental Offering in Computer Information Science - Network .5-4 Units**

*Prerequisite: None*

*Hours: 72 hours LEC*

See Experimental Offerings

**CISN 300 Network Systems Administration 3 Units**

*Prerequisite: None.*

*Advisory: CISC 320 (Windows or Linux) with a grade of "C" or better.*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 28 hours LAB*

This course covers the administration of a server in a client/server network. Topics include designing a basic network, installing, and configuring a network share, setting up and managing network printers, backing up servers, monitoring and troubleshooting network resources, and establishing policies and procedures for network operations. This course covers materials required for the Microsoft Networking examinations. Recertification is required when the operating system has been updated. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 302 Intermediate Network Systems Administration 3 Units**

*Prerequisite: CISN 300 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 28 hours LAB*

This course continues the further study of systems administration in a client/server network. Topics include configuring the server environment, implementing system policies, implementing and managing fault-tolerant disk volumes, managing applications, managing connectivity for different network and client operating systems, managing remote servers, implementing directory replication and file synchronization, and advanced troubleshooting techniques. Recertification is required when the operating system has been updated. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 303 Network Administration - Linux Server 3 Units**

*Prerequisite: None.*

*Advisory: CISC 323 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 36 hours LAB*

This course provides coverage of Linux Network Administration. Topics covered include connecting to a network; utilizing network utilities; planning, accessing, and managing file systems; planning and implementing login and file system security; administering and maintaining the user and printer environment; protecting network data; and installing network applications. This course covers material required for software manufacturer's certification. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 304 Networking Technologies 3 Units**

*Prerequisite: CISC 320 with a grade of "C" or better*

*Advisory: CISC 355 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 28 hours LAB*

This course provides a comprehensive survey of local and wide area networks, technologies, protocols, and connectivity. Topics covered include network topologies, the Open Systems Interconnection seven-layer model for communication, communication protocols and standards, access methods, and data translation and transmission equipment and media. This course is intended to prepare students for the COMPTIA N+ industry certification. Recertification is required when the operating system has been updated. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 306 Advanced Network Systems Administration 3 Units**

*Prerequisite: CISN 300 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 28 hours LAB*

This course covers the administration of a server in an enterprise network. Topics include designing an enterprise network, optimizing network servers for enterprise-related roles, managing enterprise users, groups and resources, planning and implementing connectivity to other networks within the enterprise, server and network optimization, and troubleshooting techniques at the enterprise level. This course covers material required for the Microsoft Networking examinations. Recertification is required when the operating system has been updated. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 307 Windows Active Directory Services 3 Units**

*Prerequisite: CISC 320 with a grade of "C" or better*

*Course Transferable to CSU*

*Hours: 48 hours LEC; 28 hours LAB*

This course covers installing, configuring, and administering Microsoft Windows Active Directory services. It also focuses on implementing Group Policy and understanding the Group Policy tasks required to manage users and computers. Group Policies are used to configure and manage the user desktop environment, configure and manage software, and implement and manage security settings. Installation and configuration of Domain Naming System (DNS) and Windows Internet Naming System (WINS) is covered, as well as publishing, replication, and the backup of the directory services data base. This course covers material required for the Microsoft Networking examinations. Recertification is required when the operating system has been updated. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 308      Internetworking with TCP/IP      3 Units**

*Prerequisite:* CISN 300 with a grade of "C" or better

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 48 hours LEC; 28 hours LAB

This course covers the further implementation of the TCP/IP protocol suite in an enterprise network. Topics include installing, configuring, and testing TCP/IP, planning and implementing sub-networks, managing IP address assignments and IP routing, installing, and configuring DNS, TCP/IP network printing, troubleshooting the network with TCP/IP utilities, and planning for IPv6. This course covers material required for the Microsoft Networking examinations. Recertification is required when the operating system has been updated. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 315      Advanced Network Administration      2 Units**

*Prerequisite:* CISN 303 with a grade of "C" or better

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 18 hours LAB

This course covers topics necessary for an experienced network administrator to monitor, maintain, and improve the performance of an existing Local Area Network (LAN). This course covers part of the material required for software manufacturer's certification. This course may be taken twice for credit based on industry certification time limits.

**CISN 320      Designing Windows Directory Services      3 Units**

*Prerequisite:* CISN 307 with a grade of "C" or better

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 45 hours LEC; 27 hours LAB

This course provides students with further knowledge and skills necessary to design a Microsoft Windows directory services infrastructure in an enterprise network. At the end of the course, students will be able to describe guidelines for gathering business and administrative information from an organization and explain how to use the information to design an Active Directory structure for an enterprise; design an Active Directory naming strategy; develop a plan to secure and delegate administrative authority over Active Directory objects based on the administrative model of an organization; identify business needs and scenarios that may require modifications of the Active Directory schema; create an Active Directory design based on administrative Group Policy requirements defined by business needs; design a site topology for a multi-domain organization; and design an Active Directory replication plan based on the site topology design.

**CISN 336      Wireless Technologies      3 Units**

*Prerequisite:* CISN 341 with a grade of "C" or better

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 20 hours LAB

This course on wireless networking focuses on the design, planning, implementation, operation, and troubleshooting of wireless networks. It covers a comprehensive overview of technologies, security, and design best practices with particular emphasis on hands-on skills in set up and troubleshooting; 802.11a and 802.11b technologies, products, and solutions; site surveys; resilient WLAN design, installation, and configuration; WLAN security and vendor interoperability strategies. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 340      CISCO Networking Academy (CCNA)<sup>™</sup>: Data Communication and Networking      3 Units**

*Prerequisite:* None.

*Advisory:* CISC 300 or CISC 310, and CISC 320 with grades of "C" or better.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 20 hours LAB

This course is designed to introduce students to data communication and networking fundamentals. The course covers networking addressing which includes calculations and conversions between binary, decimal, and hexadecimal numbering systems. It also surveys data communication hardware and software components and basic networking concepts. Topics covered include data communication, the OSI Model, IP addressing, routing concepts, LAN media, and network management and analyses. This is the first course in preparation for CISCO CCNA certification examination. SCC is a certified CISCO Networking Academy, and all courses are taught by CISCO Certified Academy Instructors (CCAI). This course may be taken up to four times for credit based on industry certification time limits.

**CISN 341      CISCO Networking Academy (CCNA)<sup>™</sup>: Networking Theory and Routing Technologies      3 Units**

*Prerequisite:* CISN 340 with a grade of "C" or better

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 20 hours LAB

This course covers networking theory and routing technologies, including OSI Model, beginning router configurations, and routed and routing protocols. This is the second course in preparation for CISCO CCNA certification examination. It continues and expands the study of binary, decimal, and hexadecimal numbering systems to change variable length sub-net mask. SCC is a certified CISCO Networking Academy, and all courses are taught by CISCO Certified Academy Instructors (CCAI). This course may be taken up to four times for credit based on industry certification time limits.

**CISN 342      CISCO Networking Academy (CCNA)<sup>™</sup>: Advanced Routing and Switching      3 Units**

*Prerequisite:* CISN 341 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 20 hours LAB

This course provides advanced routing and switching technologies. Topics include advanced router configurations, network management, advanced network design, LAN switching, and VLANs. This is the third course in preparation for CISCO CCNA certification examination. SCC is a certified CISCO Networking Academy, and all courses are taught by CISCO Certified Academy Instructors (CCAI). This course may be taken up to four times for credit based on industry certification time limits.

**CISN 343 CISCO Networking Academy (CCNA)<sup>™</sup>: Wide Area Network and Project-Based 3 Units**

*Prerequisite: CISN 342 with a grade of "C" or better*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 20 hours LAB*

This course develops knowledge and skills to design and configure advanced wide area network (WAN) projects using CISCO IOS command set. This is the fourth course in preparation for CISCO CCNA certification examination. SCC is a certified CISCO Networking Academy, and all courses are taught by CISCO Certified Academy Instructors (CCAI). This course may be taken up to four times for credit based on industry certification time limits.

**CISN 346 Network Design and Projects 3.5 Units**

*Prerequisite: CISN 341 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 27 hours LAB*

This course covers various state-of-the-art topics to design CISCO network infrastructures to support network services and solutions. Individual topics may include: introduction to voice design concepts; design principles; network structure and IP addressing design concepts; basic campus switching design and WAN design considerations; routing protocol design considerations; introduction to security design concepts; and network management design concepts. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 350 CISCO Networking Academy (CCNP)<sup>™</sup>: Advanced Router Configuration 3 Units**

*Prerequisite: CISN 343 with a grade of "C" or better or valid CISCO*

*Certified Network Associate (CCNA) certification*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 20 hours LAB*

This course develops knowledge and skills in advanced outer configuration using CISCO IOS command set. Topics include advanced IOS command set, network design, scalable routing protocols (OSPF), Enhanced Interior Gateway Routing Protocol (EIGRP), and Border Gateway protocol (BGP). This is the first course in a series of four advanced courses in preparation for CISCO certification examination. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 351 CISCO Networking Academy (CCNP)<sup>™</sup>: Remote Access 3 Units**

*Prerequisite: CISN 343 with a grade of "C" or better or valid CISCO*

*Certified Network Associate (CCNA) certification*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 20 hours LAB*

This course develops knowledge and skills in building remote access networks. Topics include design, configuration, enabling on-demand connections, enabling permanent connections, scaling remote access networks and remote access network setup, and management. This is the second course in a series of four advanced courses in preparation for the CISCO certification examination. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 352 CISCO Networking Academy (CCNP)<sup>™</sup>: Multi-Layer Switching 3 Units**

*Prerequisite: CISN 343 with a grade of "C" or better or valid CISCO*

*Certified Network Associate (CCNA) certification*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 20 hours LAB*

This course develops knowledge and skills in multi-layer switched networks. Topics include how routing and switching technologies work together, building campus networks using multi-layer switching technologies, using VLAN, improving IP performance, and securing the campus network model. This is the third course in a series of four advanced courses in preparation for the CISCO certification examination. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 353 CISCO Networking Academy (CCNP)<sup>™</sup>: Internetwork Troubleshooting 3 Units**

*Prerequisite: CISN 343 with a grade of "C" or better or valid CISCO*

*Certified Network Associate (CCNA) certification*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 20 hours LAB*

This course develops knowledge and skills in fundamental hardware maintenance and troubleshooting routers and switches. Topics include managing and maintaining networks, troubleshooting tools and methodology, routing and routed protocol troubleshooting, campus switch and VLAN troubleshooting and WAN troubleshooting. This is the fourth course in a series of four advanced courses in preparation for the CISCO certification examination. This course may be taken up to four times for credit based on industry certification time limits.

**CISN 374 Messaging Server Administration 3 Units**

*Prerequisite: CISN 300 with a grade of "C" or better.*

*Course Transferable to CSU*

*Hours: 45 hours LEC; 27 hours LAB*

This course covers the installation and administration of messaging servers. Topics include the installation, configuration, management, and tuning of mail and messaging services on both servers and clients, mail access protocols, security issues, and Internet connectivity.

**CISN 378 Database Administration for Microsoft SQL Server 3 Units**

*Prerequisite: CISN 300 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 45 hours LEC; 27 hours LAB*

This course provides students with the knowledge and technical skills required to install, configure, administer, and troubleshoot the client/server database management system of Microsoft SQL Server. The students will also learn to manage files and databases; choose and configure a login security method; plan and implement database permissions; secure SQL Server in an enterprise network; perform and automate administrative tasks; create custom administrative tools; monitor and optimize SQL Server performance; and replicate data from one SQL Server to another.

**CISN 499 Experimental Offering in Computer Information Science-Network .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 72 hours LEC*

See Experimental Offerings

## Computer Information Science - Programming (CISP)

### CISP 301 Algorithm Design and Implementation 4 Units

*Prerequisite: None.*

*Advisory: CISC 310 with a grade of "C" or better, and at least one year of high school algebra or MATH 100 with a grade of "C" or better.*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course provides an introduction to the analysis, design, and implementation of software solutions to simple problems. Developing standard algorithms for performing a bubble sort, a linear search of an array, and for data validation. Other topics covered include converting numbers between numbering systems, binary arithmetic including two's complement subtraction, console and file input/output, and functions.

### CISP 310 Assembly Language Programming for Microcomputers 4 Units

*Prerequisite: CISP 301 and 360 with grades of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This is an introductory course in assembly language for the Intel family of microprocessors. Students will write and debug programs that use control structures, subprocedures, bit operations, arrays, and interrupts. Upon completion of the course, students will have a much better understanding of the internal operations of computers.

### CISP 320 COBOL Programming 4 Units

*Prerequisite: CISP 301 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course is an introduction to the COBOL programming language. Course elements include top-down design and structured programming methods. Laboratory assignments cover a variety of input/output techniques including data validation, arithmetic operations, output editing, array processing, control-break concepts, and the creation and update of sequential files.

### CISP 350 Database Programming 3 Units

*Prerequisite: CISA 323 with a grade of "C" or better*

*Advisory: Proficiency in any high-level programming language*

*General Education: AA/AS Area II(b)*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is an introductory course to programming in database. The topics include analysis and design, modular programming, screen displays and menus, and multiple databases. This course may be taken three times for credit on a different software package or version.

### CISP 360 Introduction to Structured Programming 4 Units

*Prerequisite: CISP 301 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course is an introduction to structured programming and objects. Topics include program design, use of variables and constants, operators, control structures, functions, standard libraries, pointers, arrays, and input/output (including file I/O).

### CISP 370 Beginning Visual Basic 4 Units

*Prerequisite: CISP 301 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course is an introduction to object oriented/event driven programming in a Windows environment. Topics include buttons, boxes, graphics, data handling, error handling, control, and form handling. This course will enable students to understand object oriented programming concepts such as form, methods, projects, and modules and to design useful Windows layouts.

### CISP 400 Object Oriented Programming with C++ 4 Units

*Prerequisite: CISP 360 with a grade of "C" or better.*

*Advisory: CISC 323 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course is an introduction to object oriented programming using C++. Topics include differences between C and C++ including declarations, constants, operators, function calling by value and reference, strict type checking; function members and overloading; inheritance and multiple inheritance; derived classes, protected members, and virtual functions.

### CISP 401 Object Oriented Programming with Java 4 Units

*Prerequisite: CISP 360 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course is an introduction to Object Oriented Programming using the Java language. The student will learn how to design and implement object oriented applications. Topics will include: objects, classes, UML, function overloading, inheritance, static and dynamic class relationships, polymorphism, components, event driven programming, class associations, testing and debugging.

### CISP 430 Data Structures 4 Units

*Prerequisite: CISP 400 or 401 with a grade of "C" or better*

*General Education: AA/AS Area II(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course is an introduction to the design and implementation of complex data structures used in large computer applications. List, stack, queue and tree data structures are implemented using pointers and recursion. Topics include software requirements specification, algorithm analysis, debugging and testing, searching and sorting techniques, and object oriented programming methodology.

**CISP 440 Discrete Structures for Computer Science 3 Units**

*Prerequisite: CISP 430 and MATH 370 with grades of "C" or better*  
*General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

This course introduces the essential discrete structures used in computer science with emphasis on their applications. Topics to be covered include: elementary formal logic and set theory, elementary combinatorics, recursive programming and algorithm analysis, digital logic and switching and combinatorial circuits, and computer arithmetic. Computer programming assignments will be included.

**CISP 452 Introduction to Systems Programming 3 Units**

*Prerequisite: CISP 430 with a grade of "C" or better*  
*General Education: AA/AS Area II(b)*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

This course is an introduction to Systems Programming concepts using the C language. The course covers features of the C language commonly used in Systems Programming. Topics include C preprocessor macros, file systems, shells and shell script programming, make files and Source Code Control Systems (SCCS), and program relocation and linking concepts. Knowledge of the C language and data structures is required.

**CISP 457 Computer Systems Analysis and Project Management 3 Units**

*Prerequisite: CISP 301 with a grade of "C" or better; and any one of the following: CISP 320, CISP 360, CISP 370, CISP 400, or CISP 401 with grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

This course covers the methods used to analyze, design, and implement a computer system that meets client business needs. The methodology emphasizes the skills needed by a systems analyst throughout the steps of a system development life cycle. These steps include system feasibility, analysis, design, implementation, documentation, and evaluation.

**CISP 499 Experimental Offering in Computer Information Science-Programming .5-4 Units**

*Prerequisite: None*  
*Course Transferable to UC/CSU*  
*Hours: 90 hours LEC*

See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Computer Information Science - Security (CISS)****CISS 300 Introduction to Information Systems Security 1 Unit**

*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 18 hours LAB*

This course provides an introduction to network-based and Internet-based security applications and standards. Topics include cryptography, security protocols, network security applications, encryption, hash functions, digital signatures, viruses, and key exchange.

**CISS 301 Ethical Hacking 2 Units**

*Prerequisite: None.*  
*Advisory: CISC 320 (Operating Systems) with a grade of "C" or better.*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC; 27 hours LAB*

This course explores ways in which security for a stand-alone personal computer (PC) and a network-connected PC can be compromised. It introduces basic security concepts, principles, and "best practices." It also explores ways in which the security of a PC can be checked and evaluated. Principles of ethical hacking are discussed. Internal and external security threats are discussed, including viruses, worms, Trojans, scripts, and other malicious e-mail content. Network vulnerabilities, common exploits, and basic counter measures are also covered.

**CISS 310 Network Security Fundamentals 3 Units**

*Prerequisite: None.*  
*Advisory: CISP 340 or CISP 300 or CISP 304 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 45 hours LEC; 27 hours LAB*

This course provides the fundamental knowledge needed to analyze risks to the system and implement a workable security policy that protects information assets from potential intrusion, damage, or theft. Students will learn which countermeasures to deploy to thwart potential attacks. This course will also prepare students for CompTIA's Security+ Exam. This course may be taken up to four times for credit based on industry certification time limits.

**CISS 320 Implementing Network Security and Counter Measures 3 Units**

*Prerequisite: CISS 310 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 45 hours LEC; 27 hours LAB*

In this course, students will learn how to evaluate, implement, and manage secure remote-access technologies in order to prevent systems from attack. Topics include risk analysis, choosing and setting up Virtual Private Networks and Intrusion Detection systems. This course may be taken up to four times for credit based on industry certification time limits.

**CISS 330 Implementing Internet Security and Firewalls 3 Units**

*Prerequisite: CISS 310 with a grade of "C" or better*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC; 18 hours LAB*

Students will learn how to allow access to key services while maintaining an organization's security, as well as how to implement firewall-to-firewall Virtual Private Networks (VPNs). This course may be taken up to four times for credit based on industry certification time limits.



## Computer Info Science - Web (CISW)

### CISS 341 Implementing Windows Operating System Security 3 Units

*Prerequisite:* None.

*Advisory:* CISC 320 and CISS 310; with grades of "C" or better  
Course Transferable to CSU

*Hours:* 45 hours LEC; 27 hours LAB

This course will provide in-depth explanations of operating system security features as well as step-by-step configuration guides for proper operating system configuration. It also provides the knowledge and skills students will need to know in order to maintain the integrity, authenticity, availability, and privacy of data. This course may be taken up to four times for credit based on industry certification time limits.

### CISS 342 Implementing Linux Operating System Security 3 Units

*Prerequisite:* None.

*Advisory:* CISC 323 and CISS 310 with grades of "C" or better  
Course Transferable to CSU

*Hours:* 45 hours LEC; 27 hours LAB

This course provides the knowledge and skills you need to establish security for the Linux platform. It will present in-depth explanations of operating system security features as well as step-by-step configuration guides for proper operating system configuration. This course also will cover the knowledge and skills students will need to maintain the integrity, authenticity, availability, and privacy of data. This course may be taken up to four times for credit based on industry certification time limits.

### CISS 350 Disaster Recovery 3 Units

*Prerequisite:* None.

*Advisory:* CISS 310 with a grade of "C" or better  
Course Transferable to CSU

*Hours:* 54 hours LEC

This course presents methods to identify vulnerabilities and implement appropriate countermeasures to prevent and mitigate failure risks for the business enterprise. This course covers but is not limited to an understanding of what disaster recovery is, development of a disaster recovery plan, and development and implementation of Policies and Procedures. This course may be taken up to four times for credit based on industry certification time limits.

### CISS 360 Computer Forensics and Investigation 3 Units

*Prerequisite:* None.

*Advisory:* CISC 320 and CISS 310 with grades of "C" or better  
Course Transferable to CSU

*Hours:* 45 hours LEC; 27 hours LAB

This course is an introduction to the methods used to properly conduct a computer forensics investigation beginning with a discussion of ethics, while mapping to the objectives of the International Association of Computer Investigative Specialists (IACIS) certification. Topics include, but are not limited to, an overview of computer forensics as a profession; the computer investigation process; understanding operating systems boot processes and disk structures; data acquisition and analysis; technical writing; and a review of familiar computer forensics tools. This course may be taken up to four times for credit based on industry certification time limits.

### CISW 299 Experimental Offering in Computer Information Science - Web .5-4 Units

*Prerequisite:* None

*Hours:* 72 hours LEC

See Experimental Offerings

### CISW 304 Cascading Style Sheets 2 Units

*Prerequisite:* CISW 300 or 320 with a grade of "C" or better  
Course Transferable to CSU

*Hours:* 27 hours LEC; 27 hours LAB

This course continues the study of technical aspects of standards-based Web design for experienced students and Web professionals. Topics include the separation of content from presentation, dynamic user interaction, and designing for alternative devices, using Cascading Style Sheets (CSS) in combination with Extensible Hypertext Markup Language (XHTML).

### CISW 320 Introduction to Web Site Development 3 Units

*Prerequisite:* CISC 320 or 323 with a grade of "C" or better; or equivalent experience using files and folders on a Personal Computer (PC).

*Advisory:* CISC 305 with a grade of "C" or better or experience using the World Wide Web.

Course Transferable to CSU

*Hours:* 54 hours LEC

This course is an introduction to the technical aspects of Web site development for students and Web professionals. Topics include creating Web pages with markup languages, including XHTML, cascading style sheets (CSS), the use of images and other media on the Web, interactive tools like forms and image maps, file management for the Web, and uploading files via File Transfer Protocol (FTP) to a Web server. Emphasis will be on the study and implementation of current World Wide Web Consortium (W3C) standards and a structured approach to Web site development in which students will identify the information dissemination needs of a client and then develop and implement an appropriate Web solution. This course was formerly known as CISW 300 and students who have completed CISW 320 or CISW 300 in the past four years may not receive credit for this course. Students may be asked to repeat this course after the release of newer versions of HTML, XHTML and/or CSS.

### CISW 321 Web Site Development using Dreamweaver 3 Units

*Prerequisite:* CISW 300, CISW 320, or GCOM 361 with a grade of "C" or better; or equivalent experience

Course Transferable to CSU

*Hours:* 36 hours LEC; 54 hours LAB

This course covers the use of Dreamweaver, a visual Web-authoring tool, to develop and implement Web sites. The topics covered include: creating Web pages that contain text, images, multimedia, links, tables, forms, Cascading Style Sheets and image maps, developing effective Web site structures, using Web site management tools, Web site documentation, making site-wide updates to a Web site, and extending Dreamweaver. Students will work individually and as a member of a team to plan, implement, test, and evaluate Web sites.

**CISW 325 Intermediate Web Site Development 4 Units**

*Prerequisite:* CISW 300 or 320 with a grade of "C" or better; Students must have experience hand coding Web pages with Hypertext Markup Language (HTML), Extensible Hypertext Markup Language (XHTML) and Cascading Style Sheets (CSS) for content, structure and presentation in compliance with W3C standards and recommendations.

*Advisory:* CISP 301 with a grade of "C" or better or experience writing programs in any high level programming language.

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course introduces the systematic development of interactive Web sites to experienced students and Web professionals. Topics include dynamic HTML, form validation and processing, client-side programming with JavaScript, server-side programming with hypertext pre-processor (PHP) or CGI scripting with Perl, and database-driven Web development. This course was formerly known as CISW 310 and students who have received credit for CISW 310, Advanced Web Publishing, may not receive credit for this class.

**CISW 350 Imaging for the Web 1 Unit**

*Prerequisite:* CISC 306, CISW 300, or CISW 320 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course covers designing graphics for the Web, not intended for Graphic Communication students. Industry standard graphic software is used to create original graphics as well as to manipulate found imagery. Topics include developing graphic elements for a Website using a visual theme, creating buttons and intuitive navigational elements, making background textures and images, understanding Web file formats, scanning, and simple animation. This course may be taken twice for credit on a different platform or graphics software package. This course is not open to students who have completed GCOM 360 or CISW 351.

**CISW 370 Designing Accessible Web Sites 1 Unit**

*Prerequisite:* CISW 300, CISW 320, or GCOM 361 with a grade of "C" or better; or equivalent experience designing Web pages with Extensible Hypertext Markup Language (XHTML).

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This course provides an overview of the methods that are used to design accessible Websites, including access tools for people with disabilities. Current legal requirements for accessible Websites, especially the Americans with Disabilities Act (ADA), are emphasized.

**CISW 400 Client-side Web Scripting 4 Units**

*Prerequisite:* CISW 300 or 320 with a grade of "C" or better; or equivalent experience hand coding Web pages.

*Advisory:* CISP 301 with grades of "C" or better or equivalent experience writing programs in any high level programming language.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course emphasizes the creation of dynamic and interactive Web sites using a client-side scripting language such as Javascript or AJAX. Topics include the Document Object Model that defines structured Web pages, core features of the client-side scripting language, event handling, control of windows and frames, functions, and form validation. This course may be taken twice with a different client-side Web scripting language.

**CISW 405 ActionScript for Flash 3 Units**

*Prerequisite:* GCOM 363 with a grade of "C" or better

*Advisory:* CISP 301 with a grade of "C" or better or any high level programming language.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course introduces Macromedia Flash users to programming with ActionScript, including using ActionScript to animate, process data, create dynamic content, and manipulate components. The course emphasizes the object-oriented capabilities of Macromedia Flash and cover how to use ActionScript objects, methods, events, properties, and functions, with an eye toward ActionScript best practices.

**CISW 410 Middleware Web Scripting 4 Units**

*Prerequisite:* CISW 320 or CISW 300 with a grade of "C" or better AND CISP 301 or one programming course with a grade of "C" or better or any programming experience.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course emphasizes the creation of interactive Websites using a middleware Web scripting environment such as PHP, ASP, or ASP.NET. Topics include core features of the middleware Web scripting language, embedding server commands in HTML pages, control structures, functions, arrays, form validations, cookies, environmental variables, email applications, the .NET environment, and database driven Web applications. This course may be taken three times in a different middleware Web scripting environment.

**CISW 411 Middleware Scripting Database Web Applications 2 Units**

*Prerequisite:* CISW 320 and CISW 410 with grades of "C" or better.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course includes interactive database applications for the Web using a database and middleware scripting language. Topics include organizing data, developing tables for databases, creating middleware scripts that add, delete, sort, edit, and merge the data in the database. Maintaining database integrity and using DHTML or other code to streamline certain client side functions such as form validation are covered. Students may bring their own real Web applications to use as a project. This course may be taken two times for credit using different languages or projects.

**CISW 420 Server-side Web Scripting 4 Units**

*Prerequisite:* CISW 320 or CISW 300 with a grade of "C" or better.

*Advisory:* CISW 325 with a grade of "C" or better, or CISP 301 with a grade of "C" or better, or experience writing programs in any high level programming language.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This course emphasizes the creation of interactive Websites using a server-side scripting language such as Perl or Java. Topics include core features of the server-side scripting language, control structures, functions, arrays, form validations, regular expressions, cookies, environmental variables, email applications, and database-driven Web applications. This course may be taken twice with a different server-side scripting language.

**CISW 440 XML: Introduction to Extensible Markup Language 2 Units**

*Prerequisite:* CISW 320 or CISW 300 with a grade of "C" or better.

*Advisory:* CISA 323 or CISP 350 with a grade of "C" or better.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 36 hours LEC

Extensible Markup Language (XML) is a universal method for representing information that is especially well suited for distribution over the Internet. This course will address the most fundamental XML questions - what XML is, why it is needed, and how it can be used. Students will learn the most current, practical XML technologies available at the present time. This course may be taken two times for credit on different versions of XML.

**CISW 470 Web Projects 3 Units**

*Prerequisite:* One of the following: CISW 325, CISW 410, CISW 420, GCOM 361, GCOM 362, GCOM 363, or equivalent with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course focuses on Web project management on a real-world Website. Emphasis will be placed on the project development life cycle including design specification, research, production, modification, and presentation. Students will learn how to prepare a cost estimate for the project. Web projects utilized in the class will be multifaceted, approaching the complexity that individuals would be expected to encounter in the Web development industry. (Students may bring their own Web Projects to class.)

**CISW 499 Experimental Offering in Computer Information Science-Web .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

See Experimental Offerings

# Cosmetology COSM

**Degree:**  
A.S. - Cosmetology

**Certificates of Achievement:**  
Cosmetology  
Art and Science of Nail Technology

**Division of Advanced Technology**  
**Donnetta Webb, Dean**  
**Technology 106**  
**916-558-2491**

## Cosmetology Associate in Science Degree Certificate of Achievement

### Program Information

The course of study for Cosmetology is approved by the Board of Barbering and Cosmetology. It is designed to train students to become cosmetologists and, at the same time, students may earn an Associate of Science Degree. The program requires 1600 hours of training in cosmetology and completing a minimum number of operations in order to prepare students in meeting the requirements to sit for the California State Examination for the cosmetology license. The training includes permanent waving, manicuring, hair styling and hair cutting, hair coloring, facial procedures, customer relations, professionalism, and salon business.

Completion of COSM 100 with a grade of "C" or better is required within a two year period, before beginning of the cosmetology and nail technology (manicure) courses. A proof of completion form for COSM 100 will be issued upon successful completion of the course and must be presented on the first day of the next COSM course. In COSM 100, students will be introduced to the field of Cosmetology and Nail Technology (manicuring). The course is designed to give students a clear understanding of the subject matter and procedures of Cosmetology and Nail Technology, along with the policies of the SCC Cosmetology Department. In addition, students will receive training in customer relations, professionalism, and working with other students.

### Procedures

On the first day of COSM 100, students will designate a preference for one of the course offerings options listed below. In the event that too many students select one of the options, a lottery will be held to fill the class. Students who are not selected will have the opportunity to register for their second preference. This process will continue until all courses have been filled.

- Fall COSM 110/COSM 111 day
- Fall COSM 110/COSM 111 eve
- Fall COSM 150 day
- Spring COSM 110/COSM 111 day
- Spring COSM 110/COSM 111 eve
- Spring COSM 150 day

### Transfers

Transfer students from another cosmetology or nail technology program (public or private) must complete COSM 100, then COSM 110 and COSM 111 or COSM 150 and COSM 151 with grades of "C" or better. After completion of these courses, the student's records will be evaluated for appropriate course placement by the cosmetology faculty.

### Program Costs

Approximately \$2,000.00 is required at the beginning of the semester for textbooks, kit, and uniforms, personal supplies and materials. Students must purchase the required textbooks, kit and uniforms by the first day of class or they will be dropped from the program for that semester. In addition, there will be costs throughout the cosmetology program for uniforms, program materials, and supplies. The kit, textbooks, and some uniform items are available at the SCC College Store. Students who anticipate that these costs may create a financial burden should consult the Financial Aid Office for possible assistance. Students need to apply for financial aid at least one semester prior to the start of the program.

### Career Opportunities

Cosmetologists are employed in every community. Many are self-employed, while others are employed in large or small establishments. It is a lucrative field for both men and women. A cosmetologist may specialize as a platform stylist, color or hair cutting specialist, salon owner or manager, educator, State Board Expert Witness, or travel throughout the world working in the cosmetology industry.

### Recommended High School Preparation

Art, anatomy, physiology, chemistry, English and math.

### Upon completion of this program, the student will be able to:

- apply technical knowledge and skills related to the cosmetology industry.
- analyze situations in the industry business world, by applying basic knowledge and skills in professionalism and salon management.
- demonstrate hair, skin, and nail techniques and procedures that can be used effectively in the salon workplace.
- demonstrate client consultation skills, health and safety procedures, and industry professionalism.
- formulate, demonstrate, and complete tasks in preparation for the California State Board of Cosmetology written and practical examination.
- demonstrate proper analysis of industry products for use in various phases of the cosmetology industry.

### Required Program

**Units**

#### Prerequisite Course

COSM 100 Introduction to Cosmetology..... 2

#### First full semester

COSM 110 Related Technical Knowledge of the Basic Fundamental Skills..... 5  
COSM 111 Basic Foundation of Practical Skills..... 10

#### Second full semester

COSM 120 Intermediate Certificate Course Theory..... 5  
COSM 121 Intermediate Certificate Course - Laboratory ..... 10

#### Third full semester

COSM 130 Advanced-Certificate Course - Theory ..... 5  
COSM 131 Advanced-Certificate Course - Laboratory..... 10

**Total Units Required**

**47**

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better. The Cosmetology Certificate of Achievement is covered in three semesters requiring attendance in Cosmetology classes for 32.5 hours a week.

**Art and Science of Nail Technology**

**Certificate of Achievement**

**Program Information**

This is a one-semester program consisting of the following: beginning, intermediate, and advanced training in the art and science of Nail Technology. Completion of these 500 hours of theoretical and operational requirements will prepare students to meet the requirements to sit for the California State Examination in Manicuring and will prepare students for employment. The program includes professional image, basic procedures for manicuring including hand and arm massage, basic procedures for pedicure including foot and ankle massage, acrylic nails, nail tips and wraps, gel nails including light and no-light cured, basic electric file techniques, basic airbrushing techniques, nail art and design, customer relations, professionalism, and salon business.

**Program Costs**

Approximately \$700.00 is required at the beginning of the semester for textbooks, kit, uniforms, and personal supplies. In addition, there will be costs throughout the semester for program materials and supplies. Students must purchase the required kit and textbooks by the end of the first week of class or they may be dropped from the program for that semester. The student kit, textbooks, and some uniform items are available at the SCC College Store. Students who anticipate that these costs may create a financial burden should consult the Financial Aid Office for possible assistance. Students need to apply for financial aid at least one semester prior to the start of the program.

Completion of COSM 100, with a grade of "C" or better is required within a two year period, prior to the beginning of the cosmetology and nail technology (manicure) courses. A proof of completion form for COSM 100 will be issued and must be presented on the first day of the next COSM course. In COSM 100, students will be introduced to the field of Cosmetology and Nail Technology (manicuring). The course is designed to give students a clear understanding of the subject matter and procedures of Cosmetology and Nail Technology, along with the policies of the SCC Cosmetology Department. In addition, students will receive training in customer relations, professionalism, and working with other students.

**Career Opportunities**

The Nail Technology field is one of the fastest growing of the cosmetology industry. This lucrative field employs both men and women, and it provides an opportunity to work for a large or small establishment, as well as being self-employed.

**Recommended High School Preparation**

Art, anatomy, physiology, chemistry, English, and math.

**Transfer Students**

Transfer students from another cosmetology or nail technology program (public or private) must complete COSM 100. After successful completion of the course, the student's records will be evaluated for appropriate course placement by the cosmetology faculty.

**Upon completion of this program, the student will be able to:**

- demonstrate latest manicuring and pedicuring procedures and techniques for the salon workplace.
- adapt skills in nail enhancements to meet industry standards and client need.
- demonstrate technical knowledge and skills relating to implement, equipment, materials and nail cosmetic preparation, use, clean-up, and disposal of hazardous waste.
- demonstrate skills learned in the nail technology program pertaining to client interaction, concentrating on client health and safety, client analysis, and evaluation of products used in all phases of nail technology.
- formulate, demonstrate, and complete tasks in nail technology procedures in preparation for the California State Board of Cosmetology written and practical examination.

**Required Course**

**Units**

COSM 100 Introduction to Cosmetology .....	2
COSM 150 Art and Science of Nail Technology .....	11
COSM 151 Art and Science of Nail Technology - Lab .....	5.5

**Total Units Required**

**18.5**

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better. The Cosmetology Certificate of Achievement is covered in three semesters requiring attendance in Cosmetology classes for 32.5 hours a week.

**Cosmetology (COSM)**

**COSM 100 Introduction to Cosmetology 2 Units**

*Prerequisite: None.*

*Hours: 36 hours LEC*

Students will receive training in customer relations and professional behavior and appearance. The course also includes an introduction to the basic skills in Cosmetology course work. A final grade of "C" or better is necessary to move on to COSM 110, 111, and 150.

**COSM 110 Related Technical Knowledge of the Basic Fundamental Skills 5 Units**

*Prerequisite: COSM 100 with a grade of "C" or better*

*Corequisite: Concurrent enrollment in COSM 111.*

*Hours: 90 hours LEC*

This course provides instruction of technical and theoretical knowledge that directly relates to the basic skills of all phases of Cosmetology. The course material includes Bacteriology, Decontamination, Hairstyling, Haircutting, Hair Structure, Massage, Nail Structure, Nail Disease and Disorders, PH Scale, Permanent Waving, Color Wheel, Hair-Coloring, and Hair Lightening.

**COSM 111 Basic Foundation of Practical Skills 10 Units**

*Prerequisite: COSM 100 with a grade of "C" or better.*

*Corequisite: Concurrent enrollment in COSM 110.*

*Hours: 540 hours LAB*

This course provides instruction for those persons interested in becoming licensed cosmetologists. Individual instruction is given in practical application of the basic skills learned in COSM 110. Emphasis is placed on basic hair coloring, permanent waving, hair styling, hair cutting, manicuring, facials, and make-up. Also covered in the course are: transferring of basic training to intermediate and advanced levels in hairstyling, shaping, thermal curling, and hair straightening.

**COSM 120 Intermediate Certificate Course Theory 5 Units**

*Prerequisite:* COSM 110 and 111 with grades of "C" or better  
*Corequisite:* Concurrent enrollment in COSM 121  
*Hours:* 90 hours LEC

This course provides instruction in theoretical knowledge relating to intermediate and advanced levels in all phases of Cosmetology (anatomy and physiology, hair styling, cold waving, manicuring, facials, hair coloring, scalp treatment reconditioning, hair cutting, thermal pressing and curling).

**COSM 121 Intermediate Certificate Course - Laboratory 10 Units**

*Prerequisite:* COSM 100, 110, and 111 with grades of "C" or better.  
*Corequisite:* Concurrent enrollment in COSM 120.  
*Hours:* 540 hours LAB

This course provides instruction in technical knowledge relating to intermediate and advanced levels in all phases of cosmetology (anatomy and physiology, hair styling, cold waving, manicuring, facials, hair coloring, scalp treatment reconditioning, hair cutting, thermal pressing and curling).

**COSM 130 Advanced-Certificate Course - Theory 5 Units**

*Prerequisite:* COSM 100, 110, 111, 120 and 121 with grades of "C" or better  
*Corequisite:* Concurrent enrollment in COSM 131  
*Hours:* 90 hours LEC

This course encompasses all areas of the theoretical portion of cosmetology relating to the California State Board of Cosmetology examination. It is designed for the senior student who will enter the business world at the end of the semester. Special emphasis is placed on professionalism, salon management, the Cosmetology Act, and the California State Board of Cosmetology Rules and Regulations.

**COSM 131 Advanced-Certificate Course - Laboratory 10 Units**

*Prerequisite:* COSM 100, 110, 111, 120, and 121 with grades of "C" or better  
*Corequisite:* Concurrent enrollment in COSM 130  
*Hours:* 540 hours LAB

This course encompasses all areas of the practical portion of cosmetology relating to the California State Board of Cosmetology examination. It is designed for the senior student who will enter the business world at the end of the semester. Special emphasis is placed on professionalism, salon management, the Cosmetology Act, and the California State Board of Cosmetology Rules and Regulations.

**COSM 140 Supplemental Training 1-5 Units**

*Prerequisite:* COSM 100 with a grade of "C" or better  
*Hours:* 270 hours LAB

This course provides training in current trends in hair styling, advanced hair coloring, and cold waving. It also satisfies the hours and requirements for re-entering and out-of-state candidates who want to apply for a California Cosmetology license.

**COSM 141 Skills Building for Cosmetology 3 Units**

*Prerequisite:* COSM 100, 110, 111, 120, 121, 130, and 131 with grades of "C" or better  
*Hours:* 162 hours LAB

This course provides practice in the following salon services: Wet Hairstyling, Thermal Hairstyling, Press and Curl, Perm Waving, Chemical Straightening, Hair Cutting, Hair Coloring, Bleaching, Scalp & Hair Treatment, Manual, Electrical & Chemical facials, Brow Arch & Wax, Make Up, Manicuring, Pedicuring, Nail Wraps, Tips and Repairs. This course also develops problem solving techniques in the services that require chemical treatment.

**COSM 150 Art and Science of Nail Technology 11 Units**

*Prerequisite:* COSM 100 with a grade of "C" or better  
*Corequisite:* COSM 151  
*Hours:* 200 hours LEC

This is a one-semester course that provides instruction in technical and theoretical knowledge that directly relates to the beginning, intermediate, and advanced theory training in manicuring. After completion of this theoretical and operational course, students will be eligible to apply for the California State Examination. The course will include theory of professional image, procedures for basic and spa manicuring which include hand and arm massage, procedures for basic and spa pedicure which include foot and leg massage, acrylic nails, nail tip and wraps, gel nails light and no-light cured, basic electric file application, basic airbrushing application, nail art and design, nail salon business and customer service techniques.

**COSM 151 Art and Science of Nail Technology - Lab 5.5 Units**

*Prerequisite:* COSM 100 with a grade of "C" or better  
*Corequisite:* COSM 150  
*Hours:* 300 hours LAB

This is a one-semester course offering beginning, intermediate, and advanced training in manicuring. After completion of the COSM 151 operational 300-hour minimum course and the COSM 150 lecture 200-hour minimum course, students will be eligible to apply for the California State Practical Examination in manicuring. The COSM 151 course will include basic procedures for manicuring including hand and arm massage, pedicure including foot and ankle massage, acrylic nail application, nail tip and wrap application, gel nail application light and no-light cured, basic electric file, airbrushing application, nail art/design application, salon marketing and customer service techniques.

**COSM 152 Art and Science of Nail Technology - Supplemental Hours 5 Units**

*Prerequisite:* COSM 100, 150, and 151 with grades of "C" or better  
*Hours:* 60 hours LEC; 90 hours LAB

This course is taken to fulfill hours and/or requirements not completed in the COSM 150 and COSM 151 courses. The COSM 152 course will include procedures for manicuring and pedicuring, acrylic nail application, nail tip and wrap application, gel nail application, basic electric file, airbrushing application, nail art/design, salon marketing and customer service techniques that allow students to sit for the California State Board Examination for the manicure license. Formerly COSM 151.

**COSM 294    Topics in Cosmetology                    .5-4 Units**

*Prerequisite: COSM 100 with a grade of "C" or better*

*Hours: 216 hours LAB*

This course reviews the latest California State Board of Cosmetology Acts, Rules, Regulations, Performance Criteria and the latest cosmetology trends, application and procedures. This course may be taken four times for credit provided there is no duplication of topics.

**COSM 295    Independent Studies in                    1-3 Units**  
**Cosmetology**

*Prerequisite: None.*

*Hours: 162 hours LAB*

This course reviews the latest trends in the cosmetology industry and latest California State Cosmetology Acts, Rules and Regulations. This course may be taken four times for credit provided there is no duplication of topics.

**COSM 299    Experimental Offering in                    .5-4 Units**  
**Cosmetology**

*Prerequisite: None*

*Hours: 90 hours LEC*

See Experimental Offerings

**Dental Assisting****DAST****Degree:**

A.S. - Dental Assisting

**Certificate of Achievement (One year plus one Summer):**

Dental Assisting

**Division of Science and Allied Health**

James Collins, Dean

Mohr Hall 18

916-558-2271

**Program Information**

The Dental Assisting program, 27 units, is a full-time day program to which students are admitted in August of each year. The curriculum is approved by the Commission on Dental Accreditation of the American Dental Association and leads to a Certificate of Achievement in Dental Assisting. After successful completion of the curriculum the student is eligible to take the National Board Examination and upon passing becomes a Certified Dental Assistant. This evidence of competence is recognized throughout the United States. In addition, graduates will be able to apply for and take the Dental Board of California examination for state licensure as a Registered Dental Assistant. In addition to normal student expenses (for textbooks, etc.), the Dental Assisting Program requires an expenditure of approximately \$2,230.00 during the one-year program for uniforms and special supplies. If this creates a hardship, check with the Financial Aid Office for possible assistance before entering the program.

The program is accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at 312-440-4653 or at 211 East Chicago Avenue, Chicago, Illinois 60611.

**Career Opportunities**

This program prepares the student for employment as a dental assistant. The dental assistant works with the dentist in providing patient treatment, including restorations, x-rays, and preventive services. Employment opportunities are excellent, not only in private dental offices, but also in public and private hospitals, clinics and laboratories, dental schools, dental supply houses, and in the armed forces.

**Enrollment Eligibility**

To be eligible for enrollment in the program, the student must meet the following criteria:

- Completion of ENGRD 11 or ESLR 310 with a grade of "C" or better; or placement into ENGRD 110 or ESLR 320 through the assessment process.
- Proof of eligibility can be obtained by either (1) submitting an official college transcript indicating the successful completion of an appropriate level English Reading course or (2) submitting the results of assessment testing that verifies placement in an appropriate level English Reading course.
- High school or college grade point averages are not used to establish eligibility for the dental assisting program.

**Enrollment Process**

Eligible students are selected for the program according to the following steps:

Send application and proof of eligibility directly to the Dental Health Office. Enrollment applications and deadlines are available from the Science and Allied Health Division Office (Mohr Hall, Room 18 or 916-558-2271), the Dental Health Office (Rodda Hall South), or the dental assisting program website at <http://wserver.scc.losrios.edu/~dental/>.

In the event there are more applicants than spaces available, students who meet the enrollment eligibility requirements will be entered into a random selection pool.

Students accepted for enrollment in the Dental Assisting Program will be required to provide documentation of: a) capability to perform essential job-related functions of a dental assistant; b) completed physical examination and immunizations; c) TB test; d) current professional level CPR certification; and e) first aid certification. Students are also required to undergo a criminal background check and an 8-panel drug screen test.

**Upon completion of this program, the student will be able to:**

- demonstrate knowledge, to include didactic, pre-clinical, and clinical, in all aspects of dental practice.
- exhibit knowledge necessary for successful completion of the California Registered Dental Assistant's Examination and the National Certified Dental Assistant's Examination.
- demonstrate and perform all functions allowed by the California State Dental Practice Act.

**Dental Assisting****Associate in Science Degree****Certificate of Achievement****Required Program**

	<b>Units</b>
DAST 101 Biodental Science.....	2
DAST 104 Anatomy and Morphology.....	3
DAST 102 Chairside Assisting I.....	6
DAST 107 Dental Radiology I.....	2.5
DAST 116 Practice Management for the Dental Assistant.....	2
DAST 111 Dental Nutrition and Prevention.....	1
DAST 115 Advanced Expanded Duty Certifications.....	2
DAST 112 Registered Dental Assisting Expanded Duties.....	3
DAST 117 Dental Imaging.....	2
DAST 119 Clinical Experience I.....	3
DAST 129 Clinical Experience II.....	2 <sup>1</sup>
AH 104 Aging and its Implications for Health Care.....	0.5
DAST 103 Patient Assessment.....	2.5

**Total Required Units****31.5**<sup>1</sup> Summer Session**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.



## Dental Assisting (DAST)

### DAST 101 Biodental Science 2 Units

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the Dental Assisting program and completion of ENGRD 11 or ESLR 310 with a grade of "C" or better; or placement into ENGRD 110 or ESLR 320 through the assessment process.

*Hours:* 36 hours LEC

Biodental Science deals with microbiology and asepsis, the California Division of Occupational Safety and Health (Cal-DOSH), the Environmental Protection Agency (EPA) and the Dental Board of California (DBC) infection control regulations, dental pathology, sterilization, and hazardous materials in the dental practice.

### DAST 102 Chairside Assisting I 6 Units

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the Dental Assisting program and completion of ENGRD 11 or ESLR 310 with a grade of "C" or better; or placement into ENGRD 110 or ESLR 320 through the assessment process.

*Hours:* 72 hours LEC; 108 hours LAB

This course is an introduction to chairside dental assisting and the principles of four-handed dentistry, including materials and instrumentation. In this course, emphasis is given to step-by-step procedures and the function, use, and care of dental equipment and the operator. Extra time outside the normal school schedule may be required for field trips, conventions, community projects, etc. A small fee may be associated with some outside class assignments/activities.

### DAST 103 Patient Assessment 2.5 Units

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the Dental Assisting program and completion of ENGRD 11 or ESLR 310 with a grade of "C" or better; or placement into ENGRD 110 or ESLR 320 through the assessment process.

*Hours:* 45 hours LEC

This course is an introduction to patient assessment, including communication skills, medical history assessment, pharmacology, dental history assessment, vital signs, medical emergencies, intra-oral inspection of hard and soft tissues, gingival assessment, tobacco cessation counseling, and implications of aging on oral health care. An emphasis is placed on the relationship between systemic conditions and prescriptive medications and their effect on the oral cavity and subsequent dental treatment.

### DAST 104 Anatomy and Morphology 3 Units

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the Dental Assisting program and completion of ENGRD 11 or ESLR 310 with a grade of "C" or better; or placement into ENGRD 110 or ESLR 320 through the assessment process.

*Hours:* 54 hours LEC

The focus of this course is dental morphology including the form, function, and location of the hard and soft structures of the mouth. The students will be exposed to the anatomy and physiology of the head and neck as these relate to the practice of dentistry. In addition, the course covers material related to the monitoring and communication of information related to heart function and blood gas levels.

### DAST 107 Dental Radiology I 2.5 Units

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the Dental Assisting program and completion of ENGRD 11 or ESLR 310 with a grade of "C" or better; or placement into ENGRD 110 or ESLR 320 through the assessment process.

*Hours:* 27 hours LEC; 54 hours LAB

This course covers the principles of dental radiology. Topics include theory and techniques, operation of the x-ray machine, biological effects, safety practices, and the practical application of utilizing appropriate infection control while exposing, processing, mounting, and evaluating intraoral dental films.

### DAST 111 Dental Nutrition and Prevention 1 Unit

*Prerequisite:* DAST 101, 102, 104, and 107 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Dental Assisting program.

*Hours:* 18 hours LEC

The focus of this course is the study of nutrition from both a whole body concept and its interrelated effects on the oral environment. The students will integrate these concepts with preventive dentistry concepts and the role of the dental assistant in community/public health situations.

### DAST 112 Registered Dental Assisting Expanded Duties 3 Units

*Prerequisite:* DAST 101, 102, 104, 107, and 119 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Dental Assisting program.

*Hours:* 27 hours LEC; 81 hours LAB

The course entails the study of the practical applications of advanced four-handed dental techniques. Instruction in California's "Expanded Duty Functions" as defined by the Dental Board of California is part of the course including, but not limited to such functions as, the fabrication of provisional restorations and orthodontic duties.

### DAST 115 Advanced Expanded Duty Certifications 2 Units

*Prerequisite:* DAST 101, 102, 104, 107, and 119 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Dental Assisting program.

*Hours:* 108 hours LAB

This course will provide instruction and practice in coronal polishing techniques in the clinical setting. The course also includes the theory and practical application of pit and fissure sealants, patient assessment, ultrasonic scaler for orthodontic procedures, in-office bleaching, and caries detection.

### DAST 116 Practice Management for the Dental Assistant 2 Units

*Prerequisite:* DAST 101, 102, 104, 107, and 119 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Dental Assisting program.

*Hours:* 36 hours LEC

Practice Management includes the principles of dental office management including: secretarial procedures, record keeping, dental histories, financial arrangements, bookkeeping, insurance procedures, patient communication, patient psychology, and job-finding skills.

**DAST 117      Dental Imaging                      2 Units**

*Prerequisite:* DAST 101, 102, 104, 107, and 119 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Dental Assisting program.

*Hours:* 12 hours LEC; 72 hours LAB

Advanced Dental Imaging includes advanced principals in obtaining and processing digital dental images for dental radiology, intra-oral and extra-oral photography for patient assessment and practice enhancement, and obtaining intra-oral images for computer-aided design (CAD) milled restorations, including manipulation and fabrication.

**DAST 119      Clinical Experience I                      3 Units**

*Prerequisite:* DAST 101, 102, 104, and 107 with grades of "C" or better.

*Enrollment Limitation:* Enrollment in the Dental Assisting program.

*Hours:* 240 hours LAB

This course involves performance of dental assisting duties in an assigned dental clinic or private office during a full-time (40 hours/week) clinical affiliation of six weeks. Students will meet for six hours of seminar. This course is graded on a Pass/No Pass basis.

**DAST 129      Clinical Experience II                      2 Units**

*Prerequisite:* DAST 111, 112, 115, 116, 117, and 119 with grades of "C" or better.

*Enrollment Limitation:* Enrollment in the Dental Assisting program.

*Hours:* 108 hours LAB

This course involves performance of basic dental assisting duties as well as expanded duties in an assigned dental clinic or private office during 105 hours of clinical affiliation to be arranged. Students will meet for three hours of seminar. This course is graded on a Pass/No Pass basis.

**DAST 295      Independent Studies in                      1-3 Units  
Dental Assisting**

*Prerequisite:* None

*Enrollment Limitation:* Student must be enrolled in the Dental Assisting program.

*Hours:* 162 hours LAB

This is a course for those dental assisting students requesting special projects related to their dental assisting education.

**DAST 299      Experimental Offering in                      .5-4 Units  
Dental Assisting**

*Prerequisite:* None

*Hours:* 299 hours LEC

See Experimental Offerings

# Dental Hygiene      DHYG

**Degree:**  
A.S. - Dental Hygiene

**Division of Science and Allied Health**  
**James Collins, Dean**  
**Mohr Hall 18**  
**916-558-2271**

## Program Information

The Dental Hygiene Program consists of 39.5 units of prerequisite courses in addition to 43.5 units of dental hygiene courses. Students are required to complete additional general education and graduation requirements to earn an AS degree in Dental Hygiene. The program is accredited by the Commission on Dental Accreditation of the American Dental Association. The Commission is a specialized accrediting body recognized by the United States Department of Education and can be contacted at 211 East Chicago Avenue, Chicago, Illinois 60611. Program graduates are eligible to take the National Board Dental Hygiene Examination, which is administered by the Joint Commission on National Dental Examinations, the California RDH Examination, and other state and regional licensing examinations.

In addition to normal student expenses (tuition, books, etc.), the Dental Hygiene Program requires an expenditure of over \$4,500 during the two-year program for uniforms, instruments, and special supplies. More than \$3,500 will be needed at the beginning of the first semester. If this creates a financial burden, students should consult the Financial Aid Office for possible assistance one semester before entering the program.

## Career Opportunities

This program prepares the student for employment as a dental hygienist. The registered dental hygienist is a licensed, professional, oral health educator and clinician who works under the direction and supervision of a licensed dentist to provide preventive and therapeutic services for the control of oral diseases. Dental hygienists aid individuals and groups in attaining and maintaining optimum oral and general health through provision of services such as assessment of medical and dental conditions, oral hygiene education, oral prophylaxis - the removal of plaque, calculus, and stains from the teeth, and application of preventive agents such as fluoride and sealants. The dental hygienist may be employed in dental offices, schools, health care facilities, public health agencies, industry, and educational institutions.

## Recommended Preparation

High school and college preparatory courses including algebra, biology, chemistry, and physiology are recommended.

## Enrollment Eligibility

Enrollment in the Dental Hygiene program is based on satisfactory completion of prerequisite courses with grades of "C" or better and submission of an application and official transcripts to the Dental Health Office. Prerequisite courses include:

- BIOL 430 and 431, Anatomy & Physiology; BIOL 440, General Microbiology; CHEM 305 & CHEM 306, Introduction to Chemistry, with a cumulative minimum GPA of 3.0.
- FCS 340 or NUTRI 300, Nutrition; PSYC 300, General Principles; SOC 300, Introductory Sociology; COMM 301, Introduction to Public Speaking; ENGWR 300, College Composition, and DHYG 100, Introduction to Dental Hygiene, with a cumulative minimum GPA of 2.5.
- Completion of ENGRD 110 with a grade of "C" or better, or eligibility for ENGRD 310 as determined by the Sacramento City College reading assessment process for all applicants who do not have an AA/AS degree or higher.

Courses taken for Pass/No Pass (P/NP) will be calculated into GPAs as a "C" grade.

## Enrollment Process

Applications for enrollment and official transcripts supporting completion of prerequisite courses must be submitted to the Science and Allied Health Division by the posted due date. Enrollment applications and deadlines are available from the Science & Allied Health Division Office (Mohr Hall, Room 18 or 558-2271) or the SCC website at <http://www.scc.losrios.edu/~dental/>.

Completion of the enrollment eligibility requirements places the applicant in the random selection pool. Eligible students who are not selected for program enrollment will be considered alternates.

A background check and/or drug screening may be required upon enrollment.

The program reserves the right to make changes in the enrollment criteria, academic requirements, grading standards, and other processes without notice at any time.

## Upon completion of this program, the student will be able to:

- Use evidence based care to assess, plan, implement, and evaluate dental hygiene treatment for a diverse population based on their total needs.
- Incorporate and apply professional, ethical, legal and regulatory concepts to oral health care services, community projects, and professional activities.
- Integrate and apply health literacy and culturally competent communication skills to oral health care services, academic endeavors, community projects, and professional activities.
- Assess, plan, implement, and evaluate community-based oral health projects.
- Successfully complete written and clinical examinations for dental hygiene licensure and certification.
- Apply critical thinking and self assessment skills to enhance learning, research, patient care, professional growth, and continued competency.

## Dental Hygiene

### Associate in Science Degree

#### Required Program Units

#### Prerequisite Courses

BIOL 430 Anatomy and Physiology.....	5
BIOL 431 Anatomy and Physiology.....	5
CHEM 305 Introduction to Chemistry .....	5
CHEM 306 Introduction to Chemistry .....	5
BIOL 440 General Microbiology .....	4
FCS 340 Nutrition (3).....	3
or FCS 480 Nutrition Honors (3)	
or NUTRI 300 Nutrition (3)	
or NUTRI 480 Nutrition Honors (3)	
PSYC 300 General Principles (3)	
or PSYC 480 General Principles Honors (3).....	3
COMM 301 Introduction to Public Speaking .....	3
SOC 300 Introductory Sociology (3)	
or SOC 480 Introductory Sociology Honors (3).....	3
ENGWR 300 College Composition (3)	
or ENGWR 480 College Composition Honors (3).....	3
DHYG 100 Introduction to Dental Hygiene.....	0.5

#### First Semester (Fall)

DHYG 101 Introduction to Clinical Dental Hygiene.....	4
DHYG 103 Oral Histology and Embryology.....	1
DHYG 104 Patient Education and Nutrition .....	2
DHYG 107 Dental Morphology.....	1.5
DHYG 109 Infection Control and Hazardous Materials .....	0.5

#### Second Semester (Spring)

DHYG 111 Clinical Dental Hygiene I.....	4
DHYG 112 Periodontics I .....	2
DHYG 113 Embryology- Head and Neck Anatomy .....	2
DHYG 117 Dental Radiology.....	3

#### Summer Session

DHYG 121 Clinical Dental Hygiene II.....	2
DHYG 127 Dental Materials.....	2

#### Third Semester (Fall)

DHYG 131 Clinical Dental Hygiene III.....	4
DHYG 132 Periodontics II .....	1
DHYG 134 Community Dental Health .....	2
DHYG 135 Clinic Seminar .....	1
DHYG 138 Oral Pathology .....	2
DHYG 139 Pharmacology.....	2

#### Fourth Semester (Spring)

DHYG 141 Clinical Dental Hygiene IV.....	4
DHYG 145 Clinic Seminar II .....	1
DHYG 149 Ethics, Jurisprudence and Dental Hygiene Practice.....	2
AH 104 Aging and its Implications for Health Care.....	0.5

**Total Units Required 83**

#### Associate in Science (A.S.) Degree

The Associate in Science Degree in Dental Hygiene must be obtained for graduation from the program.

#### Graduation Requirements

Additional courses are necessary to meet Graduation Requirements. These may include American Institutions, Ethnic/Multicultural Studies, Humanities, Living Skills, and Competency Requirements.

Students must consult with a counselor to determine their individual educational plan.

A grade of "C" or better in all Dental Hygiene courses is required for progression in the Dental Hygiene program and for recommendation to apply for the Dental Hygiene licensing examination.

The Associate in Science Degree in Dental Hygiene must be obtained for graduation from the program.

## Dental Hygiene (DHYG)

### DHYG 100 Introduction to Dental Hygiene .5 Unit

*Prerequisite: None.*

*Hours: 9 hours LEC*

This course is an introduction to the practice of Dental Hygiene. Topics include vital signs, dental terminology, infection control, study strategies, and the expectations and concerns of the dental hygiene professional.

### DHYG 101 Introduction to Clinical Dental Hygiene 4 Units

*Prerequisite: See enrollment limitations.*

*Enrollment Limitation: Acceptance into the dental hygiene program and completion of BIOL 430, 431, and 440; CHEM 305 and 306 with grades of "C" or better, and with a cumulative GPA of 3.0 or better; completion of DHYG 100, FCS 340, ENGWR 300, COMM 301, PSYC 300, and SOC 300 with grades of "C" or better and a cumulative GPA of 2.5 or better; completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA degree or higher.*

*Hours: 36 hours LEC; 108 hours LAB*

This course provides an introduction to dental hygiene concepts and procedures. Emphasis is placed on the assessment phase of patient care as well as on the theory and performance of basic dental hygiene instrumentation procedures.

### DHYG 103 Oral Histology and Embryology 1 Unit

*Prerequisite: See enrollment limitations.*

*Enrollment Limitation: Acceptance into the dental hygiene program and completion of BIOL 430, 431, and 440; CHEM 305 and 306 with grades of "C" or better, and with a cumulative GPA of 3.0 or better; completion of DHYG 100, FCS 340, ENGWR 300, COMM 301, PSYC 300, and SOC 300 with grades of "C" or better and a cumulative GPA of 2.5 or better; completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA degree or higher.*

*Hours: 18 hours LEC*

Oral Histology and Embryology is the study of microscopic tissues and structures of the teeth, periodontium, and oral cavity as related to the clinical practice of dental hygiene. Extra time outside the normal school schedule may be required for professional meetings.

**DHYG 104 Patient Education and Nutrition 2 Units**

*Prerequisite:* See enrollment limitations

*Enrollment Limitation:* Acceptance into the dental hygiene program and completion of BIOL 430, 431, and 440; CHEM 305 and 306 with grades of "C" or better, and with a cumulative GPA of 3.0 or better; completion of DHYG 100, FCS 340, ENGWR 300, COMM 301, PSYC 300, and SOC 300 with grades of "C" or better and a cumulative GPA of 2.5 or better; completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA degree or higher.

*Hours:* 36 hours LEC

This course studies the principles and practices of preventing and controlling dental disease with emphasis on nutrition, plaque control, motivation, and chairside patient education.

**DHYG 107 Dental Morphology 1.5 Units**

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the dental hygiene program and completion of BIOL 430, 431, and 440; CHEM 305 and 306 with grades of "C" or better, and with a cumulative GPA of 3.0 or better; completion of DHYG 100, FCS 340, ENGWR 300, COMM 301, PSYC 300, and SOC 300 with grades of "C" or better and a cumulative GPA of 2.5 or better; completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA degree or higher.

*Hours:* 18 hours LEC; 27 hours LAB

Dental Morphology is the study of the formation, function, and structure of the teeth, and their supporting structures.

**DHYG 109 Infection Control and Hazardous Materials .5 Unit**

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the dental hygiene program and completion of BIOL 430, 431, and 440; CHEM 305 and 306 with grades of "C" or better, and with a cumulative GPA of 3.0 or better; completion of DHYG 100, FCS 340, ENGWR 300, COMM 301, PSYC 300, and SOC 300 with grades of "C" or better and a cumulative GPA of 2.5 or better; completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA degree or higher.

*Hours:* 9 hours LEC

This course emphasizes the legal and ethical aspects of infectious disease transmission and their prevention. Included is the necessary information to meet OSHA and CDC requirements for education on infection control and hazardous material management.

**DHYG 111 Clinical Dental Hygiene I 4 Units**

*Prerequisite:* DHYG 101, 103, 104, 107, and 109 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the dental hygiene program.

*Hours:* 36 hours LEC; 108 hours LAB

This is the clinical practice of oral prophylaxis through practical applications of procedures learned in DHYG 101. In clinic, students demonstrate various procedures on each other before applying them to patients: children over 5 years old and young adults. Techniques in patient education will be practiced. The lecture includes the rationale for more difficult traditional dental hygiene skills.

**DHYG 112 Periodontics I 2 Units**

*Prerequisite:* DHYG 101, 103, 104, 107, and 109 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the dental hygiene program.

*Hours:* 36 hours LEC

This is a course in periodontics which includes the identification of the normal periodontium and recognition of deviations from normal. It includes the etiology and principles of periodontal disease, examination procedures, treatment, and preventive measures.

**DHYG 113 Embryology- Head and Neck Anatomy 2 Units**

*Prerequisite:* DHYG 101, 103, 104, 107, and 109 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the dental hygiene program.

*Hours:* 36 hours LEC

This is a course of oral anatomy designed for the study of the head and neck structures or group of structures in relation to their function for the clinical practice of dental hygiene especially the areas pertaining to local anesthesia. Extra time outside of class may be required for professional meetings.

**DHYG 117 Dental Radiology 3 Units**

*Prerequisite:* DHYG 101, 103, 104, 107, and 109 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the dental hygiene program.

*Hours:* 36 hours LEC; 54 hours LAB

Topics in this course include the principles of dental radiology, including laboratory experience and clinical application of procedures involved in exposing, processing, interpreting, and evaluating dental radiographs. Extra time outside the normal school schedule may be required for field trips, conventions, and community projects.

**DHYG 121 Clinical Dental Hygiene II 2 Units**

*Prerequisite:* DHYG 111, 112, 113, and 117 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the dental hygiene program.

*Hours:* 96 hours LAB

This is the continued clinical experience in performing oral prophylaxis with wider variety of clinical cases, as well as case studies with the use of oral roentgenograms. Assignments in clinical X-ray will be provided.

**DHYG 127 Dental Materials 2 Units**

*Prerequisite:* DHYG 111, 112, 113, and 117 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the dental hygiene program.

*Hours:* 18 hours LEC; 54 hours LAB

This course is the survey of dental materials and techniques in using these materials in all phases of dentistry. This course is graded on a Pass/No pass basis.

**DHYG 131 Clinical Dental Hygiene III 4 Units**

*Prerequisite:* Completion of DHYG 121 with a grade of "C" or better.

*Hours:* 216 hours LAB

This course provides continued clinical experience in the provision of comprehensive dental hygiene services to a wide variety of patients with different medical and dental needs. The course focuses on progressive development of the student's skills in areas of dental hygiene assessment, diagnosis, treatment planning, preventive and therapeutic services, evaluation and time management.

**DHYG 132 Periodontics II 1 Unit**

*Prerequisite:* DHYG 121 and 127 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the dental hygiene program.  
*Hours:* 54 hours LAB

This course will develop clinical skills applicable in the treatment of patients with advanced periodontal disease. The course includes demonstrations and performance of tasks on appropriate laboratory materials. It also includes working with a periodontist in the clinical setting using expanded functions skills, including administration of local anesthesia and soft tissue curettage.

**DHYG 134 Community Dental Health 2 Units**

*Prerequisite:* DHYG 121 and 127 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the Dental Hygiene program.  
*Hours:* 18 hours LEC; 54 hours LAB

Community Dental Health is the study of the philosophy and background of community dental health with emphasis on program planning, implementation, and evaluation. This course includes practical experience implementing programs in various community settings. Extra time outside the normal school schedule may be required for completion of community projects.

**DHYG 135 Clinic Seminar 1 Unit**

*Prerequisite:* DHYG 121 and 127 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the dental hygiene program.  
*Hours:* 18 hours LEC

This seminar integrates more advanced concepts and skills into the clinical experiences of the third semester dental hygiene student. Emphasis is placed on development and implementation of comprehensive patient treatment plans, identification of resources to support evidence-based patient care, and critical thinking skills.

**DHYG 138 Oral Pathology 2 Units**

*Prerequisite:* DHYG 121 and 127 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the dental hygiene program.  
*Hours:* 36 hours LEC

This course is the introduction to general pathology with a special emphasis on oral pathology.

**DHYG 139 Pharmacology 2 Units**

*Prerequisite:* DHYG 121 and 127 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the dental hygiene program.  
*Hours:* 36 hours LEC

Pharmacology is the classification and study of drugs according to origin, physical and chemical properties, therapeutic effect and values, particularly of drugs utilized in dentistry.

**DHYG 141 Clinical Dental Hygiene IV 4 Units**

*Prerequisite:* DHYG 131, 132, 134, 135, 138, and 139 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the dental hygiene program.  
*Hours:* 216 hours LAB

This course is the continued clinical experience in performing oral prophylaxis, oral roentgenographic surveys, charting cases, and patient education. The clinical experience is related to all aspects of dentistry.

**DHYG 145 Clinic Seminar II 1 Unit**

*Prerequisite:* DHYG 131, 132, 134, 135, 138, and 139 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the dental hygiene program.  
*Hours:* 54 hours LAB

This course provides instruction in nitrous oxide/oxygen analgesia and caries detection. Students develop their critical thinking skills through the discussion of problems and special interest cases encountered in clinical experience. There will be presentations from outside speakers. Extra time outside the normal school schedule is required for students to participate in such activities as dental health faire screenings.

**DHYG 149 Ethics, Jurisprudence and Dental Hygiene Practice 2 Units**

*Prerequisite:* DHYG 131, 132, 143, 135, 138, and 139 with grades of "C" or better.

*Enrollment Limitation:* Enrollment in the Dental Hygiene Program.  
*Hours:* 36 hours LEC

This course is the study of the fundamental factors necessary to be employed and practice within the ethical and legal framework of the California State Dental Practice Act and the code of ethics of the American Dental Hygienists' Association. Extra time outside the normal school schedule may be required to complete projects and assignments.

**DHYG 295 Independent Studies in Dental Hygiene 1-3 Units**

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Enrollment in the Dental Hygiene program.  
*Hours:* 162 hours LAB

This course is designed to provide a mechanism for current dental hygiene students to complete independent studies in dental hygiene education.

**DHYG 299 Experimental Offering in Dental Hygiene .5-4 Units**

*Prerequisite:* None

*Hours:* 90 hours LEC

See Experimental Offerings

Degrees:

- A.A. - Child Development
- A.A. - Early Childhood Education Administration
- A.A. - Early Childhood Education Teacher

Division of Behavioral and Social Sciences

J. Frank Malaret, Dean  
 Rodda North 226  
 916-558-2401

Certificates of Achievement:

- Family Child Care
- Infant Care and Education Teacher
- School-Age Care and Education Teacher

**Child Development**

Associate in Arts Degree

**Program Information**

This program provides preparation for employment in early care and education settings and for further study in child development. The coursework includes foundational courses in the field including the areas of typical and atypical development, the ecology of childhood, culture, and developmentally appropriate practices.

**Career Opportunities**

Students receiving an A.A. degree in Child Development are eligible for employment in the diverse early care and education field. Students who successfully complete this program may serve as educators in classrooms or for employment in other settings that require knowledge of child development and best practices in early care and education. This degree prepares students for further study in child development by offering the foundational theoretical courses. Students are advised to meet with the Early Childhood Education Coordinator during the development of their education plan to learn about the requirements of the California Commission on Teacher Credentialing and the Child Development Permit Process.

**Enrollment Eligibility**

To be Eligible for enrollment in the program, the student must meet the following criteria:

- ability to pass the Criminal Record Clearance or receive an exemption proving eligibility to work with children
- test negative for tuberculosis

**Upon completion of this program, the student will be able to:**

- provide service in the care, development, and education of children in early care and education settings.
- demonstrate knowledge of typical and atypical development of children and the many factors influencing development.
- compare and contrast developmentally appropriate educational practices with those that are inappropriate.
- recognize the importance of early childhood as a unique time in children's development that requires specialized developmentally appropriate activities, routines, interactions, and guidance.
- recognize, respect, and integrate the individualized needs of the diverse children and families, including those with special needs, into their early care and education program.
- evaluate and assess research, curriculum, program practices, developmental assessments, and other issues in the field of child development and early childhood education.
- construct an eclectic understanding and appreciation of child development that synthesizes development theories, research, and experience into a foundation for practice.

**Required Program**

**Units**

ECE 312 Child Development (3) .....	3
or FCS 312 Child Development (3)	
ECE 314 The Child, the Family and the Community (3).....	3
or FCS 314 The Child, the Family and the Community (3)	
or SOC 312 The Child, the Family and the Community (3)	
ECE 300 Introduction to Principles and Practices in Early Childhood Education .....	3
ECE 320 Curriculum and Interactions in Early Childhood Education .....	4
ECE 321 Advanced Practicum in Early Childhood Education.....	4 <sup>1</sup>
ECE 400 Children with Exceptional Needs (3).....	3
or ECE 404 Children with Special Needs (3)	
or ECE 402 Infants with Atypical Development (3)	
ECE 430 Culture and Diversity in Early Childhood Education .....	3
A minimum of 9 units from the following:.....	9
ECE 322 Promoting Children's Social Competence (3)	
ECE 342 Constructive Math and Science in Early Childhood Education (3)	
ECE 343 Language and Literacy Development in Early Childhood (3)	
ECE 344 Principles of Pre-School Skills Building: Planning Creative Play Environments (3)	
ECE 360 Art in Early Childhood (3)	
ECE 362 Music for Children (3)	
NUTRI 320 Children's Health, Safety and Nutrition (3)	
or FCS 346 Children's Health, Safety and Nutrition (3)	
or ECE 415 Children's Health, Safety and Nutrition (3)	
ECE 326 Making Learning Visible Through Observation and Documentation (3)	
ECE 330 Infant Development (3)	
ECE 350 Introduction to Elementary Teaching with Field Experience (3)	

**Total Units** **32**

<sup>1</sup> This course is only offered in Spring Semester.

**Suggested Electives**

ECE 305, 323, 331, 356, 358, 420, 422, 424, 450; ART 430, ENGLT 370, SILA 305

**Associate in Arts Degree**

The Associate in Arts (A.A.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements

## Early Childhood Education Administration

### Associate in Arts Degree

#### Program Information

This program provides preparation for employment in early care and education settings in an administrative position. The program meets the course requirements for directors in private early care and education settings licensed by the California State Department of Social Services.

#### Career Opportunities

Students receiving an ECE Administration A.A. degree are eligible for employment at many levels in the diverse early care and education field. Students who complete the program may serve as teachers or as directors in privately owned settings. Students interested in working with infant or school age programs will need to add courses specific to those age groups or complete the certificates aligned with those age groups. Graduates would also be prepared for employment in other settings that require knowledge of child development and best practices for programs. Students are advised to meet with the Early Childhood Education Coordinator during the development of their education plan to learn about the requirements of the California Commission on Teacher Credentialing and the Child Development Permit Process.

#### Enrollment Eligibility

To be Eligible for enrollment in the program, the student must meet the following criteria:

- ability to pass the Criminal Record Clearance or receive an exemption proving eligibility to work with children
- test negative for tuberculosis

#### Upon completion of this program, the student will be able to:

- provide service in the care, development, and education of children in early care and education settings.
- supervise a child care and development program operating at a single site, provide service in the care, development, and instruction of children in a child care and development program; and serve as coordinator of curriculum and development.
- supervise assistants, aides, and teachers in private early care and education settings, supervise Assistant, Associate, Teacher, and Master Teacher Permit holders if they hold the Site Supervisor Permit.
- create a developmentally appropriate learning environment for children in early care and education settings.
- assess the development of children for the purposes of curriculum planning and implementation, compare and contrast the development of typical children to those with atypical development.
- demonstrate knowledge of best practices in guidance, curriculum selection, and health and safety for early care and education settings.
- recognize the importance of early childhood as a unique time in children's development that requires specialized developmentally appropriate activities, routines, interactions, and guidance.
- distinguish developmentally appropriate practices from other types of teaching strategies.
- cite and define the developmental learning outcomes of activities offered to children in their early care and education setting.
- recognize, respect, and integrate the individualized needs of the diverse children and families into their early care and education program.
- prioritize, organize and manage the logistics of an early care and education setting including staff training, evaluation, budget, and public relations.
- facilitate and support the professional development of staff under their supervision.

#### Required Program

#### Units

ECE 312 Child Development (3) .....	3
or FCS 312 Child Development (3)	
ECE 314 The Child, the Family and the Community (3).....	3
or FCS 314 The Child, the Family and the Community (3)	
or SOC 312 The Child, the Family and the Community (3)	
ECE 300 Introduction to Principles and Practices in Early Childhood Education .....	3
ECE 320 Curriculum and Interactions in Early Childhood Education .....	4
ECE 321 Advanced Practicum in Early Childhood Education.....	4 <sup>1</sup>
ECE 400 Children with Exceptional Needs (3).....	3
or ECE 404 Children with Special Needs (3)	
or ECE 402 Infants with Atypical Development (3)	
ECE 410 Health and Safety in Child Care Settings (1) .....	1
or HEED 330 Health and Safety in Child Care Settings (1)	
ECE 420 Administration of Child Development Centers .....	3
ECE 422 Advanced Coordination and Supervision of Child Development Programs.....	3
ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting.....	2
ECE 430 Culture and Diversity in Early Childhood Education .....	3

A minimum of 6 units from the following:..... 6

ECE 322 Promoting Children's Social Competence (3)	
ECE 342 Constructive Math and Science in Early Childhood Education (3)	
ECE 343 Language and Literacy Development in Early Childhood (3)	
ECE 344 Principles of Pre-School Skills Building: Planning Creative Play Environments (3)	
ECE 360 Art in Early Childhood (3)	
ECE 362 Music for Children (3)	
NUTRI 320 Children's Health, Safety and Nutrition (3)	
or FCS 346 Children's Health, Safety and Nutrition (3)	
or ECE 415 Children's Health, Safety and Nutrition (3)	
ECE 326 Making Learning Visible Through Observation and Documentation (3)	
ECE 302 Computer Skills for Educators (3)	

#### Total Units Required

38

<sup>1</sup> This course is usually offered only in Spring Semester.

#### Suggested Electives

ECE 305, 323, 330, 331, 350, 356, 358, 420, 498; ART 430; ENGLT 370

#### Associate in Arts Degree

The Early Childhood Education Administration Associate in Arts (A.A.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements

## Early Childhood Education Teacher

### Associate in Arts Degree

#### Program Information

This program provides preparation for employment in early care and education settings. The coursework in this program focuses on typical and atypical development, the culture and ecology of children and its relationship to learning, curriculum development, assessment, and program planning and implementation.



### Career Opportunities

Students with the Early Childhood Teacher A.A. Degree are eligible for employment as teachers in early care and education programs. With the addition an Infant Certificate or a School Age Certificate they are also able to work with those specific age groups in care and education settings. Additional administration units are required to manage a program. Students are advised to meet with the Early Childhood Education Coordinator during the development of their education plan to learn about the requirements of the California Commission on Teacher Credentialing and the Child Development Permit Process.

### Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria:

- ability to pass the Criminal Record Clearance or receive an exemption proving eligibility to work with children
- test negative for tuberculosis

### Upon completion of this program, the student will be able to:

- provide service in the care, development, and education of children in early care and education settings.
- supervise assistants and aides as well work with parents and volunteers in early care and education settings.
- create a developmentally appropriate learning environment for children in early care and education settings.
- assess the development of children for the purposes of curriculum planning and implementation, compare and contrast the development of typical children to those with atypical development.
- demonstrate knowledge of best practices in guidance, curriculum selection, and health and safety for early care and education settings.
- recognize the importance of early childhood as a unique time in children's development that requires specialized developmentally appropriate activities, routines, interactions, and guidance.
- distinguish developmentally appropriate practices from other types of teaching strategies.
- cite and define the developmental learning outcomes of activities offered to children in their early care and education setting.
- recognize, respect, and integrate the individualized needs of the diverse children and families, including children with special needs, into their early care and education setting.
- demonstrate knowledge and skills in an area of specialization within early childhood education.

### Required Program

	Units
ECE 312 Child Development (3) ..... 3 or FCS 312 Child Development (3)	3
ECE 314 The Child, the Family and the Community (3)..... 3 or FCS 314 The Child, the Family and the Community (3) or SOC 312 The Child, the Family and the Community (3)	3
ECE 300 Introduction to Principles and Practices in Early Childhood Education .....	3
ECE 320 Curriculum and Interactions in Early Childhood Education .....	4
ECE 321 Advanced Practicum in Early Childhood Education..... <sup>4</sup>	4 <sup>1</sup>
ECE 322 Promoting Children's Social Competence (3) ..... 3 or ECE 323 The Effective Parent-Teacher (3)	3
ECE 326 Making Learning Visible Through Observation and Documentation .....	3
ECE 342 Constructive Math and Science in Early Childhood Education.....	3
ECE 343 Language and Literacy Development in Early Childhood .....	3
ECE 360 Art in Early Childhood (3)..... 3 or ECE 362 Music for Children (3)	3
ECE 410 Health and Safety in Child Care Settings (1) ..... 1 or HEED 330 Health and Safety in Child Care Settings (1)	1

ECE 415 Children's Health, Safety and Nutrition .....	3
or FCS 346 Children's Health, Safety and Nutrition (3) or NUTRI 320 Children's Health, Safety and Nutrition (3)	3
ECE 430 Culture and Diversity in Early Childhood Education.....	3

### Total Units Required

**39**

<sup>1</sup> This course is usually only offered in Spring Semester.

### Suggested Electives

ECE 305, 330, 331, 350, 356, 358, 415, 420, 498; ART 430; ENGLT 370

### Associate in Arts Degree

The Early Childhood Education Teacher Associate in Arts (A.A.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Family Child Care Certificate of Achievement

### Program Information

This program prepares students to operate early care and education programs within their own homes. The courses listed exceed the course requirements for the Department of Social Services, Community Care Licensing. Students may wish to learn more about specific age groups by enrolling in additional courses focusing on different ages.

### Career Opportunities

Students completing this certificate will have the required units to open and operate a family child care business in their homes. Community Care Licensing requires additional background checks, home inspection, etc. before a provider may become licensed. These courses are also acceptable for work in licensed centers and count toward the Child Development Permit.

### Enrollment Eligibility

To be eligible for enrollment in the program, the student must meet the following criteria:

- ability to pass the Criminal Record Clearance or receive an exemption proving eligibility to work with children
- test negative for tuberculosis

### Upon completion of this program, the student will be able to:

- research the feasibility of opening a family child care business in their home.
- design the policy and regulations for their family child care home.
- organize and plan a developmentally appropriate program for the children attending the family child care home.
- operate within the regulations of the Department of Social Services, Community Care Licensing for their family child care home.
- explain and describe to their potential clients the learning outcomes for the children attending their family child care home.
- supervise and guide assistants.

<b>Required Program</b>	<b>Units</b>
ECE 305 Introduction to Family Child Care .....	1
ECE 312 Child Development (3) .....	3
or FCS 312 Child Development (3)	
ECE 410 Health and Safety in Child Care Settings (1) .....	1
or HEED 330 Health and Safety in Child Care Settings (1)	
ECE 314 The Child, the Family and the Community (3).....	3
or FCS 314 The Child, the Family and the Community (3)	
or SOC 312 The Child, the Family and the Community (3)	
ECE 300 Introduction to Principles and Practices in Early Childhood Education (3).....	3
ECE 320 Curriculum and Interactions in Early Childhood Education (4).....	1 - 4
or ECE 498 Work Experience in Early Childhood Education .....	
(1 - 4).....	
<b>Total Units Required</b>	<b>12 - 15</b>

#### **Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better in all courses or equivalent.

## **Infant Care and Education Teacher**

### **Certificate of Achievement**

#### **Program Information**

This program provides preparation for employment in early care and education settings. The program meets the course requirements for staff at the teacher level working with infants in private early care and education settings licensed by the California State Department of Social Services.

#### **Career Opportunities**

Students with the Infant Care and Education Teacher Certificate are eligible for employment as teachers with infants in private early care and education programs. Students are advised to meet with the Early Childhood Education Coordinator during the development of their education plan to learn about the requirements of the California Commission on Teacher Credentialing and the Child Development Permit Process.

#### **Enrollment Eligibility**

To be eligible for enrollment in the program, the student must meet the following criteria:

- ability to pass the Criminal Record Clearance or receive an exemption proving eligibility to work with children
- test negative for tuberculosis

#### **Upon completion of this program, the student will be able to:**

- provide service in the care, development, and education of children in early care and education settings with a special emphasis in working with children from birth to three years of age.
- supervise assistants and aides in private early care and education settings.
- create a developmentally appropriate learning environment for children in early care and education settings.
- assess the development of children for the purposes of curriculum planning and implementation, compare and contrast the development of typical children to those with atypical development.
- demonstrate knowledge of best practices in guidance, curriculum selection, and health and safety for early care and education settings.
- recognize the importance of early childhood (emphasis on infancy) as a unique time in children's development that requires specialized developmentally appropriate activities, routines, interactions, and guidance.

- distinguish developmentally appropriate practices from other types of teaching strategies.
- cite and define the developmental learning outcomes of activities offered to children in their care.
- distinguish the unique needs of children less than three years of age from those older in areas of health, safety, environmental design, curriculum design, and social and emotional development.
- show appreciation and support for parents of diverse cultures in the parent/child relationship and for the parent's knowledge of child development and care.

<b>Required Program</b>	<b>Units</b>
ECE 312 Child Development (3) .....	3
or FCS 312 Child Development (3)	
ECE 314 The Child, the Family and the Community (3).....	3
or FCS 314 The Child, the Family and the Community (3)	
or SOC 312 The Child, the Family and the Community (3)	
ECE 300 Introduction to Principles and Practices in Early Childhood Education .....	3
ECE 330 Infant Development .....	3
ECE 331 Education and Care of Infants in Group Settings (3).....	3 - 4
or ECE 320 Curriculum and Interactions in Early Childhood Education (4)	
ECE 404 Children with Special Needs (3) .....	3
or ECE 402 Infants with Atypical Development (3)	
or ECE 400 Children with Exceptional Needs (3)	
ECE 410 Health and Safety in Child Care Settings (1) .....	1
or HEED 330 Health and Safety in Child Care Settings (1)	
ECE 430 Culture and Diversity in Early Childhood Education .....	3
A minimum of 3 units from the following:.....	3
ECE 322 Promoting Children's Social Competence (3)	
ECE 342 Constructive Math and Science in Early Childhood Education (3)	
ECE 343 Language and Literacy Development in Early Childhood (3)	
ECE 344 Principles of Pre-School Skills Building: Planning Creative Play Environments (3)	
ECE 360 Art in Early Childhood (3)	
ECE 362 Music for Children (3)	
FCS 346 Children's Health, Safety and Nutrition (3)	
or NUTRI 320 Children's Health, Safety and Nutrition (3)	
or ECE 415 Children's Health, Safety and Nutrition (3)	
ECE 326 Making Learning Visible Through Observation and Documentation (3)	
<b>Total Units Required</b>	<b>25 - 26</b>

#### **Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better in all courses or equivalent.

## **School-Age Care and Education Teacher**

### **Certificate of Achievement**

#### **Program Information**

This program provides preparation for employment in school-age care and education settings. The program meets the course requirements for staff at the teacher level in private school-age care and education settings licensed by the California State Department of Social Services. In addition Early Childhood Education offers a Teacher Preparation Program that is articulated with California State University, Sacramento.

**Career Opportunities**

Students with the School-Age Teacher Certificate are eligible for employment as teachers in private school-age care and education programs. Students are advised to meet with the Early Childhood Education Coordinator during the development of their education plan to learn about the requirements of the California Commission on Teacher Credentialing and the Child Development Permit Process. The School-Age Certificate offers opportunities that would be excellent preparation for transfer into a K-12 teacher preparation program or a career in recreation programs for children.

**Enrollment Eligibility**

To be eligible for enrollment in the program, the student must meet the following criteria:

- ability to pass the Criminal Record Clearance or receive an exemption proving eligibility to work with children
- test negative for tuberculosis

**Upon completion of this program, the student will be able to:**

- provide service in the care, development, and education of children in school-age care and education settings.
- supervise assistants and aides in private school-age care and education settings.
- create a developmentally appropriate learning environment for children in school-age care and education settings.
- assess the development of children for the purposes of curriculum planning and implementation, compare and contrast the development of typical children to those with atypical development.
- demonstrate knowledge of best practices in guidance, curriculum selection, and health and safety for school-age care and education settings.
- recognize the importance of childhood as a unique time in children’s development that requires specialized developmentally appropriate activities, routines, interactions and guidance.
- distinguish developmentally appropriate practices from other types of teaching strategies.
- cite and define the developmental learning outcomes of activities offered to children in their school-age care and education setting.
- recognize and respect the diversity of the cultures of children and families in their early care and education program.
- integrate the activities of before or after-school programs with the activities and academic work of the children’s school day.

Required Program	Units
ECE 312 Child Development (3) ..... or FCS 312 Child Development (3)	3
ECE 314 The Child, the Family and the Community (3)..... or FCS 314 The Child, the Family and the Community (3) or SOC 312 The Child, the Family and the Community (3)	3
ECE 350 Introduction to Elementary Teaching with Field Experience (3)..... or ECE 320 Curriculum and Interactions in Early Childhood Education (4)	3 - 4
ECE 356 Programs for the School-Age Child .....	3
ECE 358 Activities for the School-Age Child (Six to Fourteen Years) .....	3
ECE 430 Culture and Diversity in Early Childhood Education .....	3
ECE 410 Health and Safety in Child Care Settings (1) .....	1
or HEED 330 Health and Safety in Child Care Settings (1)	

A minimum of 3 units from the following:..... 3

ECE 320 Curriculum and Interactions in Early Childhood Education (4)	
ECE 321 Advanced Practicum in Early Childhood Education (4)	
ECE 322 Promoting Children’s Social Competence (3)	
ECE 343 Language and Literacy Development in Early Childhood (3)	
ECE 360 Art in Early Childhood (3)	
ECE 400 Children with Exceptional Needs (3)	
ECE 415 Children’s Health, Safety and Nutrition (3) or FCS 346 Children’s Health, Safety and Nutrition (3) or NUTRI 320 Children’s Health, Safety and Nutrition (3)	
ECE 450 Science Activities for School-Age Children (3) or ECE 342 Constructive Math and Science in Early Childhood Education (3)	

**Total Units Required** **22 - 23**

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of “C” or better in all courses or equivalent.

**Early Childhood Education (ECE)**

**ECE 100 Nutrition Education for Early Childhood Educators 1 Unit**

*Same As: NUTRI 100*  
*Prerequisite: None.*  
*Hours: 18 hours LEC*  
 This course is designed to teach active or aspiring early childhood educators current topics in childhood nutrition, coupled with hands-on kitchen experience to reinforce that knowledge. Topics will include: food safety and handling, dietary fats, carbohydrates, proteins, vitamins and minerals, menu planning, and food choices. It will include a trip to a local supermarket and cooking demonstrations.

**ECE 104 Parenting Workshop 1 Unit**

*Prerequisite: None.*  
*Hours: 18 hours LEC*  
 This course is designed for, but not limited to, student-parents of either infant/toddler or preschool children that are enrolled at the Child Development Center on campus. The course is designed to give students the opportunity to discuss, explore, and learn more about how to be an effective parent, including the skills required for clear communication, setting boundaries, developing self-esteem in the child, and practicing discipline. The course is designed as four separate modules and may be taken four times for credit providing there is no duplication of modules.

**ECE 106 Parenting Through Participation 1 Unit**

*Prerequisite: None.*  
*Hours: 54 hours LAB*  
 This course is designed for student-parents who have their children enrolled in the Child Development Center on campus. The focus of the course is on basic parenting skills through weekly participation at the Center (three hours per week) and lecture/workshops throughout the semester. This course may be taken four times for credit.

**ECE 190      The Art of Storytelling and Expressive Listening      2 Units**

*Prerequisite: None.*

*Hours: 36 hours LEC*

This course introduces students to storytelling in both its traditional and contemporary uses. The effective use of oral language for sharing stories, myths, epics, legends, and fables in and out of the classroom will be developed. Time will be spent on improvisational storytelling, tandem and group storytelling, and group participation storytelling.

**ECE 294      Topics in Early Childhood Education      .5-4 Units**

*Prerequisite: None.*

*Hours: 72 hours LEC*

This course is designed to give students an opportunity to study topics in Early Childhood Education which are not included in current offerings. The course may be repeated for credit up to four times providing there is no duplication of topics. The course requires 18 hours lecture or 54 hours lab for each unit of credit.

**ECE 295      Independent Studies in Early Childhood Education      1-3 Units**

*Prerequisite: None*

*Hours: 54 hours LEC; 54 hours LAB*

**ECE 299      Experimental Offering in Early Childhood Education      .5-4 Units**

*Prerequisite: None*

*Hours: 54 hours LEC*

See Experimental Offerings.

**ECE 300      Introduction to Principles and Practices in Early Childhood Education      3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course is an introduction to early childhood education, including an overview of the history of the field, evolution of professional practices and ethics, educational principles that support child development from birth through the school-age years, and teaching practices based on observation, documentation, and interpretation of children's behavior.

**ECE 302      Computer Skills for Educators      3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course is designed for educators of early childhood, elementary, and adolescent children. The course provides a comprehensive overview of the use of computer education and technology in the classroom in order to enhance the education advancement of the child and facilitate ease of instruction and administration for the teacher. The course provides hands-on experience in the use of computer applications, educational software, and problem-solving skills through a portfolio development process.

**ECE 305      Introduction to Family Child Care      1 Unit**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course is an orientation to Family Child Care. It includes local regulations, health and safety, curriculum, behavior management, and business requirements of in-home child care services.

**ECE 312      Child Development      3 Units**

*Same As: FCS 312*

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and LIBR 318 with grades of "C" or better*

*General Education: AA/AS Area V(b); CSU Area D7; CSU Area D9; CSU Area E1; IGETC Area 4G; IGETC Area 4I*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is designed for students to study the growth and development of children from the prenatal stage through adolescence. For each stage of development, the physical, cognitive, linguistic, social-moral, and emotional aspects of development with attention to both typical as well as atypical development in each area is discussed. Included are the influences of culture, family, and the environment. The material on this course is designed as a foundation for teaching, nursing, early childhood education, and parenting. (Credit offered for ECE 312 or FCS 312, but not both.)

**ECE 314      The Child, the Family and the Community      3 Units**

*Same As: FCS 314 and SOC 312*

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and FCS 312 or ECE 312; and LIBR 318 with grades of "C" or better*

*General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D0; CSU Area D7; CSU Area E1; IGETC Area 4G; IGETC Area 4J*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an examination of the developing child in a societal context focusing on the interrelationship of family, school, and community and emphasizing historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. Influences on growth and development including media, social class, gender, sexual orientation, racial/ethnic groups, and their relationship to family behavior will be studied. Students will identify and evaluate personal family dynamics and consequences. (Students may receive credit for ECE 314, FCS 314, or SOC 312, maximum one course.)

**ECE 320 Curriculum and Interactions in Early Childhood Education 4 Units**

*Prerequisite:* ECE 300 and either ECE 312 or FCS 312 with grades of "C" or better

*Enrollment Limitation:* Students must show proof of negative T.B. test prior to participating in the lab.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

In this supervised field experience course, students are enrolled in both a lecture and lab section. During weekly in-class meetings with the instructor, students are presented the developmentally appropriate theory which grounds curriculum and interactions in high quality early childhood education classrooms. Students are required to attend a lab section each week where they have the opportunity to apply and practice what they are learning in the lecture section. Topics include principles of curriculum development, classroom design, and child guidance. The students will be assigned to the Campus Child Development Center during specific times of the day for supervised laboratory experiences. Students may also complete up to 50 percent of their lab hours at selected sites. Students doing any hours at off campus sites must be under the direct supervision of a staff person eligible for or holding a Master Teacher Permit or higher level permit (108 hours of laboratory experience are required for completion.)

**ECE 321 Advanced Practicum in Early Childhood Education 4 Units**

*Prerequisite:* ECE 320 with a grade of "C" or better

*Enrollment Limitation:* Students must show proof of negative T.B. test prior to participating in the lab.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This advanced practicum course provides supervised field experience in an early childhood education program. Students will participate as teachers in a classroom with young children and attend weekly lectures. Students will plan and implement long-term curriculum projects with young children, applying their skills in observation, assessment, documentation, and interpretation of children's work. Students will develop and supervise the overall setting for learning and demonstrate skill in guiding children's behavior, managing groups, and building relationships with children and families. Students will be assigned to the Campus Child Development Center or selected schools for supervised laboratory practicum. Students may also complete up to 50 percent of their lab hours at selected sites. Students doing any hours at off campus sites must be under the direct supervision of a staff person eligible for or holding a Master Teacher Permit or higher level permit (108 hours of laboratory experience are required for completion.)

**ECE 322 Promoting Children's Social Competence 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed for teachers in early education programs to promote positive guidance methods. It is based on supporting children's development of social competence. The course includes strategies for understanding and responding to children's behavior in ways that are congruent with the core values of early childhood education. Concepts of guidance relating to typical and atypical development, culture, and environment will be presented. Parents of young children may also find the course of value.

**ECE 323 The Effective Parent-Teacher 3 Units**

*Prerequisite:* None.

*Advisory:* Completion of ENGWR 101 or ENGRD 310 with a grade C or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will present material and learning experiences that assist parents and teachers in developing skills in areas of discipline and behavior with young children. Alternative approaches to handling behavior problems will be reviewed and discussed. The importance of providing quality child care for children, including children with special needs, will also be addressed.

**ECE 326 Making Learning Visible Through Observation and Documentation 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course applies critical and reflective thinking to observation and assessment of young children's development. It prepares teachers of young children to use observation, documentation, and interpretation strategies to improve program quality in early childhood settings. Multiple forms of child assessment and early childhood program assessment are explored.

**ECE 330 Infant Development 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110, ENGWR 101, and LIBR 318; with a grade of C or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an examination of the development of children from conception to three years of age. The course includes information on the unique brain development that occurs during the first three years of life in typically developing infants. The course presents research on physical, social, emotional, cognitive, and language development to assist parents and professionals understand the importance of infancy in human development.

**ECE 331 Education and Care of Infants in Group Settings 3 Units**

*Prerequisite:* ECE 312, ECE 330, or FCS 312 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course applies current research in infant development to the teaching and care of infants in group settings. Emphasis is on early childhood education principles and practices when applied to the care and education of infants from birth to three years of age. It includes strategies for designing, implementing, and evaluating group care programs for infants. Students may concurrently register in ECE 334.

**ECE 334      Laboratory with Infants and Toddlers      1 Unit**

*Prerequisite:* ECE 312 or FCS 312 with a grade of "C" or better; Concurrent enrollment in ECE 331 (Education and Care of Infants in Group Settings) or completion of ECE 331 with a grade of "C" or better.

*Enrollment Limitation:* Current tuberculosis clearance is required prior to participating in lab hours

*Course Transferable to CSU*

*Hours:* 54 hours LAB

This class provides experience working with infants and toddlers in a group care program. It is designed as a practicum/laboratory for those who have completed or are concurrently enrolled in ECE 331. This course requires participation in a designated, supervised infant-toddler care setting for three hours per week with infants and/or toddlers. Students must be supervised by a staff member holding the Master Teacher Permit or higher during their lab hours. A current clearance for tuberculosis is required prior to participating in lab hours.

**ECE 342      Constructive Math and Science in Early Childhood Education      3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

The course is an introduction to the constructivist approach to teaching mathematics and science in early childhood education. The content and teaching techniques support the perspective that children construct knowledge through a dynamic, interactive process that facilitates their development of working theories relating to math and science. The course introduces concepts aligned with California Pre-school Learning Foundations in Mathematics.

**ECE 343      Language and Literacy Development in Early Childhood      3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will prepare early childhood educators to recognize, understand, and enhance the emergent language and literacy experiences of young children. The knowledge of developmentally appropriate language and literacy instructional practices will improve early childhood educators' abilities to support young children from birth to age 5 in building a strong foundation for learning to use language, both spoken and written, in the primary grades.

**ECE 344      Principles of Pre-School Skills Building: Planning Creative Play Environments      3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is a study of the function and influence of the early childhood environment in supporting children's growth and development. The course will help students plan safe, developmentally appropriate play environments that promote active learning for young children. It will also cover the importance of fostering child-child and adult-child interactions in the environment. Students will be able to analyze the use of physical indoor and outdoor space in early childhood settings to implement program goals and philosophy.

**ECE 350      Introduction to Elementary Teaching with Field Experience      3 Units**

*Prerequisite:* None.

*Advisory:* FCS 312 or ECE 312 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is a career exploration course with an early field experience for those students considering the field of K-8 teaching. It includes a supervised field placement of three hours weekly in a local elementary school in addition to weekly class meetings on campus. It will fulfill one of the early field experiences for the CSUS blended liberal studies major. Course content includes the profession and culture of teaching, observation skills, communication skills, diversity and social issues. Students' field experiences will integrate and apply the course content. Students will also complete a service learning project at participating schools.

**ECE 356      Programs for the School-Age Child      3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and FCS 312 or ECE 312; and FCS 314 or ECE 314 or SOC 312; and LIBR 318 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

Students will be introduced to the fundamentals of planning, implementing, and evaluating programs for the before- and after-school care of school-age children (K-8). Emphasis will be placed on day-to-day program operation, teaching strategies, developmental levels of the school-age child and age-appropriate activities. Assignments are incorporated for students to observe and evaluate school-age care programs in our community.

**ECE 358      Activities for the School-Age Child (Six to Fourteen Years)      3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and FCS 312 or ECE 312; and FCS 314 or ECE 314 or SOC 312; and ECE 356; and LIBR 318 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

Students will study developmentally appropriate activities for the school-age child (K-8). Topics include conflict management, construction, diversity, music, movement, science, nature, and drama. Students will explore other topics such as cooperative program planning, environments, guidance techniques and the importance of positive interpersonal relationships between the adults and the children in a school-age care program. As a semester project, the design, implementation and evaluation of school-age activities become the responsibility of the students.

**ECE 360      Art in Early Childhood      3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is a study of the use of creative visual art in early childhood education programs. The appropriate use of art materials and activities for children at different developmental stages will be reinforced. Children's use of creative arts to represent their experiences and feelings will be examined as a developmental stage in the use of symbols and the development of literacy. The integration of creative art processes across the curriculum and the adaptation of these processes to support young children's development will be emphasized.

**ECE 362 Music for Children 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides the fundamentals of music for early childhood professionals working with children from infancy through early childhood. Theoretical perspectives are blended with practical classroom applications. The use of music and movement to develop pre-academic skills, in classroom management, for community building, and to facilitate transitions will be presented. The course explores the place of children's music and movement in various cultures and traditions and teaches how to involve children in the diversity of musical traditions.

**ECE 400 Children with Exceptional Needs 3 Units**

*Prerequisite:* ECE 312 or FCS 312 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an overview of the developmental issues, characteristics, and learning differences of children from birth to adolescence with exceptional needs, including gifted and talented. Current educational strategies including assessment and curriculum design will be presented. Community resources, advocacy, and challenges for children with exceptional needs and their families will be examined.

**ECE 402 Infants with Atypical Development 3 Units**

*Prerequisite:* None.

*Advisory:* ECE 330 and ECE 312 or FCS 312 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to acquaint the student with the characteristics of atypical infant assessment procedures and techniques for intervention in the developmental areas of sensory stimulation and integration, gross and fine motor control, cognition, language, social and self-help skills. The course will explore community services, agencies, career and vocational opportunities in fields related to the infant with atypical development; medicine, nursing, physical therapy, special education, counseling, social work, institutional settings, and aide positions.

**ECE 404 Children with Special Needs 3 Units**

*Prerequisite:* ECE 312 or FCS 312 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to provide a broad overview of the characteristics, assessment techniques, methods of intervention and education, community and family resources, and current issues of young children from birth to age eight with exceptional needs and differing abilities. The focus is to increase the awareness and understanding of children's individual needs in an early childhood setting and to provide practical information to those currently involved with children with exceptional needs. Observations in public or private children's programs, schools, and agencies are required and may be completed independently by each student outside of class.

**ECE 406 Field Experience Working with Children with Special Needs 4 Units**

*Prerequisite:* ECE 300 and 400 with grades of "C" or better; ECE 312 (same as FCS 312) is a prerequisite to ECE 400.

*Enrollment Limitation:* Students must show proof of negative T.B. test prior to participating in the lab.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This course provides supervised experience working with children with special needs in an inclusive early care and education setting. Topics include integration strategies, classroom environments, and individualized instructional strategies for children. Emphasis will be on creating modifications, accommodations, and/or adaptations to the environment. In this supervised field experience course, students are enrolled in both a lecture and lab section. Students are required to attend a lab section each week where they have the opportunity to apply and practice what they are learning in the lecture section. The students will be assigned to the Campus Child Development Center during specific times of the day for supervised laboratory experiences.

**ECE 410 Health and Safety in Child Care Settings 1 Unit**

*Same As:* HEED 330

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This course covers health and safety issues in child care centers and family day care homes. Topics include pediatric cardiopulmonary resuscitation, pediatric first aid, and preventative health practices such as control of infectious diseases, injury prevention, nutrition, sanitation, and emergency preparedness and evacuation. This course meets requirements of mandated training for child care providers. (Student may receive credit for ECE 410 or HEED 330, but not both).

**ECE 415 Children's Health, Safety and Nutrition 3 Units**

*Same As:* FCS 346 and NUTRI 320

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and LIBR 318; and MATH 34; and ECE 410 or HEED 330; and FCS 312 or ECE 312; and FCS 314 or ECE 314 or SOC 312; and NUTRI 300 with grades of "C" or better

*General Education:* AA/AS Area III(b); CSU Area E1

*Course Transferable to CSU*

*Hours:* 54 hours LEC

The key components that ensure the health, safety, and nutrition of both children and staff will be identified along with the importance of collaboration with families and health professionals. Students will be introduced to early childhood curriculum, regulations, standards, policies, and procedures related to child health, safety, and nutrition. Course emphasis is placed on integrating and maintaining the optimal health, safety, and nutritional concepts in everyday planning and program development for all children. Projects related to health, safety, and nutrition education as well as optional field trips may be included as part of the curriculum. (Students may receive credit for only one of the following: ECE 415, FCS 346, or NUTRI 320.)

**ECE 420 Administration of Child Development Centers 3 Units**

*Prerequisite:* ECE 300 and ECE 312, same as FCS 312, with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is an introductory course in the elements of program planning, legal requirements, supervision and personnel administration for early childhood education and care facilities that serve families and children. The emphasis in this course is on privately funded facilities licensed under the Department of Social Services Community Care Licensing, Title 22, Health and Safety Code.

**ECE 422 Advanced Coordination and Supervision of Child Development Programs 3 Units**

*Prerequisite:* ECE 320 or 420 with a grade of "C" or better

*Advisory:* At least one year of experience working with children in a child care and development program.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is an advanced course in the administration and coordination of multi-faceted Child Development Programs. The focus of the course will be programs funded with public money or administered by a board of directors. Additional emphasis will be on personnel management including teacher classifications under the Child Development Permit Matrix. This course meets the requirements of the Education Code under Title 5 and the Commission for Teacher Credentialing, California Site Supervisor Permit.

**ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting 2 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC

This course is a study of the methods and principles of the collaborative learning approach with emphasis on supervising teachers in early childhood education. Emphasis is on the role of a mentor who functions to guide the teaching team while simultaneously addressing the needs of children, parents and their staff. This course satisfies the adult supervision requirement for receiving a supervising teacher permit from the California Commission on Teacher Credentialing.

**ECE 430 Culture and Diversity in Early Childhood Education 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101, and FCS 312 or ECE 312 with grades "C" or better

*General Education:* AA/AS Area VI

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course covers culturally responsive care and education in early childhood settings. It includes the study of socio-cultural issues as they vary across the diverse cultures represented in the classroom and as they impact a child's development. Included are strategies for helping children negotiate and resolve conflicts caused by cultural differences, with a focus on using an anti-bias approach in the classroom.

**ECE 450 Science Activities for School-Age Children 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and LIBR 318; and ECE 356; and ECE 358; and FCS 312 or ECE 312; and FCS 314 or ECE 314 or SOC 312; and MATH 34 with grades of "C" or better

*Enrollment Limitation:* Current TB clearance.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

Participation in this course will provide students with early field experience teaching science to children. Students will be introduced to science education, as well as children's physical, social, and cognitive developmental characteristics. A hands-on approach will be emphasized, using inquiry-based materials. In addition to weekly class meetings, students will observe and implement planned activities in a school-age care program located off campus for three hours a week. Students' experiences and reflections will be documented in a learning portfolio format. ECE 450 is one component of the Science Specialization for Master Teacher Career Certificate. Proof of current TB clearance is required before working directly with school-age children.

**ECE 455 Environment Rating Scales in Early Childhood Programs 1 Unit**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This course examines Environment Rating Scales (Infant/Toddler, Early Childhood, School Age Programs and Family Child Care) as tools for quality improvement in a variety of child development programs. Emphasis is given to theory and best practices in order to evaluate classrooms, materials, and interactions between adults and children.

**ECE 495 Independent Studies in Early Childhood Education 1-3 Units**

*Prerequisite:* ECE 312 with a grade of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 162 hours LEC

Independent Studies in Early Childhood Education offers students the opportunity to explore topics and interests that are not available through a current semester's regular course offerings. Students must have a faculty member willing to support and evaluate the student's progress towards the student's learning objectives. This course may be taken for credit up to four times. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.



**ECE 498      Work Experience in      1-4 Units**  
**Early Childhood Education**

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101 with grades of "C" or better.*

*Enrollment Limitation: Employment or volunteer work in a position related to Early Childhood Education and enrolled in a minimum for 7 units which may include Work Experience in Early Childhood Education. Students must show proof of negative T.B. test prior to employment or volunteering in an early care and education program according to the state requirements for licensed out of home care for children.*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 162 hours LAB*

This course provides work experience in early childhood settings, primarily child care and development centers, with opportunities to work with children, infancy through the school age years. By combining volunteer or paid work experience with college training, jobs are used as earning settings and together with the employer and college instructor establish learning objectives for the semester. Enrollment is dependent on employment or on availability of voluntary work placement. The student is required to fulfill 18 lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. This course may be taken four times for a maximum of eight units.

**ECE 499      Experimental Offering in      .5-4 Units**  
**Early Childhood Education**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Economics

## ECON

Division of Business  
Deborah Saks, Dean  
Business Building 213  
916-558-2581

**ECON 100 Introduction to Economics 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area V(b)

*Hours:* 54 hours LEC

This course introduces the purpose, terminology, and basic concepts of economic theory, examines the fundamental economic problem of scarcity, and describes how our society is organized to deal with scarcity. It considers some of the problems (unemployment, inflation, poverty) that economic theory may help solve.

**ECON 299 Experimental Offering in Economics .5-4 Units**

*Prerequisite:* None

*Hours:* 72 hours LEC

See Experimental Offerings

**ECON 302 Principles of Macroeconomics 3 Units**

*Prerequisite:* MATH 120 or MATH 124 with a grade of "C" or better; or one full year of High School Algebra II with grades of "C" or better in each semester; or through the assessment process.

*General Education:* AA/AS Area V(b); CSU Area D2; IGETC Area 4B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course describes the interaction among households, business, government, and the foreign sectors of the economy. It relates the link between money, interest rates, government expenditure and taxation, in determining the levels of output, employment, prices, incomes, national debt, and balance of trade.

**ECON 304 Principles of Microeconomics 3 Units**

*Prerequisite:* MATH 120 or MATH 124 with a grade of "C" or better; or one full year of High School Algebra II with grades of "C" or better in each semester; or through the assessment process.

*General Education:* AA/AS Area V(b); CSU Area D2; IGETC Area 4B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

The pricing and allocation of resources under varying market competitive conditions are the focus of this course. Consideration of the effect government action may have on the efficiency, effectiveness, and equity of market behavior, and an investigation of factor markets, including labor markets and also market failure are included. Other topics may be covered as time permits.

**ECON 310 Economic Statistics 3 Units**

*Prerequisite:* MATH 120 with a grade of "C" or better; or one full year of High School Algebra II with grades of "C" or better in each semester; or through the assessment process

*General Education:* AA/AS Area II(b); CSU Area B4; IGETC Area 2A;

AA/AS: Mathematics Competency

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course covers the collection, presentation, analysis, and interpretation of numerical data. Statistical analysis will include central tendency, variation, probability, sampling, inference, analysis of variance, linear regression, and correlation.

**ECON 330 Investments and Financial Management 3 Units**

*Same As:* BUS 325

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

Fundamentals of Investment Management and Financial Markets will provide important information that individuals should know before investing their funds or managing investments. The course will be equally valuable to those who have little or no knowledge of investing and financial markets as well as those who are already investors and want to sharpen their skills. The course will provide a blend of the traditional and modern approaches to investment decision making (and financial markets). The traditional approach is largely descriptive, while the modern approach emphasizes quantitative techniques. Credit may be awarded for ECON 330 or BUS 325, but not for both.

**ECON 495 Independent Studies in Economics 1-3 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ECON 499 Experimental Offering in Economics .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

# Electronics Technology ET

## Degrees:

- A.S. - Automated Systems Technician
- A.S. - Electronics Facilities Maintenance Technician
- A.S. - Microcomputer Technician
- A.S. - Telecommunications Technician

Division of Advanced Technology  
 Donnetta Webb, Dean  
 Technology 106  
 916-558-2491

## Certificates of Achievement:

- Automated Systems Technician
- Electronics Facilities Maintenance Technician
- Microcomputer Technician
- Telecommunications Technician
- Electronics Mechanic

## Automated Systems Technician

Associate in Science Degree  
 Certificate of Achievement

### Career Opportunities

This program is designed for students pursuing employment in the programming, testing, repair, and maintenance of digital and analog computer controlled systems.

### Recommended High School Preparation

Courses in electricity, electronics, English, algebra, physics, chemistry and computers.

### Program Costs

In addition to the normal student expenses (for textbooks, personal equipment and supplies), laboratory materials fees may be required. Students will be responsible for providing some of their own parts and a basic Electronics tool kit. These will be available as ready-made sets in the College Store. For specific class required materials and texts, check with the Electronics faculty or the College Store. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

### Upon completion of this program, the student will be able to:

- demonstrate safe work practices for automated systems equipment.
- demonstrate the proper use of basic test equipment to include DMM, oscilloscopes, and digital or analog signal sources.
- use a standard schematic diagram of an automated system to identify its digital or analog parts.
- explain common automated systems terminology for digital and analog devices.
- estimate automated system circuit performance using mathematical tools.
- analyze and compare calculated automated system circuit performance to actual performance.
- measure common automated system parameters using appropriate test equipment.
- set up and install basic automated system equipment
- design proper preventive maintenance, calibration and system testing procedures for automated equipment.
- perform proper preventive maintenance, calibration and system testing on automated equipment.
- diagnose common automated system failures down to the source of the problem.
- solve automated system problems by replacing failed hardware or software parts.

## Required Program

Units

ET 300 DC Theory and Circuit Fundamentals .....	2.5
ET 301 AC Theory and Circuit Fundamentals .....	2.5
ET 306 Electronics Fabrication and Soldering Techniques.....	2
ET 310 Mathematics for DC Circuit Fundamentals, Part I.....	1.5
ET 311 Mathematics for AC Circuit Fundamentals, Part II.....	1.5
ET 315 Mathematics for Semiconductor Theory.....	3
ET 320 Semiconductor Theory .....	5
ET 330 Analog and Digital Integrated Circuit Applications .....	5
ET 340 Basic Microprocessors .....	5
ET 360 Electronic Servicing and Calibration Techniques .....	3
ET 390 Microprocessor Systems - Troubleshooting .....	3
ET 400 Microwave Communications Techniques .....	4
CISC 310 Introduction to Computer Information Science.....	3
ET 490 Advanced Student Projects Laboratory .....	2
ET 490 Advanced Student Projects Laboratory .....	2

**Total Units Required** **45**

### Suggested Electives

EDT 310, 352

### Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completion of requirements in the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

## Electronics Facilities Maintenance Technician

Associate in Science Degree  
 Certificate of Achievement

### Career Opportunities

This program is designed for students pursuing internships and employment in the Federal Aviation Administration and other related industries in the areas of computer systems, environmental systems, communication equipment, and navigation equipment maintenance and repair.

### Recommended High School Preparation

Courses in electricity, electronics, English, algebra, physics, chemistry and computers.

**Program Costs**

In addition to the normal student expenses (for textbooks, personal equipment and supplies), laboratory materials fees may be required. Students will be responsible for providing some of their own parts and a basic Electronics tool kit. These will be available as ready-made sets in the College Store. For specific class required materials and texts, check with the Electronics faculty or the College Store. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Upon completion of this program, the student will be able to:**

- demonstrate safe work practices for electronic facilities equipment.
- demonstrate the proper use of electronic test equipment to include DMM, oscilloscopes, signal sources and supplies.
- use a standard schematic diagram of an electronic system to identify and test its parts.
- explain common electronic facilities systems terminology
- estimate electronic facilities circuit performance using mathematical tools.
- analyze and compare calculated electronic facilities circuit performance to actual performance.
- measure common electronic facilities circuit parameters using appropriate test equipment.
- set up and install basic electronic facilities system equipment.
- design proper preventive maintenance, calibration and system testing procedures for facilities equipment.
- perform proper preventive maintenance, calibration and system testing on electronic facilities equipment.
- diagnose common electronic system failures down to the source of the problem.
- solve electronic system problems by replacing failed hardware or software parts.

**Required Program****Units**

ET 300 DC Theory and Circuit Fundamentals .....	2.5
ET 301 AC Theory and Circuit Fundamentals .....	2.5
ET 306 Electronics Fabrication and Soldering Techniques.....	2
ET 310 Mathematics for DC Circuit Fundamentals, Part I.....	1.5
ET 311 Mathematics for AC Circuit Fundamentals, Part II.....	1.5
ET 315 Mathematics for Semiconductor Theory.....	3
ET 320 Semiconductor Theory .....	5
ET 330 Analog and Digital Integrated Circuit Applications .....	5
ET 340 Basic Microprocessors .....	5
ET 350 Receiver Circuits.....	5
ET 390 Microprocessor Systems - Troubleshooting .....	3
ET 400 Microwave Communications Techniques .....	4
ET 410 Transmitter Fundamentals.....	5
MATH 334 Trigonometry .....	4
<b>Total Units Required</b>	<b>49</b>

**Suggested Electives**

CISC 310, 355; CISN 300, EDT 310, 352; ET 490

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Microcomputer Technician****Associate in Science Degree  
Certificate of Achievement****Career Opportunities**

This program is designed for Electronics Technology students pursuing employment in the area of programming and maintaining microcomputer systems.

**Program Costs**

In addition to the normal student expenses (for textbooks, personal equipment and supplies), laboratory materials fees may be required. Students will be responsible for providing some of their own parts and a basic Electronics tool kit. These will be available as ready-made sets in the College Store. For specific class required materials and texts, check with the Electronics faculty or the College Store. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Recommended High School Preparation**

Courses in electricity, electronics, English, algebra, physics, chemistry and computers.

**Upon completion of this program, the student will be able to:**

- use the operating system on a personal computer to manipulate files and folders.
- use the operating system on a personal computer to configure hardware and applications.
- explain common computer terminology used in computer information science and electronics technology.
- diagnose common computer errors that occur because of hardware, software, or network problems.
- predict common computer error solutions in hardware, software, or network systems.
- resolve common computer errors that occur in hardware, software, or network systems.

**Required Program****Units**

CISC 310 Introduction to Computer Information Science.....	3
CISP 301 Algorithm Design and Implementation.....	4
CISC 320 Operating Systems (1) .....	1
or CISC 323 Linux Operating System (1)	
CISA 310 Introduction to Electronic Spreadsheets .....	1
CISA 311 Intermediate Electronic Spreadsheets .....	1
CISA 323 Database Management using Microsoft Access.....	2
[ET 145 Basic Computer System Repair I (1).....	4
and ET 146 Basic Computer System Repair II (3)]	
or CISC 360 Microcomputer Support and Maintenance (4)	
ET 340 Basic Microprocessors .....	5
ET 390 Microprocessor Systems - Troubleshooting .....	3
ET 490 Advanced Student Projects Laboratory .....	2
CISC 355 Introduction to Data Communications (1.5).....	1.5-3
or [CISN 300 Network Systems Administration (3)	
or CISN 303 Network Administration - Linux Server (3)]	

A minimum of 4 units from the following:..... 4

- ET 300 DC Theory and Circuit Fundamentals (2.5)  
    and ET 301 AC Theory and Circuit Fundamentals (2.5)
- ET 306 Electronics Fabrication and Soldering Techniques (2)
- ET 310 Mathematics for DC Circuit Fundamentals, Part I (1.5)  
    and ET 311 Mathematics for AC Circuit Fundamentals,  
    Part II (1.5)
- ET 320 Semiconductor Theory (5)
- EDT 310 Computer Aided Drafting (3)
- EDT 352 Electrical and Electronics Drafting Design (4)
- CISN 300 Network Systems Administration (3)
- CISC 351 Introduction to Local Area Networks (1)
- CISN 303 Network Administration - Linux Server (3)
- CISN 304 Networking Technologies (3)

**Total Units Required****31.5 - 33**

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better in all courses or equivalent.

**Telecommunications Technician****Associate in Science Degree****Certificate of Achievement****Career Opportunities**

This program is designed for students pursuing employment in the calibration, testing, repair and maintenance of electronic communications equipment.

**Program Costs**

In addition to the normal student expenses (for textbooks, personal equipment and supplies), laboratory materials fees may be required. Students will be responsible for providing some of their own parts and a basic Electronics tool kit. These will be available as ready-made sets in the College Store. For specific class required materials and texts, check with the Electronics faculty or the College Store. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Recommended High School Preparation**

Courses in electricity, electronics, English, algebra, physics, chemistry, and computers.

**Upon completion of this program, the student will be able to:**

- demonstrate safe work practices for telecommunication equipment.
- demonstrate the proper use of basic telecommunication test equipment to include DMM, oscilloscopes, signal sources.
- use a standard schematic diagram of a telecommunication system to identify and test its parts.
- explain common telecommunication terminology.
- estimate telecommunication system circuit performance using mathematical tools
- analyze and compare calculated telecommunication system circuit performance to actual performance.
- measure common telecommunication system circuit parameters using appropriate test equipment.
- set up and install basic telecommunication equipment.
- design proper preventive maintenance, calibration and system testing procedures for telecommunication equipment.
- perform proper preventive maintenance, calibration and system testing on telecommunication equipment.
- diagnose common telecommunication system failures down to the source of the problem.
- solve telecommunication system problems by replacing failed parts.

**Required Program****Units**

ET 300 DC Theory and Circuit Fundamentals .....	2.5
ET 301 AC Theory and Circuit Fundamentals .....	2.5
ET 306 Electronics Fabrication and Soldering Techniques.....	2
ET 310 Mathematics for DC Circuit Fundamentals, Part I.....	1.5
ET 311 Mathematics for AC Circuit Fundamentals, Part II.....	1.5
ET 315 Mathematics for Semiconductor Theory.....	3
ET 320 Semiconductor Theory .....	5
ET 330 Analog and Digital Integrated Circuit Applications .....	5
ET 340 Basic Microprocessors .....	5
ET 350 Receiver Circuits .....	5
ET 360 Electronic Servicing and Calibration Techniques (3) .....	3
or ET 390 Microprocessor Systems - Troubleshooting (3)	
ET 400 Microwave Communications Techniques .....	4
ET 410 Transmitter Fundamentals.....	5

**Total Units Required****45****Suggested Electives**

CISC 310, 355; CISN 300, EDT 310, 352; ET 490

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better in all courses or equivalent.

**Electronics Mechanic****Certificate of Achievement****Career Opportunities**

This program is designed for students pursuing employment in the assembly and testing of electronic circuit devices.

**Program Costs**

In addition to the normal student expenses (for textbooks, personal equipment and supplies), laboratory materials fees may be required. Students will be responsible for providing some of their own parts and a basic Electronics tool kit. These will be available as ready-made sets in the College Store. For specific class required materials and texts, check with the Electronics faculty or the College Store. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Recommended High School Preparation**

Courses in electricity, electronics, English, algebra, physics, chemistry, and computers

**Upon completion of this program, the student will be able to:**

- demonstrate safe work practices for electronic equipment.
- demonstrate the proper use of basic electronic test equipment to include DMM, oscilloscopes, and power sources.
- use a standard schematic diagram of electronic devices to identify and assemble the component parts.
- explain common electronic circuit terminology.
- estimate electronic circuit performance using mathematical tools.
- analyze and compare calculated electronic circuit performance to actual performance.
- measure common electronic circuit parameters.
- implement performance testing on simple electronic devices.

Required Program	Units
ET 300 DC Theory and Circuit Fundamentals .....	2.5
ET 301 AC Theory and Circuit Fundamentals .....	2.5
ET 306 Electronics Fabrication and Soldering Techniques.....	2
ET 310 Mathematics for DC Circuit Fundamentals, Part I.....	1.5
ET 311 Mathematics for AC Circuit Fundamentals, Part II.....	1.5
ET 315 Mathematics for Semiconductor Theory.....	3
ET 320 Semiconductor Theory .....	5
A minimum of 13 units from the following:.....	13
CISC 310 Introduction to Computer Information Science (3)	
ET 490 Advanced Student Projects Laboratory (2)	
ET 494 Topics in Electronics Technology (0.5 - 4)	
ET 495 Independent Studies in Electronics Technology (1 - 3)	
MET 256 Fundamentals of Instruments and Electricity (1.5)	
MET 257 Fundamentals of Workplace Success (1.5)	
MET 351 Basic Mechanical Systems (5)	
MET 352 Mechanical Systems Calculations (3)	
<b>Total Units Required</b>	<b>31</b>

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent.

## Electronics Technology (ET)

### ET 15 Beginning Mathematics for Electronics 3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC*

This is a basic course for those interested in electronics who do not meet the requirements for ET 300 and ET 301. Units of instruction include DC and AC circuit mathematics, scientific calculators, powers of ten, and introduction to algebraic concepts as related to electronics.

### ET 145 Basic Computer System Repair I 1 Unit

*Prerequisite: None.*

*Hours: 12 hours LEC; 18 hours LAB*

This is an introductory course to personal computer repair. The course will begin with an overview of the history of computer repair and discussion of common computer repair nomenclature, diagnostic software, and the theory of computer operations. The course will also introduce the student to the use of the Internet for locating technical repair documentation on the Web.

### ET 146 Basic Computer System Repair II 3 Units

*Prerequisite: ET 145 with a grade of "C" or better or equivalent.*

*Hours: 36 hours LEC; 54 hours LAB*

This is the second of three courses in computer repair. It will use knowledge and skills of ET 145 to expand the students familiarization with computer hardware and software at a component level. This will give students an overview of repair procedures of a computer system. The scope of the course will include personal computer fabrication and common problem solutions. Troubleshooting philosophies and techniques are emphasized.

### ET 147 Basic Computer System Repair III 3 Units

*Prerequisite: ET 146 with a grade of "C" or better or equivalent.*

*Hours: 36 hours LEC; 54 hours LAB*

This is the third of three courses in computer system repair. It will use knowledge and skills of ET 145 and ET 146 to train the student in the advanced skills needed for desktop and network computer repair. The scope of the course will include PC board and component level repair of a typical desk top computer system. Troubleshooting philosophies and techniques are emphasized.

### ET 210 Applied Mathematics for Electronics 3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC*

This is a basic course for those interested in cabling and installation electronics who do not meet the requirements for ET 300. Units of instruction include DC and AC circuit application mathematics, scientific calculators, powers of ten and introduction to algebraic concepts as related to electronics.

### ET 220 A Survey of AC and DC Circuit Fundamentals 5 Units

*Prerequisite: ET 210 and 230 with grades of "C" or better or equivalent.*

*Hours: 54 hours LEC; 108 hours LAB*

This course is designed to provide instruction in the basic concepts of AC and DC theory including a study of resistors, capacitors and inductors in series and parallel circuits. Laboratory use of meters, oscilloscopes, signal generators and power supplies will be stressed.

### ET 230 Laboratory Practices and Techniques 1 Unit

*Prerequisite: None.*

*Advisory: Concurrent enrollment in ET 210.*

*Hours: 54 hours LAB*

This course provides instruction in the language of electronics, safe and efficient use of tools, equipment, and chemical processes used in the laboratory including: high voltage precautions, printed circuit fabrication, equipment panel fabrication silkscreen, and state-of-the-art soldering techniques.

### ET 240 A Survey of Semiconductor Theory 5 Units

*Prerequisite: ET 220 with a grade of "C" or better or equivalent.*

*Hours: 54 hours LEC; 108 hours LAB*

This course provides a survey of diodes, transistors, FET's, linear and digital IC's and how they are installed and used in modern electronic equipment. Laboratory will stress the hands-on manufacturing and troubleshooting of modern electronic equipment.

### ET 295 Independent Studies in Electronics Technology 1-3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC*

Independent study of an electronic topic or research project. This course is for students who wish to develop an in-depth understanding in fundamental topics of electronics technology and to learn to work in a collaborative atmosphere with instructors and other students. Instructor approval is required to enroll in this course.

- ET 299 Experimental Offering in Electronics Technology .5-4 Units**  
*Prerequisite: None*  
*Hours: 72 hours LEC*  
 See Experimental Offerings
- ET 300 DC Theory and Circuit Fundamentals 2.5 Units**  
*Prerequisite: One year of high school algebra or ET 15 with a grade of "C" or better or equivalent prerequisite.*  
*Advisory: Concurrent enrollment in ET 306 and ET 310.*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC; 54 hours LAB*  
 This course is designed to provide instruction in the basic concepts of DC theory including a study of the composition of matter, circuit fundamentals, voltage, current, and resistance in series, parallel and combination circuit configurations. Laboratory activities provide hands-on projects that include operation and use of electronic equipment required by industry.
- ET 301 AC Theory and Circuit Fundamentals 2.5 Units**  
*Prerequisite: Successful completion of ET 300 with a grade of "C" or better or equivalent prerequisite.*  
*Advisory: Concurrent enrollment in ET 306 and ET 311.*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC; 54 hours LAB*  
 This course is designed to provide instruction in the basic concepts of AC theory including a study of circuit fundamentals, voltage, current, resistance and RLC impedances in series, and parallel and combination circuit configurations. Laboratory activities provide hands-on projects that include operation and use of electronic equipment required by industry.
- ET 306 Electronics Fabrication and Soldering Techniques 2 Units**  
*Prerequisite: None.*  
*Advisory: Successful completion of or concurrent enrollment in ET 300 and ET 301.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC; 54 hours LAB*  
 This course covers the skills needed for identification and the safe and efficient use of hand tools and soldering equipment used in basic electronics repair. Familiarization with fabrication, soldering/de-soldering techniques, electrostatic discharge (ESD), assembly, and safety practices are covered.
- ET 310 Mathematics for DC Circuit Fundamentals, Part I 1.5 Units**  
*Prerequisite: One year of high school algebra or ET 15 with a grade of "C" or better, or qualifying mathematics assessment test scores or equivalent.*  
*Advisory: Concurrent enrollment in ET 300.*  
*General Education: AA/AS Area II(b)*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC*  
 This course focuses on the application of the basic concepts of algebra to solve electronic problems in DC resistive series parallel circuits. Instruction will be given in the use of powers of ten, algebra, and other mathematical concepts necessary for calculation of resistance, DC voltage, and current distribution in series, parallel, and combination circuits.
- ET 311 Mathematics for AC Circuit Fundamentals, Part II 1.5 Units**  
*Prerequisite: Successful completion of ET 310 with a grade of "C" or better or equivalent prerequisite.*  
*Advisory: Concurrent enrollment in ET 301.*  
*General Education: AA/AS Area II(b)*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC*  
 This course focuses on the application of the basic concepts of algebra and trigonometry to solve electronic problems in AC-RLC series/parallel circuits. Instruction will be given in the use of powers of ten, logarithms, algebra, and other mathematical concepts necessary for calculation of resistances, reactances, AC voltage, and current distribution in series, parallel, and combination circuits.
- ET 315 Mathematics for Semiconductor Theory 3 Units**  
*Prerequisite: ET 300, 301, 310, and 311 with grades of "C" or better.*  
*Advisory: Concurrent enrollment in ET 320 and 330.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This course provides a detailed study of the mathematics required to solve problems in semiconductor circuit theory. Some of these math functions include: vector algebra, load line plotting, decibel theory and application, common and natural log functions, power supply analysis, calculation of input and output bandwidth characteristics of semiconductor amplifiers, use of rate-of-change functions to study slope of lines and their relationship to amplifier impedances, and use of network theorems to simplify complex biasing networks.
- ET 320 Semiconductor Theory 5 Units**  
*Prerequisite: ET 300, 301, 310, and 311 with a grades of "C" or better or equivalent.*  
*Advisory: Concurrent enrollment in ET 315.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC; 108 hours LAB*  
 This course provides a detailed study of diodes, transistors, FET's, linear IC's and their use in power supplies, AC and DC small signal and large signal amplifiers. Laboratory will stress the troubleshooting and repair of each type of power supply and amplifier circuit.
- ET 330 Analog and Digital Integrated Circuit Applications 5 Units**  
*Prerequisite: ET 300, 301, 310, and 311 with grades of "C" or better or equivalent.*  
*Advisory: Concurrent enrollment in ET 315 and ET 320.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC; 108 hours LAB*  
 This course focuses on logic gates, and truth tables for TTL and CMOS circuits. Theory and practical applications of decoders, flip-flops, latches, and counters will be covered. Theory and practical applications for operational amplifiers and comparators will be covered. Theory and applications of timers, phase-lock loops, op-amp integrators and active filters will be covered.
- ET 340 Basic Microprocessors 5 Units**  
*Prerequisite: None.*  
*Advisory: Concurrent enrollment in ET 490.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC; 108 hours LAB*  
 This is a beginning course dealing with the circuitry and use of the microprocessor. Peripheral hardware is also considered so that the student may gain an overview of a complete computer system. The scope of the course includes machine language programming in order to provide a base for understanding the dynamic operation of the entire system. Troubleshooting philosophy is stressed.

- ET 350 Receiver Circuits 5 Units**  
*Prerequisite:* ET 315, 320, and 330 with grades of "C" or better or equivalent.  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC; 108 hours LAB  
 This course focuses on the principles of radio receivers using AM, FM, and single sideband modulation systems. The course will also present associated control circuits and power supply circuitry for receivers.
- ET 360 Electronic Servicing and Calibration Techniques 3 Units**  
*Prerequisite:* ET 315, 320, and 330 with grades of "C" or better or equivalent.  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB  
 This course focuses on developing familiarization with laboratory and test instruments and techniques of calibration and repair. It is a practical step-by-step approach for the beginning technician to the art of troubleshooting techniques on all the electronic equipment available in the electronics laboratory.
- ET 390 Microprocessor Systems - Troubleshooting 3 Units**  
*Prerequisite:* ET 340 with a grade of "C" or better or equivalent.  
*Course Transferable to CSU*  
*Hours:* 18 hours LEC; 108 hours LAB  
 This course will focus on the principles of microprocessor system control and troubleshooting. Study will include measurement transducers, analog-to-digital and digital-to-analog converters, power supplies, and power users. All concepts processes will be coordinated by a microprocessor to perform a desired function.
- ET 400 Microwave Communications Techniques 4 Units**  
*Prerequisite:* ET 315, 320, and 330 with grades of "C" or better or equivalent.  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 108 hours LAB  
 This course is a study of electromagnetic waves and antennas. The course will present types of microwave generators, microwave communications systems, and antenna guidance systems. The use of lasers and fiber optics in communications systems and as a source of high tech energy control will also be presented.
- ET 410 Transmitter Fundamentals 5 Units**  
*Prerequisite:* ET 315, 320, and 330 with grades of "C" or better or equivalent.  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC; 108 hours LAB  
 This is a fundamental course in AM/FM and single side-band transmitters. The course will present students with preparation for employment in the communications industry. It will include instruction in adjustment and tuning of transmitters. Students will be presented with symptoms of malfunctions and remedies in troubleshooting transmitters.
- ET 490 Advanced Student Projects Laboratory 2 Units**  
*Prerequisite:* ET 306 with a grade of "C" or better or equivalent.  
*Advisory:* ET 300 and ET 301 with grades of "C" or better. Concurrent enrollment in ET 340 is advised.  
*Course Transferable to CSU*  
*Hours:* 108 hours LAB  
 This course provides an opportunity for students to pursue advanced projects selected by the Electronics Technology Department staff. This course may be taken twice for credit.
- ET 494 Topics in Electronics Technology .5-4 Units**  
*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 9 hours LEC; 216 hours LAB  
 This is a specialized course developed in cooperation with industry to address emerging training needs. This course may be taken four times for credit for a maximum of 16 units provided no topics are repeated. Units are awarded on the basis of .5 unit for each 9 hours of lecture or 27 hours of lab.
- ET 495 Independent Studies in Electronics Technology 1-3 Units**  
*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 162 hours LAB  
 Independent study of an electronic topic or research project. This course is for students who wish to develop an in-depth understanding in fundamental topics of electronics technology and to learn to work in a collaborative atmosphere with instructors and other students. Instructor approval is required to enroll in this course.
- ET 498 Work Experience in Electronics Technology 1-4 Units**  
*Prerequisite:* None  
*Enrollment Limitation:* According to Education Code Title V regulations, a student cannot earn academic credits in a Work Experience class unless s/he has either a job or an internship.  
*Course Transferable to CSU*  
*Hours:* 18 hours LEC; 300 hours LAB  
 This course provides students with opportunities to develop or add marketable skills related to their vocational study programs. Course content will include understanding the application of the student's education to the workforce; the responsibilities of an internship (where applicable); completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the work or internship site; and developing workplace (soft) skills identified by the Secretary's Commission on Achieving Necessary Skills (SCANS) Competencies, as well as by local employers. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the transfer student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for a total of 16 units. Only one Work Experience course may be taken per semester.
- ET 499 Experimental Offering in Electronics Technology .5-4 Units**  
*Prerequisite:* None  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC; 36 hours LAB  
 See Experimental Offerings



Degrees:

- A.S. - Civil Engineering
- A.S. - Electrical/Computer Engineering
- A.S. - Engineering General
- A.S. - Mechanical/Aeronautical Engineering

Division of Mathematics/Statistics & Engineering

Anne E. Licciardi, Dean  
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 916-558-2202

**Civil Engineering**

**Associate in Science Degree**

**Program Information**

The Engineering Associate in Science degree is designed to meet lower division requirements for various majors in engineering. Completion of the Associate in Science degree should qualify the student to transfer at the upper division level to an engineering program at a four-year institution. The degree has a common engineering core requirement as well as specific field requirements. The specific field requirements do vary depending on the four-year institution to which the student will transfer. Thus, requirements for specific universities should be checked before selecting specific field courses.

**Upon completion of any one or more of these programs, the student will be able to:**

- solve problems by applying knowledge of mathematics through differential and integral calculus, differential equations and linear algebra.
- solve problems by applying knowledge of science including chemistry and physics.
- use technology to enhance their productivity.
- apply knowledge of mathematics, science, and engineering to identify, formulate, and solve basic civil engineering problems.
- demonstrate an understanding of the ethical and professional responsibilities of an engineer and how engineering solutions can impact society.
- communicate thoughts in both written and oral forms to team members and larger audiences.
- seek transfer at the junior level into a Civil Engineering program at a four-year institution.

**Required Program**

**Units**

CHEM 400 General Chemistry.....	5
ENGR 300 Introduction to Engineering.....	1
ENGR 312 Engineering Graphics.....	3
ENGR 400 Introduction to Electrical Circuits and Devices.....	3
ENGR 405 Engineering Problem Solving (3).....	3-4
or CISP 360 Introduction to Structured Programming (4)	
ENGR 412 Properties of Materials.....	3
ENGR 422 Engineering Mechanics, Statics.....	3
MATH 400 Calculus I.....	5
MATH 401 Calculus II.....	5
MATH 402 Calculus III.....	5
MATH 420 Differential Equations.....	4
PHYS 410 Mechanics of Solids and Fluids.....	5
PHYS 420 Electricity and Magnetism.....	5

**Subtotal Units** **50 - 51**

Additional Civil Engineering requirements (consult the Engineering Department Chair and Counseling)

ENGR 310 Engineering Survey Measurements.....	4
MATH 410 Introduction to Linear Algebra.....	3
PHYS 430 Heat, Waves, Light and Modern Physics (5).....	5
or CHEM 401 General Chemistry (5)	

**Units:** **12**

**Total Units Required** **62 - 63**

**Associate in Science (A.S.) Degree**

The Engineering, Civil Engineering Associate in Science (A.S.) degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Electrical/Computer Engineering

### Associate in Science Degree

#### Program Information

The Engineering Associate in Science degree is designed to meet lower division requirements for various majors in engineering. Completion of the Associate in Science degree should qualify the student to transfer at the upper division level to an engineering program at a four-year institution. The degree has a common engineering core requirement as well as specific field requirements. The specific field requirements do vary depending on the four-year institution to which the student will transfer. Thus, requirements for specific universities should be checked before selecting specific field courses.

#### Upon completion of any one or more of these programs, the student will be able to:

- solve problems by applying knowledge of mathematics through differential and integral calculus, differential equations and linear algebra.
- solve problems by applying knowledge of science including chemistry and physics.
- use technology to enhance their productivity.
- apply knowledge of mathematics, science, and engineering to identify, formulate, and solve basic civil engineering problems.
- demonstrate an understanding of the ethical and professional responsibilities of an engineer and how engineering solutions can impact society.
- communicate thoughts in both written and oral forms to team members and larger audiences.
- seek transfer at the junior level into a Civil Engineering program at a four-year institution.

#### Required Program

	Units
CHEM 400 General Chemistry.....	5
ENGR 300 Introduction to Engineering.....	1
ENGR 400 Introduction to Electrical Circuits and Devices.....	3
ENGR 405 Engineering Problem Solving (3).....	3 - 4
or CISP 360 Introduction to Structured Programming (4)	
MATH 400 Calculus I.....	5
MATH 401 Calculus II.....	5
MATH 402 Calculus III.....	5
MATH 420 Differential Equations.....	4
PHYS 410 Mechanics of Solids and Fluids.....	5
PHYS 420 Electricity and Magnetism.....	5
<b>Subtotal Units</b>	<b>41 - 42</b>

Additional Electrical/Computer Engineering Requirements (Consult with the Engineering Department Chair and Counseling)

CISP 310 Assembly Language Programming for ..... Microcomputers	4
ENGR 412 Properties of Materials.....	3
ENGR 422 Engineering Mechanics, Statics.....	3
MATH 410 Introduction to Linear Algebra.....	3
PHYS 430 Heat, Waves, Light and Modern Physics (5)..... or CHEM 401 General Chemistry (5)	5
<b>Units:</b>	<b>18</b>

#### Total Units Required

**59 - 60**

#### Associate in Science (A.S.) Degree

The Engineering, Electrical/Computer Engineering Associate in Science (A.S.) degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Engineering, General

### Associate in Science Degree

#### Program Information

The Engineering Associate in Science degree is designed to meet lower division requirements for various majors in engineering. Completion of the Associate in Science degree should qualify the student to transfer at the upper division level to an engineering program at a four-year institution. The degree has a common engineering core requirement as well as specific field requirements. The specific field requirements do vary depending on the four-year institution to which the student will transfer. Thus, requirements for specific universities should be checked before selecting specific field courses.

#### Upon completion of any one or more of these programs, the student will be able to:

- solve problems by applying knowledge of mathematics through differential and integral calculus, differential equations and linear algebra.
- solve problems by applying knowledge of science including chemistry and physics.
- use technology to enhance their productivity.
- apply knowledge of mathematics, science, and engineering to identify, formulate, and solve basic civil engineering problems.
- demonstrate an understanding of the ethical and professional responsibilities of an engineer and how engineering solutions can impact society.
- communicate thoughts in both written and oral forms to team members and larger audiences.
- seek transfer at the junior level into a Civil Engineering program at a four-year institution.

#### Required Program

	Units
CHEM 400 General Chemistry.....	5
ENGR 300 Introduction to Engineering.....	1
ENGR 400 Introduction to Electrical Circuits and Devices.....	3
ENGR 405 Engineering Problem Solving (3).....	3 - 4
or CISP 360 Introduction to Structured Programming (4)	
MATH 400 Calculus I.....	5
MATH 401 Calculus II.....	5
MATH 402 Calculus III.....	5
MATH 420 Differential Equations.....	4
PHYS 410 Mechanics of Solids and Fluids.....	5
PHYS 420 Electricity and Magnetism.....	5
<b>Subtotal Units</b>	<b>41 - 42</b>

Additional General Engineering requirements (consult the Engineering Department Chair and Counseling)

ENGR 312 Engineering Graphics.....	3
ENGR 412 Properties of Materials.....	3
ENGR 422 Engineering Mechanics, Statics.....	3
MATH 410 Introduction to Linear Algebra.....	3
PHYS 430 Heat, Waves, Light and Modern Physics (5)..... or CHEM 401 General Chemistry (5)	5
<b>Units:</b>	<b>17</b>

#### Total Units Required

**58 - 59**

#### Associate in Science (A.S.) Degree

The Engineering, General Associate in Science (A.S.) degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Mechanical/Aeronautical Engineering

### Associate in Science Degree

#### Program Information

The Engineering Associate in Science degree is designed to meet lower division requirements for various majors in engineering. Completion of the Associate in Science degree should qualify the student to transfer at the upper division level to an engineering program at a four-year institution. The degree has a common engineering core requirement as well as specific field requirements. The specific field requirements do vary depending on the four-year institution to which the student will transfer. Thus, requirements for specific universities should be checked before selecting specific field courses.

#### Upon completion of any one or more of these programs, the student will be able to:

- solve problems by applying knowledge of mathematics through differential and integral calculus, differential equations and linear algebra.
- solve problems by applying knowledge of science including chemistry and physics.
- use technology to enhance their productivity.
- apply knowledge of mathematics, science, and engineering to identify, formulate, and solve basic civil engineering problems.
- demonstrate an understanding of the ethical and professional responsibilities of an engineer and how engineering solutions can impact society.
- communicate thoughts in both written and oral forms to team members and larger audiences.
- seek transfer at the junior level into a Civil Engineering program at a four-year institution.

#### Required Program

#### Units

CHEM 400 General Chemistry.....	5
ENGR 300 Introduction to Engineering.....	1
ENGR 312 Engineering Graphics.....	3
ENGR 400 Introduction to Electrical Circuits and Devices.....	3
ENGR 405 Engineering Problem Solving (3).....	3 - 4
or CISP 360 Introduction to Structured Programming (4)	
ENGR 412 Properties of Materials.....	3
ENGR 422 Engineering Mechanics, Statics.....	3
MATH 400 Calculus I.....	5
MATH 401 Calculus II.....	5
MATH 402 Calculus III.....	5
MATH 420 Differential Equations.....	4
PHYS 410 Mechanics of Solids and Fluids.....	5
PHYS 420 Electricity and Magnetism.....	5

**Subtotal Units** **50 - 51**

Additional General Engineering requirements (consult the Engineering Department Chair and Counseling)

MATH 410 Introduction to Linear Algebra.....	3
PHYS 430 Heat, Waves, Light and Modern Physics (5).....	5
or CHEM 401 General Chemistry (5)	

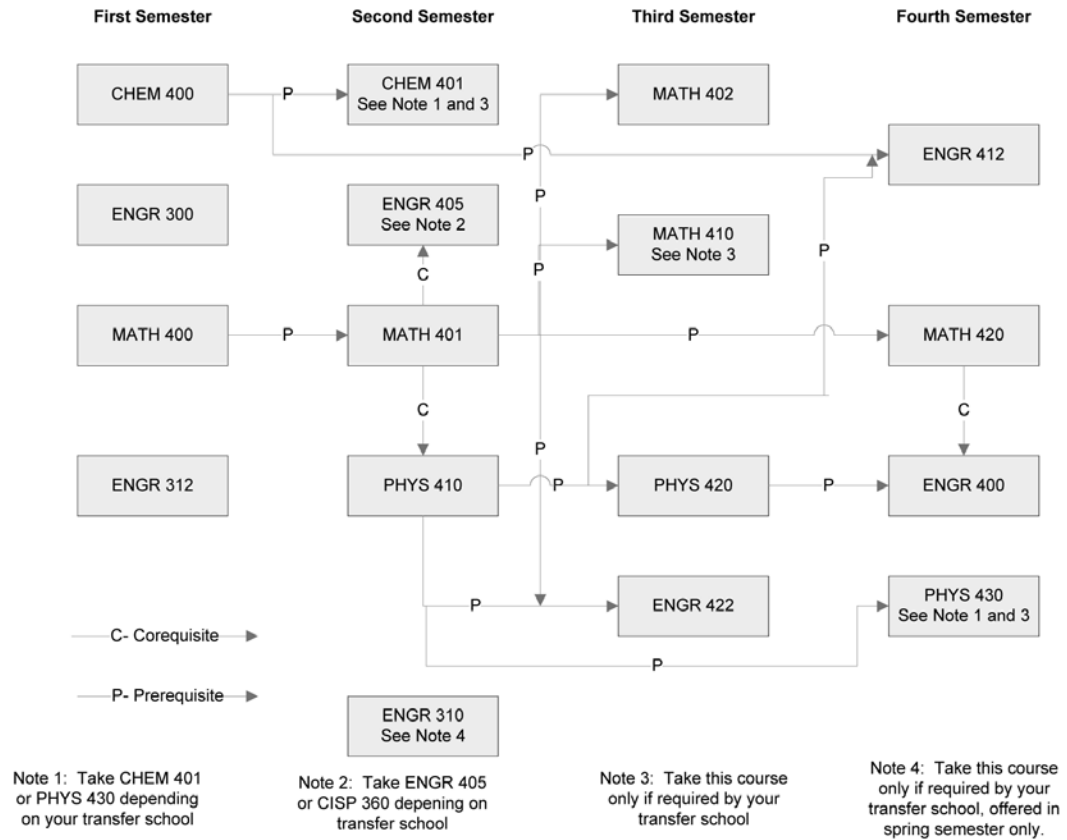
**Units:** **8**

**Total Units Required** **58 - 59**

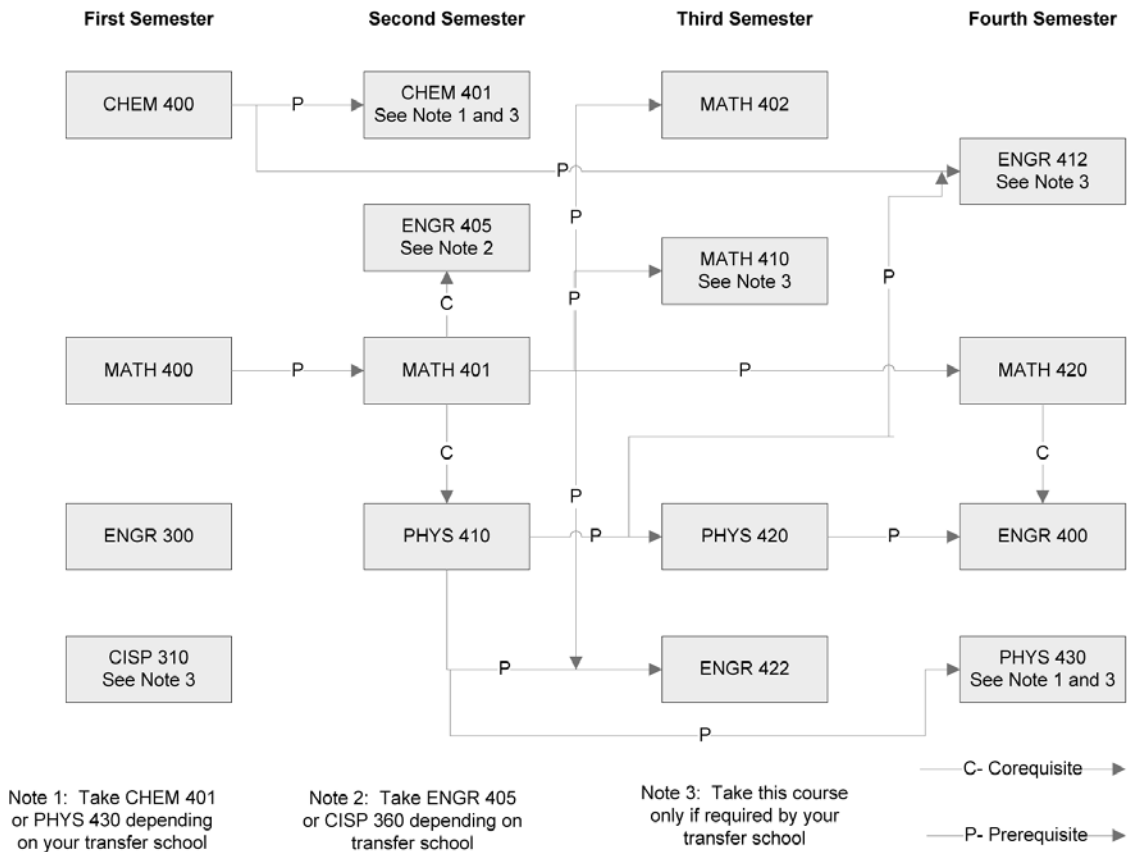
#### Associate in Science (A.S.) Degree

The Engineering, Mechanical/Aeronautical Engineering Associate in Science (A.S.) degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

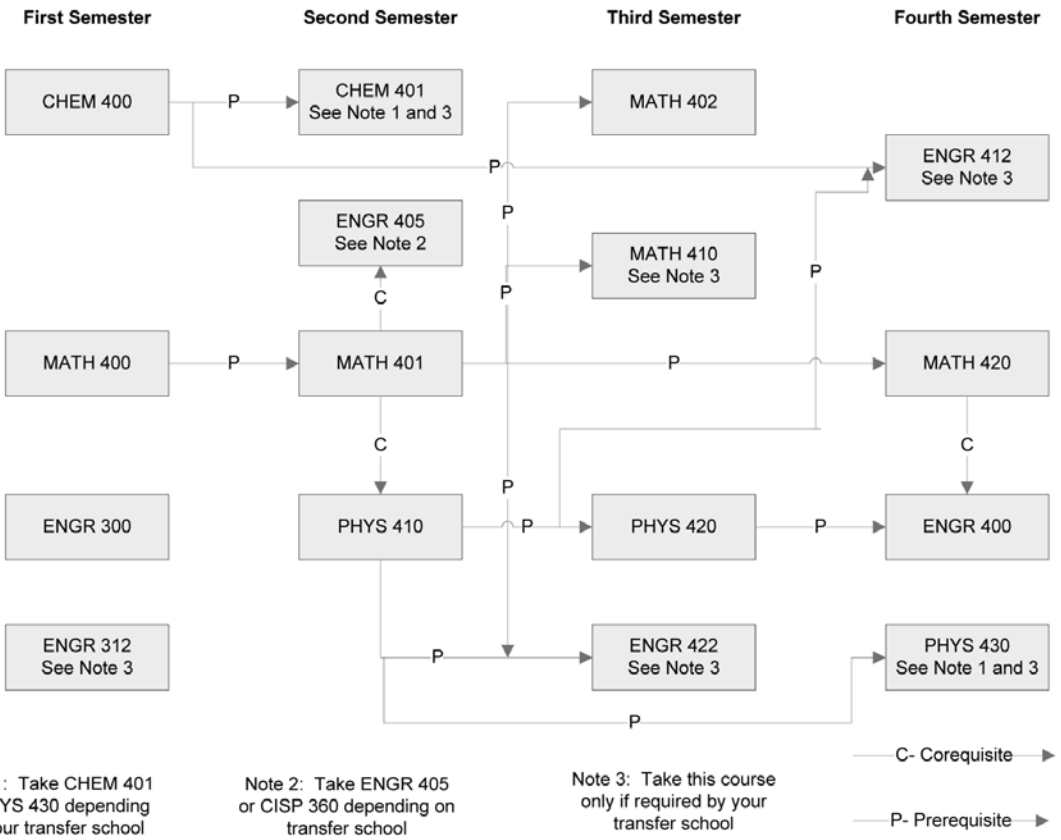
### Civil Engineering Course Flow



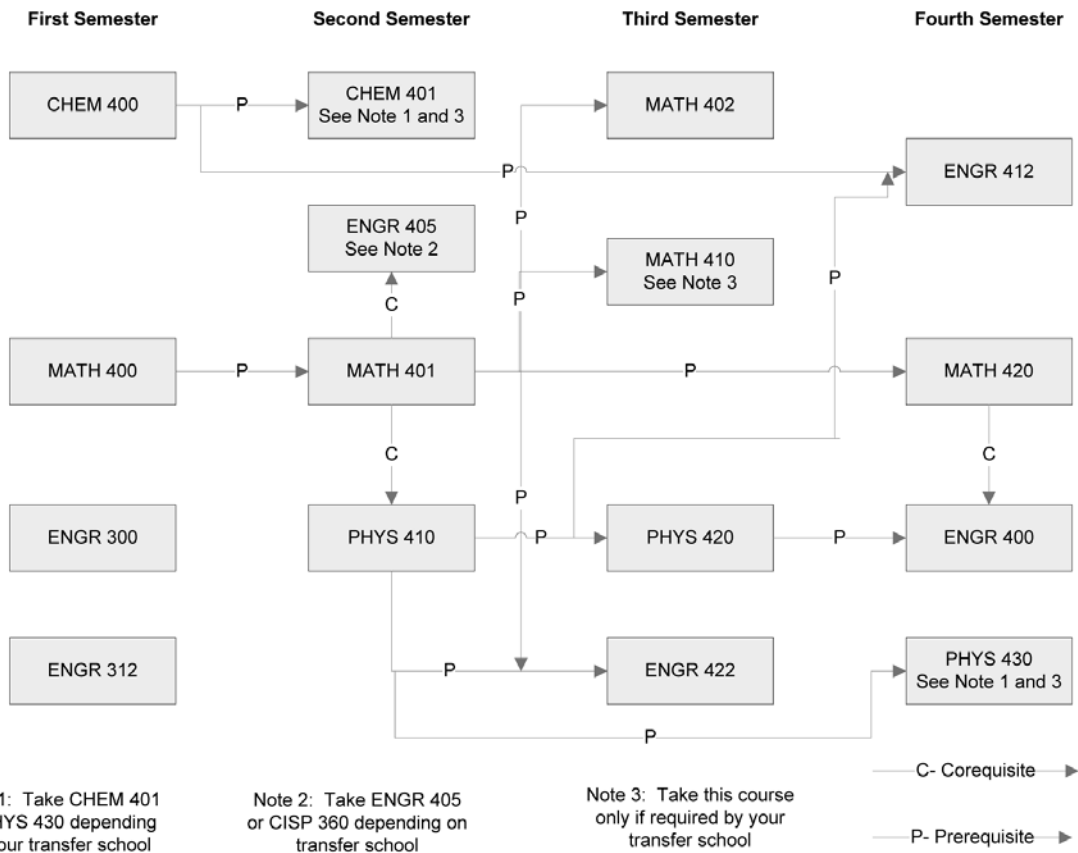
### Electrical/Computer Engineering Course Flow



### General (Undecided) Engineering Course Flow



### Mechanical/Aeronautical Engineering Course Flow



## Engineering (ENGR)

### ENGR 300 Introduction to Engineering 1 Unit

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC*

This course provides an introduction to the different engineering disciplines and careers, the role of the engineer in society, the engineering approach to problem solving, the design process, and engineering ethics. The development of effective communication and study skills required of engineers is emphasized. This course is required of most engineering majors.

### ENGR 310 Engineering Survey Measurements 4 Units

*Prerequisite: MATH 334 or 335 with a grade of "C" or better*

*Advisory: Completion of or concurrent enrollment in a basic drafting course such as ENGR 306 or ENGR 312.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This course covers the basic fundamentals of surveying for engineers. This includes the theory and practice of measurements for distance, elevations and angles, analysis and adjustment of errors (systematic and random), and traverse calculation and adjustments. Additional topics include discussions on profiles and cross-sections, horizontal curves, and vertical curves. This course has an indoor lecture component as well as a required outdoor field component. This course is designed for engineering students and is usually required for civil engineering majors depending on the transfer institution.

### ENGR 312 Engineering Graphics 3 Units

*Prerequisite: None.*

*Advisory: It is expected that the student has experience and knowledge of the use of a personal computer.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 72 hours LAB*

Fundamental training is provided in the use of hand-drawing instruments and Computer Aided Design/Drafting (CADD) software to analyze, interpret, and solve engineering problems. Topics covered include elements of drafting, descriptive geometry, multi-view drawing, design process, and solution of engineering problems, culminating in a design project.

### ENGR 400 Introduction to Electrical Circuits and Devices 3 Units

*Prerequisite: PHYS 420 with a grade of "C" or better*

*Corequisite: MATH 420*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course provides the engineering student with the basic fundamentals of DC and sinusoidal electrical circuit theory and analysis. The following circuit elements are covered: resistors, capacitors, inductors, independent sources, and dependent sources. Topics that are covered include circuit analysis techniques, sinusoidal analysis, phasors, Thevenin and Norton equivalence, natural and step response of first- and second-order circuits, three-phase analysis, complex power, and operational amplifiers.

### ENGR 405 Engineering Problem Solving 3 Units

*Prerequisite: MATH 401 with a grade of "C" or better or concurrent enrollment in MATH 401.*

*Advisory: It is expected that the student has experience and knowledge of the use of a personal computer.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course provides an introduction to the use of computers in solving engineering problems using MATLAB. Students will learn to use basic programming techniques including program control, relational and logical operators, selection scripting, and file management while implementing computational solutions.

### ENGR 412 Properties of Materials 3 Units

*Prerequisite: CHEM 400 and PHYS 410 with grades of "C" or better*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course covers atomic and crystal structures and mechanical, electrical, and magnetic properties of engineering materials. Also covered are steady and non-steady state diffusion, phase diagram analysis, heat treatment of metals, and corrosion. Laboratory exercises cover both destructive and non-destructive testing of materials.

### ENGR 422 Engineering Mechanics, Statics 3 Units

*Prerequisite: MATH 401 and PHYS 410 with grades of "C" or better*

*Advisory: Completion of a drafting course prior to enrolling in this course will facilitate the analysis of statics problems.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This is the first course in engineering mechanics. Topics in this course include two and three dimensional force system analysis using vector techniques, moments and couples in two and three dimensions, centroids and moment of inertia, friction, forces in beams, and truss analysis. This course is required for Mechanical, Civil, Aeronautical engineering transfer students and by some electrical engineering programs. Contact an engineering instructor and/or the transfer center for specific transfer institution requirements.

### ENGR 495 Independent Studies in Engineering 1-3 Units

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

### ENGR 499 Experimental Offering in Engineering .5-4 Units

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

# Engineering Design Technology EDT Surveying (Geomatics) SURVY

## Degrees:

- A.S. - Engineering Design Technology
- A.S. - Architectural/Structural Drafting
- A.S. - Electric (Power-Lighting Systems)
- A.S. - Mechanical (HVAC/Plumbing Systems)
- A.S. - HVAC Systems Design
- A.S. - Surveying (Geomatics)

## Certificates of Achievement:

- Engineering Design Technology
- Architectural/Structural Drafting
- Electric (Power-Lighting Systems)
- Mechanical (HVAC/Plumbing Systems)
- HVAC Systems Design
- Surveying (Geomatics)

## Division of Advanced Technology

Donnetta Webb, Dean  
Technology 106  
916-558-2491

## Engineering Design Technology

### Associate in Science Degree

### Certificate of Achievement

#### Program Information

Engineering Design Technology is studied in lecture and drafting practice classes. Mathematics, science, and engineering fundamentals, which are all related to the content of this program, are studied in the Engineering Design Technology program or through recommended elective courses. General Education courses complete the recommended classes for the Engineering Design Technology curriculum.

The program is open to all students. An orientation interview with a member of the Engineering Design Technology staff is encouraged to help students become acquainted with the program requirements. For information call (916) 558-2232 or 558-2491.

#### Career Opportunities

This program is designed for students pursuing entry level employment in architectural, electrical and mechanical engineering, and commercial construction drafting fields. Depending on their technical field of interest and capabilities, students who complete the program may find employment in any of the following types of jobs: Engineering Aide I, Engineering Aide II, Drafting Aide I, Drafting Aide II, Junior Drafter, Architectural Drafter, Mechanical Drafter/Designer Trainee, Electrical Drafter/Designer Trainee, Structural Drafter/Designer Trainee, Topographical Drafter/Designer Trainee, General Construction Drafter/Designer Trainee, General Construction Estimator Trainee, Computer Aided Drafter or Technical Sales representatives.

#### Program Costs

Normal student expenses for textbooks, personal equipment and supplies may be required. These expenses may vary each semester. If these expenses create a financial burden, students should consult the Financial Aid Office for possible assistance.

#### Recommended High School Preparation

Completion of English and general mathematics. It is desirable, but not required, that a student complete courses in drafting, industrial arts shop courses, one year of algebra, plane geometry, general science and introduction to computers.

#### Transfer Students

Students who, after completing this program, are planning to continue specialization in this field by transferring to a four-year college, should consult the Requirements of Transfer Institutions section in this catalog and the engineering or related major sections of the specific catalog for the institution to which they wish to transfer. Consultation with an SCC counselor is advised.

#### Upon completion of this program, the student will be able to:

- prepare architectural, mechanical and electrical plans for buildings that conform with current industry standards.
- demonstrate an understanding of the process of architectural design, mechanical design, and electrical design by applying design principles to building design projects.

#### Required Program

#### Units

EDT 300 Basic Technical Drafting .....	3
EDT 310 Computer Aided Drafting .....	3
EDT 312 Intermediate Computer Aided Drafting .....	3
EDT 314 Advanced Computer Assisted Drafting and Design .....	2
EDT 320 Architectural/Structural Drafting .....	4
EDT 332 Air Conditioning, Plumbing and Piping Design Documents .....	4
EDT 336 Air Conditioning System Design.....	3
EDT 340 Plumbing and Piping Systems Design I .....	3
EDT 342 Plumbing and Piping Systems Design II .....	3
EDT 350 Electrical and Electronics Drafting/Design Problem Solving.....	3
EDT 352 Electrical and Electronics Drafting Design.....	4

A minimum of 2 units from the following:..... 2

- EDT 302 Building Trades Blueprint Reading (2)
- EDT 498 Work Experience in Engineering Design Technology (1-4)
- EDT 356 Electrical Systems Design (2)
- SURVY 300 Elementary Surveying (4)
- SURVY 310 Survey Map Production (4)
- MATH 334 Trigonometry (4)

#### Total Units Required

37

#### Suggested Elective

HCD 310

#### Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent.

## Architectural/Structural Drafting

**Associate in Science Degree  
Certificate of Achievement**

### Program Information

This degree and Certificate of Achievement option is designed for students pursuing employment or upgrade in employment in Manual and CAD drafting applications in Architectural or Structural Engineering related offices.

### Career Opportunities

This program is designed for students pursuing entry level employment in architectural, electrical and mechanical engineering, and commercial construction drafting fields. Depending on their technical field of interest and capabilities, students who complete the program may find employment in any of the following types of jobs: Engineering Aide I, Engineering Aide II, Drafting Aide I, Drafting Aide II, Junior Drafter, Architectural Drafter, Mechanical Drafter/Designer Trainee, Electrical Drafter/Designer Trainee, Structural Drafter/Designer Trainer, Topographical Drafter/Designer Trainee, General Construction Drafter/Designer Trainee, General Construction Estimator Trainee, Computer Aided Drafter or Technical Sales representatives.

### Program Costs

Normal student expenses for textbooks, personal equipment and supplies may be required. These expenses may vary each semester. If these expenses create a financial burden, students should consult the Financial Aid Office for possible assistance.

### Recommended High School Preparation

Completion of English and general mathematics. It is desirable, but not required, that a student complete courses in drafting, industrial arts shop courses, one year of algebra, plane geometry, general science and introduction to computers.

### Transfer Students

Students who, after completing this program, are planning to continue specialization in this field by transferring to a four-year college, should consult the Requirements of Transfer Institutions section in this catalog and the engineering or related major sections of the specific catalog for the institution to which they wish to transfer. Consultation with an SCC counselor is advised.

### Upon completion of this program, the student will be able to:

- prepare architectural, mechanical, and electrical plans for buildings that conform with current industry standards.
- demonstrate an understanding of the process of architectural design, mechanical design, and electrical design by applying design principles to building design projects.

### Required Program

### Units

EDT 300 Basic Technical Drafting .....	3
EDT 310 Computer Aided Drafting .....	3
EDT 312 Intermediate Computer Aided Drafting .....	3
EDT 314 Advanced Computer Assisted Drafting and Design .....	2
EDT 320 Architectural/Structural Drafting .....	4
A minimum of 6 units from the following:.....	6
EDT 302 Building Trades Blueprint Reading (2)	
EDT 330 Air Conditioning, Plumbing and Piping Design (3)	
EDT 332 Air Conditioning, Plumbing and Piping Design Documents (4)	
EDT 336 Air Conditioning System Design (3)	
EDT 340 Plumbing and Piping Systems Design I (3)	
EDT 342 Plumbing and Piping Systems Design II (3)	
EDT 350 Electrical and Electronics Drafting/Design Problem Solving (3)	
EDT 352 Electrical and Electronics Drafting Design (4)	
EDT 356 Electrical Systems Design (2)	

EDT 498 Work Experience in Engineering Design Technology (1 - 4)  
SURVY 300 Elementary Surveying (4)  
SURVY 310 Survey Map Production (4)  
MATH 334 Trigonometry (4)

### Total Units Required

21

### Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent as determined by the Engineering Design Technology Department.

## Electric (Power-Lighting Systems)

**Associate in Science Degree  
Certificate of Achievement**

### Program Information

Designed for students pursuing employment or upgrade in employment in Manual and CAD drafting applications in Architectural or Structural Engineering related offices.

### Career Opportunities

This program is designed for students pursuing entry level employment in architectural, electrical and mechanical engineering, and commercial construction drafting fields. Depending on their technical field of interest and capabilities, students who complete the program may find employment in any of the following types of jobs: Engineering Aide I, Engineering Aide II, Drafting Aide I, Drafting Aide II, Junior Drafter, Architectural Drafter, Mechanical Drafter/Designer Trainee, Electrical Drafter/Designer Trainee, Structural Drafter/Designer Trainer, Topographical Drafter/Designer Trainee, General Construction Drafter/Designer Trainee, General Construction Estimator Trainee, Computer Aided Drafter or Technical Sales representatives.

### Program Costs

Normal student expenses for textbooks, personal equipment and supplies may be required. These expenses may vary each semester. If these expenses create a financial burden, students should consult the Financial Aid Office for possible assistance.

### Recommended High School Preparation

Completion of English and general mathematics. It is desirable, but not required, that a student complete courses in drafting, industrial arts shop courses, one year of algebra, plane geometry, general science and introduction to computers.

### Transfer Students

Students who, after completing this program, are planning to continue specialization in this field by transferring to a four-year college, should consult the Requirements of Transfer Institutions section in this catalog and the engineering or related major sections of the specific catalog for the institution to which they wish to transfer. Consultation with an SCC counselor is advised.

### Upon completion of this program, the student will be able to:

- prepare architectural, mechanical and electrical plans for buildings that conform with current industry standards.
- demonstrate an understanding of the process of architectural design, mechanical design and electrical design by applying design principles to building design projects.



Required Program	Units
EDT 300 Basic Technical Drafting .....	3
EDT 310 Computer Aided Drafting .....	3
EDT 312 Intermediate Computer Aided Drafting .....	3
EDT 314 Advanced Computer Assisted Drafting and Design .....	2
EDT 350 Electrical and Electronics Drafting/Design Problem Solving.....	3
EDT 352 Electrical and Electronics Drafting Design.....	4
A minimum of 7 units from the following:.....	7
EDT 302 Building Trades Blueprint Reading (2)	
EDT 320 Architectural/Structural Drafting (4)	
EDT 330 Air Conditioning, Plumbing and Piping Design (3)	
EDT 332 Air Conditioning, Plumbing and Piping Design Documents (4)	
EDT 336 Air Conditioning System Design (3)	
EDT 340 Plumbing and Piping Systems Design I (3)	
EDT 342 Plumbing and Piping Systems Design II (3)	
EDT 356 Electrical Systems Design (2)	
EDT 498 Work Experience in Engineering Design Technology (1 - 4)	
SURVY 300 Elementary Surveying (4)	
SURVY 310 Survey Map Production (4)	
MATH 334 Trigonometry (4)	
<b>Total Units Required</b>	<b>25</b>

#### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent as determined by the Engineering Design Technology Department.

## HVAC Systems Design

### Associate in Science Degree

#### Certificate of Achievement

#### CADD (Heating, Ventilating, Air Conditioning)

#### Program Information

This program is designed for students pursuing employment or upgrade in training in computer applications of heating, ventilation, and air conditioning (HVAC) systems design.

#### Career Opportunities

This program is designed for students pursuing entry level employment in architectural, electrical and mechanical engineering, and commercial construction drafting fields. Depending on their technical field of interest and capabilities, students who complete the program may find employment in any of the following types of jobs: Engineering Aide I, Engineering Aide II, Drafting Aide I, Drafting Aide II, Junior Drafter, Architectural Drafter, Mechanical Drafter/Designer Trainee, Electrical Drafter/Designer Trainee, Structural Drafter/Designer Trainer, Topographical Drafter/Designer Trainee, General Construction Drafter/Designer Trainee, General Construction Estimator Trainee, Computer Aided Drafter or Technical Sales representatives.

#### Program Costs

Normal student expenses for textbooks, personal equipment and supplies may be required. These expenses may vary each semester. If these expenses create a financial burden, students should consult the Financial Aid Office for possible assistance.

## Recommended High School Preparation

Completion of English and general mathematics. It is desirable, but not required, that a student complete courses in drafting, industrial arts shop courses, one year of algebra, plane geometry, general science and introduction to computers.

## Transfer Students

Students who, after completing this program, are planning to continue specialization in this field by transferring to a four-year college, should consult the Requirements of Transfer Institutions section in this catalog and the engineering or related major sections of the specific catalog for the institution to which they wish to transfer. Consultation with an SCC counselor is advised.

## Upon completion of this program, the student will be able to:

- prepare architectural, mechanical and electrical plans for buildings that conform with current industry standards.
- demonstrate an understanding of the process of architectural design, mechanical design and electrical design by applying design principles to building design projects.

Required Program	Units
EDT 300 Basic Technical Drafting .....	3
EDT 310 Computer Aided Drafting .....	3
EDT 312 Intermediate Computer Aided Drafting .....	3
EDT 314 Advanced Computer Assisted Drafting and Design .....	2
EDT 336 Air Conditioning System Design.....	3

A minimum of 10 units from the following:..... 10

EDT 302 Building Trades Blueprint Reading (2)	
EDT 320 Architectural/Structural Drafting (4)	
EDT 330 Air Conditioning, Plumbing and Piping Design (3)	
EDT 332 Air Conditioning, Plumbing and Piping Design Documents (4)	
EDT 340 Plumbing and Piping Systems Design I (3)	
EDT 342 Plumbing and Piping Systems Design II (3)	
EDT 350 Electrical and Electronics Drafting/Design Problem Solving (3)	
EDT 352 Electrical and Electronics Drafting Design (4)	
EDT 356 Electrical Systems Design (2)	
EDT 498 Work Experience in Engineering Design Technology (1 - 4)	
MATH 334 Trigonometry (4)	

**Total Units Required** **24**

#### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent.

## Mechanical (HVAC/Plumbing Systems)

### Associate in Science Degree Certificate of Achievement

Designed for students pursuing employment or upgrade in employment in Manual and CAD drafting applications in Architectural or Structural Engineering related offices.

#### Career Opportunities

This program is designed for students pursuing entry level employment in architectural, electrical and mechanical engineering, and commercial construction drafting fields. Depending on their technical field of interest and capabilities, students who complete the program may find employment in any of the following types of jobs: Engineering Aide I, Engineering Aide II, Drafting Aide I, Drafting Aide II, Junior Drafter, Architectural Drafter, Mechanical Drafter/Designer Trainee, Electrical Drafter/Designer Trainee, Structural Drafter/Designer Trainer, Topographical Drafter/Designer Trainee, General Construction Drafter/Designer Trainee, General Construction Estimator Trainee, Computer Aided Drafter or Technical Sales representatives.

#### Program Costs

Normal student expenses for textbooks, personal equipment and supplies may be required. These expenses may vary each semester. If these expenses create a financial burden, students should consult the Financial Aid Office for possible assistance.

#### Recommended High School Preparation

Completion of English and general mathematics. It is desirable, but not required, that a student complete courses in drafting, industrial arts shop courses, one year of algebra, plane geometry, general science and introduction to computers.

#### Transfer Students

Students who, after completing this program, are planning to continue specialization in this field by transferring to a four-year college, should consult the Requirements of Transfer Institutions section in this catalog and the engineering or related major sections of the specific catalog for the institution to which they wish to transfer. Consultation with an SCC counselor is advised.

#### Upon completion of this program, the student will be able to:

- prepare architectural, mechanical and electrical plans for buildings that conform with current industry standards.
- demonstrate an understanding of the process of architectural design, mechanical design, and electrical design by applying design principles to building design projects.

#### Required Program

	Units
EDT 300 Basic Technical Drafting .....	3
EDT 310 Computer Aided Drafting .....	3
EDT 312 Intermediate Computer Aided Drafting .....	3
EDT 314 Advanced Computer Assisted Drafting and Design .....	2
EDT 332 Air Conditioning, Plumbing and Piping Design Documents .....	4
EDT 336 Air Conditioning System Design.....	3
EDT 340 Plumbing and Piping Systems Design I .....	3
EDT 342 Plumbing and Piping Systems Design II .....	3
A minimum of 3 units from the following:.....	3
EDT 302 Building Trades Blueprint Reading (2)	
EDT 320 Architectural/Structural Drafting (4)	
EDT 350 Electrical and Electronics Drafting/Design Problem Solving (3)	
EDT 352 Electrical and Electronics Drafting Design (4)	
EDT 356 Electrical Systems Design (2)	
EDT 498 Work Experience in Engineering Design Technology (1 - 4)	

SURVY 300 Elementary Surveying (4)  
SURVY 310 Survey Map Production (4)  
MATH 334 Trigonometry (4)

#### Total Units Required

27

#### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent.

## Surveying (Geomatics) SURVY

### Associate in Science Degree Certificate of Achievement

#### Program Information

The curriculum provides the student with instruction in survey theory and fundamentals of office and field practice. The objective is to prepare students for employment as described above. Material is sufficient, when coupled with the legally required experience, to prepare the student for the State licensing examinations conducted by The Board of Registration for Professional Engineers. There are numerous specialties in survey employment, and early counseling is suggested to help select the proper optional classes.

#### Career Opportunities

Students may find employment in field jobs as surveyor assistants to do specific jobs as rod, chain, level, and instrument person and notekeeper. In office jobs, students may do survey computations, draw maps of property lines, topographic maps and profiles of construction sites, and compute acreage. Employers are private survey and engineering firms and government agencies throughout the United States. Job titles are Boundary, Technicians, Survey Technicians, Engineering Technicians, Engineering Aide, and Survey Aide.

#### Recommended High School Preparation

Courses in algebra, trigonometry, physics, and geography

Material is sufficient, when coupled with the legally required experience, to prepare the student for the State licensing examinations conducted by The Board of Registration for Professional Engineers.

#### Upon completion of this program, the student will be able to:

- operate all surveying measurement instruments commonly in use within the profession.
- demonstrate a knowledge of the techniques and methodology of surveying measurement.
- select appropriate survey measuring instruments to accurately complete a variety of surveying projects.
- list specific requirements of local agencies for approval and filing of survey maps such as, record of surveys, parcel maps, subdivision maps, preliminary and final maps, and also improvement plans.
- demonstrate an understanding of boundary surveying and photogrammetric surveys, theory of geodetic and control surveys, Global Positioning Systems, Geographic Information System and electronic surveys.
- demonstrate knowledge of statutory and common law regulating the surveying industry.
- discuss various types of land ownership and classify effects and intent of various land transfers and transactions.
- prepare and interpret different forms of legal descriptions of land ownership and transfer.

Required Program	Units
SURVY 300 Elementary Surveying.....	4
SURVY 320 Advanced Survey .....	4
SURVY 330 Special Surveying Projects.....	4
SURVY 340 Basics of Photogrammetry.....	3
SURVY 350 Boundary Control and Legal Principles .....	4
SURVY 352 Evidence and Procedures for Boundary Location.....	4
A minimum of 3 units from the following.....	3
SURVY 310 Survey Map Production (4)	
SURVY 360 Survey Business Practices (3)	
GEOG 330 Introduction to Geographic Information Systems (3)	
<b>Total Units Required</b>	<b>26</b>

#### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Engineering Design Technology (EDT)

### EDT 300 Basic Technical Drafting 3 Units

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is the first course in drafting for drafting, architectural, and engineering students. Studies include drafting instrument care and use, sketching, scale reading, drafting conventions, lettering, orthographic and pictorial drawings, dimensioning techniques, sections, auxiliary views, surface developments, topographics, and working drawing development. Students are required to provide their own drafting equipment.

### EDT 302 Building Trades Blueprint Reading 2 Units

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 36 hours LEC*

This is a course in blueprint reading and sketching related to building trades. Architectural, structural, electrical and mechanical drawings, details, and specification requirements will be examined in detail for residential, commercial, and industrial construction. This course may be taken two times for credit provided that the code versions have changed.

### EDT 310 Computer Aided Drafting 3 Units

*Prerequisite: None.*

*Advisory: EDT 300 with a grade of "C" or better or equivalent*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is an introduction to computer-assisted drafting (CAD). It covers orthographic and isometric projection concepts. CAD topics include, but are not limited to: Entity Editing; Linetypes; Layers; Entity Drawing; Object Snaps; Grips; Polylines; Dimensioning; Multilines; Pictorial Drawings; Program Customization; Drawing Plotting - Plotters and Printing; Selection Sets and Blocks. Instruction is provided in the commands, application, techniques, standards and settings of CAD software to produce basic technical drawings that conform to current industry standards. A lecture/lab format is used to develop student comprehension of CAD software and to develop appropriate skills required to operate the software in a professional manner in the production of Architectural and Engineering related drawings. This course may be taken two times for credit provided that the software version has changed.

### EDT 312 Intermediate Computer Aided Drafting 3 Units

*Prerequisite: EDT 310 with a grade of "C" or better or equivalent.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is a second course in Computer Aided Drafting (CAD) that emphasizes advanced CAD commands and design graphics drawing principles and helps develop job-applicable speed and competence on AutoCAD software. Topics include but are not limited to: Windows Explorer; Paths and Filenames, Directory Structures; CAD Layering Standards; Floor Plans: Limits, Layers, Scale Factors; Drawing Sheet Sizes; Limits; Zoom xP; AutoCAD Geometric Calculator; AutoCAD Filters and Selection Sets; Architectural Dimension settings; AutoCAD Customization; Command Aliases; Toolbar and Menu Customization; Macros; POP Sections; Menugroups /Image Tile Menus; Preferences/Profiles/Advanced Plotting Techniques; Attributes; Scripts and Bill of Materials. This course offers in-service training and upward mobility training to the professional CAD drafter. Emphasis is on in-office related production skills and program customization. This course may be taken two times for credit, provided that the software version has changed.

### EDT 314 Advanced Computer Assisted Drafting and Design 2 Units

*Prerequisite: EDT 310 with a grade of "C" or better*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course covers advanced study in computer aided drafting with emphasis on construction related topics. Course subject areas include basic three-dimensional studies, pictorial (isometric) and three dimensional drawings and dimensioning; customization using the AutoLISP programming language; use of database application to integrate drawing and schedule information in project drawing sets; 3D and UCS Coordinate Systems; Spherical and Cylindrical Coordinates; Solids and Primitives; Solid Model Editing 3D Objects; Wireframes; 3D Faces, Rendering; Light Sources and Backgrounds; Raster and PostScript Files, and applications of CAD to drawing development. The concepts also relate to other computer drafting applications. This course may be taken two times for credit provided that the software version has changed.

**EDT 316      REVIT-Architectural      3 Units**

*Prerequisite:* EDT 310 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course provides instruction in the AutoDesk software package REVIT Architecture. Topics covered include but are not limited to: Building Information Modeling (BIM), parametric 3D design, tools for creating and analyzing projects, and automated tools for documentation.

**EDT 317      REVIT-MEP      3 Units**

*Prerequisite:* EDT 310 with a grade of "C" or better; or placement through the assessment process.; EDT 300 with grades of "C" or better; or placement through the assessment process

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course provides instruction in the AutoDesk software package REVIT MEP (Mechanical Electrical Plumbing). Topics covered include but are not limited to: Building Information Modeling (BIM), parametric 3D design tools for creating and analyzing HVAC, Plumbing and Piping systems, and Power, Lighting, and Signal systems. This course may be taken two times for credit, provided that the software version has changed since the student last took the course.

**EDT 318      Beginning 3D Modeling Using Pro/E      3 Units**

*Prerequisite:* EDT 310 with a grade of "C" or better; or placement through the assessment process; EDT 300 with grades of "C" or better; or placement through the assessment process

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course provides an introduction to Pro/Engineer (Creo Elements) mechanical design software. Topics covered include, but are not limited to: 3D modeling, parametric design, model relations, tools for creating and analyzing projects, and detail and assembly drawings. This course may be taken two times for credit, provided that the software version has changed since the student last took the course.

**EDT 320      Architectural/Structural Drafting      4 Units**

*Prerequisite:* EDT 300 and EDT 310 with grades of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This course provides instruction in drafting practices involving building construction drawings and specifications and surveying practices related to construction work. This course may be taken two times for credit, provided that the software version has changed.

**EDT 330      Air Conditioning, Plumbing and Piping Design      3 Units**

*Prerequisite:* EDT 300 and EDT 310 with grades of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides instruction in the design of air conditioning, plumbing and piping systems. Topics include cooling and heating load calculations, zoning, system and equipment selection, ductwork systems, controls, plumbing and industrial piping systems. This course may be taken two times for credit, provided that the software version has changed.

**EDT 332      Air Conditioning, Plumbing and Piping Design Documents      4 Units**

*Prerequisite:* EDT 300 and EDT 310 with grades of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This course provides instruction in the preparation of construction drawings and specifications for air conditioning, plumbing, and piping systems. The emphasis is on preparing drawings and related documentation that meet building department and construction industry standards, using computer aided drafting applications. This course may be taken two times for credit, provided that the software version has changed.

**EDT 336      Air Conditioning System Design      3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course focuses on the calculations of heat gain and heat loss in buildings, types of HVAC systems, equipment selection, ductwork design, environmental comfort considerations, psychrometrics, and temperature control systems. This course may be taken two times for credit, provided that the software version has changed.

**EDT 340      Plumbing and Piping Systems Design I      3 Units**

*Prerequisite:* None.

*Advisory:* EDT 300 with grades of "C" or better; or placement through the assessment process

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides instruction in the design of domestic water supply, water heating, and gas piping systems for residential, and commercial buildings including, study of the materials, methods, codes, and practices. EDT 342 should be taken concurrently with this course. This course may be taken two times for credit, provided that the Plumbing Code version adopted by the State of California has changed since the student last took the course.

**EDT 342      Plumbing and Piping Systems Design II      3 Units**

*Prerequisite:* None.

*Advisory:* EDT 300 with grades of "C" or better; or placement through the assessment process

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides instruction in the design of plumbing waste, drainage, and fuel gas piping systems for residential and commercial buildings including study of the materials, methods, codes, and practices. EDT 340 should be taken concurrently with this course. This course may be taken two times for credit, provided that the Plumbing Code version adopted by the State of California has changed since the student last took the course.

**EDT 350      Electrical and Electronics Drafting/Design Problem Solving      3 Units**

*Prerequisite:* None.

*Advisory:* Concurrent enrollment in EDT 352.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course involves problem solving related to electrical and electronics drafting, formula solutions, application of Ohms Law, series-parallel circuitry, basic electrical power and sizing formula, and general lighting calculations. This course may be taken two times for credit, provided that the software version has changed.

**EDT 352 Electrical and Electronics Drafting Design 4 Units**

*Prerequisite:* EDT 300 and EDT 310 with grades of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This course provides instruction in basic electron theory, electrical/electronic circuitry, drafting practices involving residential, commercial, industrial electrical drawings, material specifications, and an introduction to printed circuit board layout. Field trips to local construction projects or existing installation or manufacturing facilities may be included. Course work involves applying calculations from EDT 350 to design basic electrical power wiring, lighting, and control signal systems. This course may be taken two times for credit, provided that the Code version or the software version has changed.

**EDT 356 Electrical Systems Design 2 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 18 hours LAB

This is a basic course on electrical systems for residential and commercial buildings with emphasis on practical industry, materials, methods, and codes. This course may be taken two times for credit provided the Code version or the software version has changed.

**EDT 494 Topics in Engineering Design Technology .5-4 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This specialized course has been developed in cooperation with industry to address emerging training needs. This course may be taken four times provided there is no duplication of topics.

**EDT 495 Independent Studies in Engineering Design Technology 1-3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 162 hours LAB

Independent study of an Engineering Design Technology topic or research project. This course is for students who wish to develop an in-depth understanding in fundamental topics of Engineering Design Technology and to learn to work in a collaborative atmosphere with instructors and other students. Instructor approval is required to enroll in this course. This course may be taken four times for credit providing there is no duplication of topics.

**EDT 498 Work Experience in Engineering Design Technology 1-4 Units**

*Prerequisite:* EDT 300 and 310 with grades of "C" or better

*General Education:* AA/AS Area III(b)

*Enrollment Limitation:* According to Education Code Title V regulations, a student cannot earn academic credits in a Work Experience class unless s/he has either a job or an internship.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 300 hours LAB

This course provides students with opportunities to develop or add marketable skills related to their vocational study programs. Course content will include understanding the application of the student's education to the workforce; the responsibilities of an internship (where applicable); completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the work or internship site; and developing workplace (soft) skills identified by the Secretary's Commission on Achieving Necessary Skills (SCANS) Competencies, as well as by local employers. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the transfer student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for a total of 16 units. Only one Work Experience course may be taken per semester.

**EDT 499 Experimental Offering in Engineering Design Technology .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 54 hours LAB

See Experimental Offerings

**Surveying (Geomatics) (SURVY)****SURVY 300 Elementary Surveying 4 Units**

*Prerequisite:* None.

*Advisory:* MATH 334 with a grade of "C" or better.

*General Education:* AA/AS Area II(b)

*Course Transferable to UC/CSU*

*Hours:* 45 hours LEC; 81 hours LAB

This course provides an introduction to the principles and practices of plane surveying. Survey instrumentation and methods of measuring distances, angles, and differences in elevation will be presented. Fundamental surveying methods including traversing, area computations, and use and care of electronic survey equipment will be stressed. Computation methods associated with surveying will be covered.

**SURVY 310 Survey Map Production 4 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 45 hours LEC; 81 hours LAB

This course provides an exposure to the special procedures and requirements unique to computer-assisted survey mapping. Fundamental survey drafting methods and types of maps will be stressed. Conformance with local agency and State mapping requirements will be addressed. Students will work with state of the art computer hardware and software to produce industry standard survey maps.

**SURVY 320 Advanced Survey 4 Units**

*Prerequisite:* SURVY 300 with a grade of "C" or better; or equivalent.  
*Advisory:* Completion of or concurrent enrollment in MATH 334 with a grade of "C" or better.  
*Course Transferable to CSU*  
*Hours:* 45 hours LEC; 81 hours LAB

This course focuses on real-world surveying applications such as, primary control, construction layout and staking, horizontal and vertical curves, above and underground structural staking, subdivision lotting, and street improvement construction. Introduction to boundary surveying and photogrammetric surveys, California State Plane Coordinate System, and theory of geodetic and control surveys. GPS, GIS, and electronic surveys and mapping are also introduced. Student should provide hand-held Electronic Scientific Style calculator equipped with trigonometric capabilities.

**SURVY 324 Global Positioning Surveying (GPS) 3 Units**

*Prerequisite:* SURVY 320 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to the methods, techniques, tools, and applications of GPS for use in Land Surveys. It will also present factors of geodesy for surveying, enabling the student to understand and use the mathematical parameters of the earth's shape and effect on survey measurements.

**SURVY 330 Special Surveying Projects 4 Units**

*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 45 hours LEC; 81 hours LAB

This course focuses on real world surveying applications, construction control, layout and staking, horizontal and vertical curves, above and underground structural staking, subdivision lotting, and street improvement construction. This course will provide an introduction to boundary surveying and photogrammetric surveys, theory of geodetic and control surveys. Global Positioning Systems (GPS), Geographic Information System (GIS), and electronic surveys and mapping are also included.

**SURVY 340 Basics of Photogrammetry 3 Units**

*Prerequisite:* SURVY 320 with a grade of "C" or better, or equivalent work experience.  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course provides an introduction to the theory and practice of Photogrammetry, including image systems and quality, theory of stereo photography, and orientation and design of stereo models. The class will also address design and operating principles of stereo plotting, photogrammetric and orthophoto mapping. This course also focuses on considerations for flight and control planning, control identification techniques, advanced field completion surveys, and property line investigations. 2 field trips are required.

**SURVY 350 Boundary Control and Legal Principles 4 Units**

*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 72 hours LEC

An introduction to concepts and legal principles associated with the historic and current practices of surveying and mapping procedures used in locating boundaries and land ownership lines. This course has been developed for those in the fields of surveying, civil engineering, title insurance, and real estate.

**SURVY 352 Evidence and Procedures for Boundary Location 4 Units**

*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 72 hours LEC

This is a continuation of boundary location with emphasis on procedures rather than principles. It provides an introduction to the historical development, current concepts, and evidence and procedures used in boundary determination. Techniques of gathering and evaluating evidence used in boundary locations and methods of presenting that evidence in the form of maps and descriptions are emphasized. This course is designed for those in the fields of engineering, land surveying, land law, real estate, and title insurance.

**SURVY 360 Survey Business Practices 3 Units**

*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course is directed to surveyors who want or are considering opening a successful business. The course offers an introduction to surveying business economics; contracts and specifications; organizing, staffing, hiring, training, and supervision of professional/technical personnel, surveyor-client relationships, and ethics of practice.

**SURVY 495 Independent Studies in Surveying 1-3 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LAB

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**SURVY 498 Work Experience in Surveying 1-4 Units**

*Prerequisite:* None  
*Course Transferable to CSU*  
*Hours:* 18 hours LEC; 75 hours LAB  
 See Work Experience

**SURVY 499 Experimental Offering in Surveying .5-4 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC; 54 hours LAB

See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Degree:**  
A.A. - English

**Coursework:**  
ENGCW - English-Creative Writing  
ENGED - English-Education  
ENGLB - English-Laboratory  
ENGLT - English - Literature  
ENGRD - English - Reading  
ENGWR - English - Writing

**Division of Language and Literature**  
Albert Garcia, Dean  
Rodda South 226  
916-558-2325

**English Assessment Requirement**

To place in the appropriate level of instruction, all students enrolling in English skills or composition courses are strongly advised to complete the assessment process prior to registration in any classes. An alternative is designated course completion, which will provide entrance into certain courses.

**Success in Reading, Writing, and English as a Second Language (ESL)**

The success of our students is of utmost importance to us at Sacramento City College. For that reason, we strongly advise students to develop skills in the basics of reading and writing. By reading, we mean understanding and remembering what you read so that you will be able to learn the information in all of your textbooks. By writing, we mean spelling correctly, punctuating accurately, using the grammar of standard written English, and organizing ideas into paragraphs and essays that are clear, unified, and coherent.

For students who are non-native speakers of English, we strongly advise taking classes in our English as a Second Language program.

With a strong foundation in the skills of reading and writing, your opportunities for success in college-level classes will be greatly increased.

**Student Literary Journal**

The student literary journal, Susurrus, is annually produced by the students in ENGCW 450 and ENGCW 451, three-unit production courses. The journal accepts poetry, fiction, essays, photos and art by Sacramento City College students for consideration each fall; the book-quality journal is published in the spring.

**English**

**Associate in Arts Degree**

**Program Information**

A Major in English offers students an opportunity to take courses in literature, composition, and creative writing. It prepares students for university-level studies in English or other disciplines and also readies students for the workforce by emphasizing reading, writing, and critical thinking skills.

**Career Opportunities**

A degree in English is a good gateway towards a career in teaching, law, technical writing, creative writing, editing/publishing, marketing, and any occupation requiring clear communication skills.

**Upon completion of this program, the student will be able to:**

- assess and comprehend texts on a literal level.
- analyze texts on thematic, rhetorical, metaphoric, and symbolic levels.
- synthesize multiple perspectives on a literary text.
- demonstrate an understanding of the social and historical context for a work of literature.
- produce and communicate clear and effective arguments and ideas.

**Required Program**

**Units**

ENGWR 300 College Composition (3) .....	3
or ENGWR 480 Honors College Composition (3)	
ENGWR 301 College Composition and Literature .....	3
ENGLT 320 American Literature .....	3
ENGLT 321 American Literature .....	3
ENGLT 310 English Literature.....	3
ENGLT 311 English Literature.....	3

A minimum of six (6) units from the following: .....

- ENGLT courses
- ENGCW courses,
- TA 310

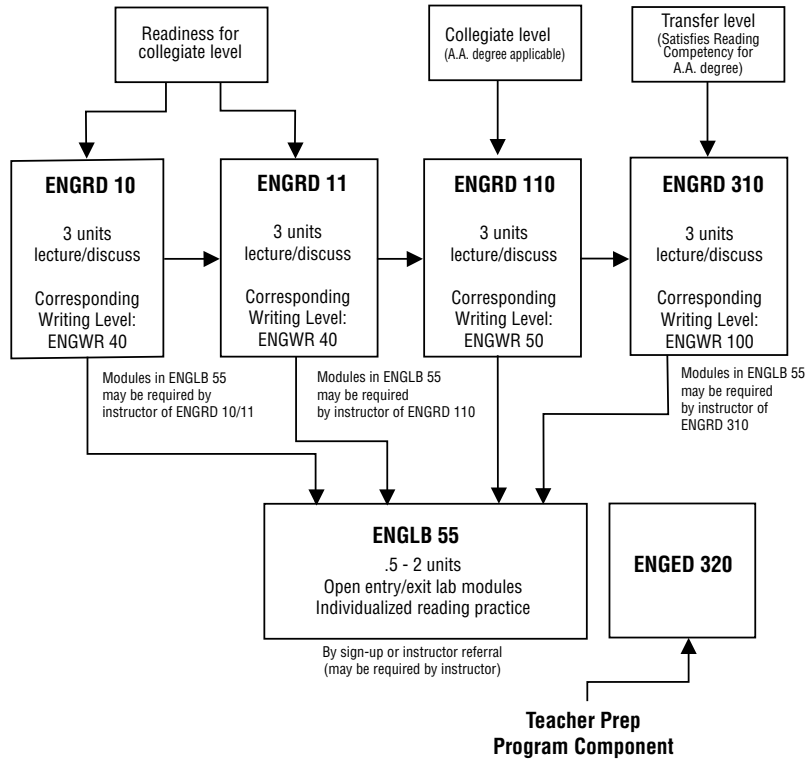
**Total Units Required** **24**

**Associate in Arts (A.A.) Degree**

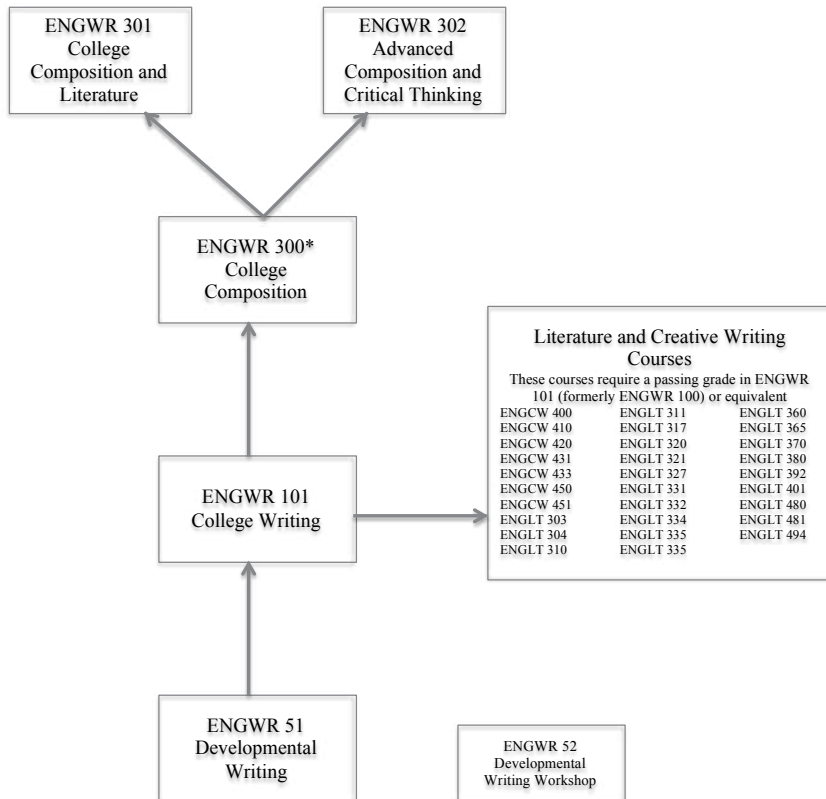
The Associate in Arts degree may be obtained by the completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

Sacramento City College provides reading and composition skills courses within three levels. Each is a distinct level of development and does not necessarily provide entrance to another.

## Reading Curriculum



## English Curriculum



\* Fulfills Written Expression Competency for associate degree



## English - Creative Writing (ENGCW)

### ENGCW 400 Creative Writing 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

The class emphasizes writing of poetry, short fiction, and autobiography. It includes analysis of student work by the instructor and class in a workshop atmosphere. Students explore their creativity through the medium of language and learn the techniques of poetry, fiction, and autobiography while also developing an appreciation of literature by creating it. Students will also learn and apply historical and aesthetic criticism throughout the creative process. This course may be taken twice for credit provided there is no duplication of topics.

### ENGCW 410 Fiction Writing Workshop 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is designed for students who wish to develop an appreciation for the literary art of fiction. The course will include workshops of student generated short stories and novel chapters. Through lecture, discussion, assigned reading, and in-class writing exercises, students will examine critically the elements of literary creation and develop criteria of aesthetic judgment. Students will keep journals and prepare portfolios of their original fiction. This course may be taken twice for credit provided there is no duplication of topics.

### ENGCW 420 Poetry Writing Workshop 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This is a creative writing course for students who wish to concentrate on poetry writing. Through lecture, discussion, assigned reading, collaborative writing projects, and in-class writing exercises, students will examine literary devices in contemporary poetry and will practice revising and editing. The workshop format will focus on analysis of poetry written by students in the class. Students will prepare a portfolio of original work. This course may be taken twice for credit provided there is no duplication of topics.

### ENGCW 431 Autobiography Writing Workshop 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This is a creative writing workshop in autobiography and creative non-fiction. The class focuses on constructive, in-class analysis of personal essays written by students, as well as critical analysis of literary works in autobiography and creative non-fiction. Through lecture, discussion, collaborative writing, the study of texts that outline the criteria and traditions of autobiographical writing, out-of-class interviews, and in-class writing exercises, students will critically examine the elements of personal, ecological, multi-cultural, multi-generational, multi-disciplinary,

and mythological writing. Students will interview family members and other people of personal significance, keep a journal, and prepare a portfolio of completed work. This course may be taken twice for credit, provided there is no duplication of topics.

### ENGCW 433 Writing as a Healing Art 3 Units

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course emphasizes journal writing as a model for creative writing projects and as a vehicle for healing using the Amherst Writers and Artists method of journal writing. Students will write extensively in journals throughout the semester and then turn some of those writings into finished pieces of poetry, fiction, and creative nonfiction. Students will prepare a portfolio of original work. This course can be taken three times for credit, provided a different topic is taken.

### ENGCW 450 College Literary Magazine 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides instruction in techniques and experience in editing and structuring the college literary magazine, *Susurrus*. Students will select and edit manuscripts in the genres of poetry, short fiction, and creative non-fiction. This course may be taken two times for credit, provided the topics are not the same.

### ENGCW 451 College Literary Magazine: Production 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

The course provides experience in producing the college literary magazine, *Susurrus*, from selecting and editing manuscripts to actual formation of camera-ready final draft for publication. Discussions include text and art layout, possible CD-ROM and website applications. Students will plan and present a campus literary reading. This course may be taken two times for credit, provided the topics are not the same.

### ENGCW 495 Independent Studies in English-Creative Writing 1-3 Units

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

### ENGCW 499 Experimental Offering in English - Creative Writing .5-4 Units

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## English - Education (ENGED)

### ENGED 305 Structure of English 3 Units

*Prerequisite:* ENGWR 300 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course is a study of the structure of English grammar systems, especially as they relate to writing. It includes the study and practice of traditional and transformational grammar, standard usage, with emphasis on the relationship of grammar to writing (2000 word writing requirement); it also includes the study of the history of the English language and varied methods of language acquisition among the culturally diverse population in California schools. It is designed for those who plan to teach or who are especially interested in grammar as it relates to writing. ENGED 305 meets the CSU requirement for Liberal Studies and English majors.

### ENGED 320 Service Learning: Tutoring Elementary Students in Reading 3 Units

*Prerequisite:* ENGRD 110 with a grade of "C" or better; or placement through the assessment process.  
*Enrollment Limitation:* Students must show proof of a negative TB test and have background check and fingerprinting completed prior to beginning work in the schools.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course offers students an opportunity to learn and practice basic methods of tutoring elementary children in reading. Students will meet on campus for the first part of the semester to be trained and then will be assigned to an elementary school where they will have in-depth practice tutoring elementary children who are reading below grade level. This course can meet the field experience requirement for teacher preparation programs.

### ENGED 495 Independent Studies in English-Education 1-3 Units

*Prerequisite:* None  
*Course Transferable to CSU*  
*Hours:* 54 hours LAB  
 See Independent Studies

### ENGED 499 Experimental Offering in English - Education .5-4 Units

*Prerequisite:* None  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC  
 See Experimental Offerings

## English - Laboratory (ENGLB)

### ENGLB 55 Individualized Reading Skills .5-1 Unit

*Prerequisite:* None.  
*Hours:* 54 hours LAB

This course provides individualized, self-paced instruction of reading skills necessary for college success. Students meet with an instructor for diagnosis of reading needs, and an agreed upon prescription is then determined. Students are awarded units based on the successful completion of assigned work, required time, and conferences with their lab instructor. Each .5 unit requires 27 hours of lab time. Students may earn .5 to 1 unit per semester and repeat this course up to four times for credit. This lab class may be recommended by instructors of ENGRD 10, 11, 110, 310, and 312 for students needing additional skills work and may be added until the end of the tenth week. It will be graded on a Pass/No Pass basis.

### ENGLB 299 Experimental Offering in English-Laboratory .5-4 Units

*Prerequisite:* None  
*Hours:* 72 hours LEC  
 See Experimental Offerings

## English - Literature (ENGLT)

### ENGLT 303 Introduction to the Short Story 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is designed to introduce students to the art of the short story. It will provide a history of the short story and distinguishing characteristics of the genre. The emphasis will be on the connection between literature and the human experience. The purpose will be to help students develop an appreciation, understanding, and knowledge of literature.

### ENGLT 304 Introduction to Poetry 3 Units

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

Designed to introduce students to the art of poetry, ENGLT 304 includes analysis and appreciation of poems by a wide variety of traditional and contemporary poets. This course focuses on how to respond as a reader and how to help give poetry meaning in the light of one's accumulated feelings, interests, and ideas.

**ENGLT 310 English Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys significant works in the English language from Beowulf through the works of Alexander Pope. This course requires critical reading of poetry, novels, essays, and plays, as well as written analysis and significant research about these texts/authors. Students will also examine the historical and cultural environments in which the literature was created. Other works and writers include Sir Gawain and the Green Knight, Geoffrey Chaucer, Edmund Spenser, William Shakespeare, Christopher Marlowe, John Milton, John Donne, Renaissance lyric poets, Aphra Behn, and Jonathan Swift.

**ENGLT 311 English Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys significant works in the English language from Romanticism in the 18th Century to post colonialism in the 20th century. Students will read poetry, novels, plays, and nonfiction prose by a variety of authors, including Wordsworth, Coleridge, Blake, the Brownings, Tennyson, Dickens, Yeats, Joyce, Woolf, Ezekiel, and Walcott.

**ENGLT 317 The English Bible as Literature 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 and ESLR 320 with a grade of "C" or better; or placement through the assessment process

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to some of the literary forms found in the Bible: the poems, proverbs, short stories, wisdom literature, drama, epics, and epistles that are the bases of some of the most enduring symbols and allusions in the literature of the Western world. At the same time, it introduces them to the major Bible characters on whose lives these poems, short stories, wisdom literature, drama, epistles, and epics are centered. Additionally, the course traces the influence of the Bible on the works of selected authors. It is not a study of Jewish or Christian doctrine, nor is it a Bible study course.

**ENGLT 320 American Literature 3 Units**

*Prerequisite:* ENGWR 101 with a "C" or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys representative works in American literature from approximately 1493-1865. Readings and discussion will highlight the multicultural nature of American literature and society. Students will read a variety of stories, novels, autobiographical narratives, and poetry by such authors as Edgar Allan Poe, Nathaniel Hawthorne, Fredrick Douglass, Anne Bradstreet, Washington Irving, Harriet Jacobs, Herman Melville and Phillis Wheatley.

**ENGLT 321 American Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys representative works in American literature from approximately 1865 to the present. Readings and discussion will highlight the multicultural nature of American literature and society. Students will read a variety of stories, novels, plays and poetry by such authors as Mark Twain, Henry James, Kate Chopin, Ernest Hemingway, F. Scott Fitzgerald, Langston Hughes, Zora Neal Hurston, Black Elk, Richard Wright, Toni Morrison, Sandra Cisneros, and Maxine Hong Kingston.

**ENGLT 327 Literature of California 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the literature of California in the context of its ethnic, social, political, and geographical history. The course will examine a wide range of literature (fiction, non-fiction, poetry, memoirs, and essays) including but not limited to Native American legends, early California exploration accounts, prose and poetry from the California heartland, childhood memoirs, and more, with emphasis on what makes the California experience unique.

**ENGLT 331 African-American Literature (1730-1930) 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* LIBR 318 with a grade of "C" or better

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

ENGLT 331 is a study of major African-American authors and their literature from 1730 to 1930. This course includes critical reading of slave narratives, autobiographies, essays, novels, plays, short stories, poetry, and folklore. The course examines the cultural, political, and historical contexts for the readings and the connections between the literature and the experiences that inspired them. Some of the writers studied include Lucy Terry, Jupiter Hammon, Frederick Douglass, Phillis Wheatley, William Wells Brown, Frances Harper, Booker T. Washington, W. E. B. Dubois, Charles Chestnutt, Alain Locke, Zora Neale Hurston and many others. One field trip may be required.

**ENGLT 332 African-American Literature 3 Units  
(1930-Present)**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* LIBR 318 with a grade of "C" or better

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

ENGLT 332 is a study of major African-American authors and their literature from 1930 to the present. This course includes critical reading of essays, novels, plays, short stories, poetry, and folklore. The course also examines the cultural, historical, and political contexts for the literature. Some of the writers studied include Richard Wright, Ann Petry, Gwendolyn Brooks, Amiri Baraka, Owen Dodson, August Wilson, Rita Dove, J. California Cooper, Bebe Moore Campbell, Mari Evans, Ralph Ellison, Maya Angelou, Toni Morrison, Alice Walker and many others. One field trip may be required.

**ENGLT 334 Asian-American Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; CSU Area D3; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys fiction, drama, poetry, and memoirs written by Asian Americans. The course focuses on works written by Americans of Chinese, Filipino, Japanese, Korean, and Vietnamese descent but also includes the work of other Pan-Asian American writers. Students explore the ways in which the experience of being Asian in America has shaped the literature and examine the differences and similarities of these experiences across cultures, generations, and genders. Optional field trips may be included.

**ENGLT 335 Latino, Mexican-American, and Chicano Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* LIBR 318 with a grade of "C" or better.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys U.S. literature (prose, poetry, drama, creative non-fiction) authored by Latino, Mexican-American, and Chicano writers. Emphasizing the historical and cultural roots of this body of literature, the course examines the contested meanings of such concepts as: Latino, Mexican-American, and Chicano identity; the relationship between social/political activism and literary expression; immigration and the border; and gender relations and sexuality within the many Latino communities. Special attention will be paid to literary forms such as the corrido, the testimonio, and the Chicano theater movement. Knowledge of some Spanish is helpful, but not required. Optional field trips may be included.

**ENGLT 345 Mythologies of the World 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course offers a thematic and regional approach to mythos and legend from a variety of cultures, stressing the following types of stories: beginnings of the world, creation of living creatures, explanation of natural phenomena, relationships between gods and mortals, deeds of superhumans, the archetypal hero, and destruction, death and afterlife.

**ENGLT 346 Latin American Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to the literature of Latin America. The course is taught in English, and the texts will be read in translation. Beginning with pre-Columbian literature, the course examines the relationship of history and culture to literary production. Literary movements will be studied, for example, the Boom, the New Latin American Cinema, and magical realism. Major authors may include Nobel Prize winners Pablo Neruda, Gabriel Garcia Marquez, Rigoberta Menchu, and Octavio Paz. The course may examine both literary texts and films. Knowledge of some Spanish is helpful, but not required.

**ENGLT 360 Women in Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* LIBR318 with a grade of "C" or better

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys literature by and/or about women. It emphasizes American and British writers and the multicultural nature of the women's canon. Readings may include literature from any nation, culture, or historical period and focus on a comparative analysis of gender issues. Possible authors include Jane Austen, Charlotte Bronte, Virginia Woolfe, Harriet Jacobs, Zora Neale Hurston, Sylvia Plath, Flannery O'Conner, Maxine Hong Kingston, Sandra Cisneros, Leslie Marmon Silko, Toni Morrison, and others.

**ENGLT 365 Introduction to Gay, Lesbian, Bisexual and Transgender Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This class will survey representative literature concerning gay, lesbian, bisexual, and transgender (GLBT) themes and issues as written by or about GLBT people from ancient times to the present day. The comprehensive literary study includes analysis of significant historical and cultural influences.

**ENGLT 370 Children and Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of “C” or better; or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C2

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is a survey of the best literature, past and present, created for children, and of the criteria for selecting, evaluating, and discussing children’s literature. It includes discussion of the history of children’s literature and of current issues such as censorship, literacy, and multicultural diversity. This course is intended for prospective teachers, early childhood education (ECE) majors, librarians, and anyone who is or will be in frequent contact with children. It includes reading to children in a formal group situation.

**ENGLT 380 Introduction to Shakespeare 3 Units**

*Prerequisite:* ENGWR 101 with a grade of “C” or better; or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

“All the world’s a stage, and all the men and women merely players.”

This course will guide the student through interpretation of several of Shakespeare’s most popular plays and sonnets by taking a close look at his language, themes, and values to illustrate Shakespeare’s relevance in today’s world. By bringing their own perspectives to the texts, students will appreciate the vitality and universality of Shakespeare’s works.

**ENGLT 392 Science Fiction and Fantasy 3 Units**

*Prerequisite:* ENGWR 101 with a grade of “C” or better; or placement through the assessment process.

*Advisory:* LIBR 318 (<i>Library Research and Information Literacy</i>) with a grade of “C” or better.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to significant works in science fiction and fantasy literature. Students will explore connections between the literature and concerns about social, ethical, and scientific developments or trends. Authors may include Octavia Butler, William Gibson, Aldous Huxley, Ursula LeGuin, Neal Stephenson, J.R.R. Tolkien, and Kurt Vonnegut.

**ENGLT 400 Introduction to Film 3 Units**

*Same As:* TA 310

*Prerequisite:* ENGWR 51 and ENGRD 11 or ESLR 310 and ESLW 310 with grades of “C” or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course explores the artistic, business, and social elements of modern film. It examines the elements that go into making films: acting, directing, cinematography, writing, and editing. It investigates the techniques used to manipulate the audience into fear, laughter, and sadness and compares the commercial box office hit and “movie star” to enduring artistic films and actors. This class will view and analyze films to evaluate filmmaking techniques and the impact of films and the movie business on society. This course is cross-listed with TA 310. It may be taken only once for credit as TA 310 or as ENGLT 400, but not both.

**ENGLT 401 Women in Film and Literature 3 Units**

*Prerequisite:* ENGWR 101 with a grade of “C” or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

From its earliest days, Hollywood has played an important role in shaping and reflecting cultural assumptions, myths, and fears. This course examines the underlying messages about race and gender in Hollywood’s portrayal of women. The course also compares and contrasts representation of different groups of women, including minority and marginalized, in independent and experimental films. In addition to viewing a variety of film genres, the reading assignments include works of fiction, poetry, and essays from sociology, psychology, and critical theory.

**ENGLT 403 Film Adaptations 3 Units**

*Prerequisite:* ENGWR 51, ESLR 50, or ESLW 50 with a grade of “C” or better; or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C1; CSU Area C2; IGETC Area 3A; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the process, pitfalls, and successes of adapting literary, stage, and previous film material into films. The course will discuss faithful and unfaithful adaptations, reading the original texts and viewing the film with an awareness of their historical and cultural contexts. The course analyzes intention, creative distinctions, and the limits and strengths of each medium.

**ENGLT 404 Documentary Film Studies 3 Units**

*Prerequisite:* ENGWR 51 and ENGRD 11 or ESLR 310 and ESLW 310 with grades of “C” or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students view, discuss, and analyze documentary films. Students will learn about the history of documentary films, viewing several classics. The course develops a vocabulary of film terminology and helps students to be able view documentaries aesthetically as well as for their content. Documentaries are analyzed as artistic expressions that develop out of their historical and cultural contexts. Students will view and discuss foreign language documentaries, contemporary box office hits, and independent film documentaries.

**ENGLT 480 World Literature: Antiquity to the Early Modern World - Honors 3 Units**

*Prerequisite:* ENGWR 101 with a grade of “C” or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Enrollment Limitation:* Eligibility for the Honors Program.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a comparative study of works that have made important contributions to world literature. Students learn to recognize and explain developmental stages and important themes in representative works written from antiquity to the early modern period and to analyze literary expressions of values, ideas, and multicultural issues typical of major world cultures. An important purpose of the course is to examine significant aspects of culture, social experiences, and contributions of non-western cultures. The class is conducted as a seminar in which students give at least one oral presentation and write a minimum of 6,000 words, including at least one textual analysis and one research paper.

**ENGLT 481 World Literature: Seventeenth Century to Present - Honors 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B

*Enrollment Limitation:* Eligibility for the Honors Program.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a comparative study of works that have made important contributions to world literature. Students learn to recognize and explain developmental stages and important themes in representative works written from the seventeenth-century to the present and to analyze literary expressions of values, ideas, and multicultural issues typical of major world cultures. An important purpose of the course is to examine significant aspects of culture, social experiences, and contributions of non-western cultures. The class is conducted as a seminar in which students give at least one oral presentation and write a minimum of 6,000 words, including at least two textual analyses and one research paper.

**ENGLT 494 Topics in Literature 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is scheduled as needed under a title describing specific content. Students study the works of a significant writer or group of writers or of work on one theme, region, vocation, or human experience. Possible titles: Death in Literature, The Literature of the Occult, The Hero in Fiction, The Love Story, The Literature of War. This course is not recommended as a substitute for genre or survey courses. It may be taken twice for credit. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ENGLT 495 Independent Studies in Literature 1-3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

Independent study allows a student or small group of students to work directly with an instructor independent from a structured class or course. The instructor and student(s) typically develop a contract together, outlining the course of study. Variable units enable maximum flexibility in creating this course of study. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ENGLT 499 Experimental Offering in Literature .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**English - Reading (ENGRD)****ENGRD 10 Basic Reading Skill Development 3 Units**

*Prerequisite:* None.

*Hours:* 54 hours LEC

This course provides competency-based instruction for improving basic word attack, literal comprehension, vocabulary development, dictionary skills, and word parts. The course is graded A-F. Completion of modules in ENGLB 55 may be recommended by the instructor.

**ENGRD 11 Reading Skill Development 3 Units**

*Prerequisite:* ENGRD 10 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGWR 51 with a "C" or better

*Hours:* 54 hours LEC

This course provides competency and strategy-based instruction for improving skills basic to all reading. It involves intensive work with literal comprehension, beginning inferential comprehension, vocabulary development, and study skills, including practice with various kinds of reading materials. This course is graded A-F. Completion of ENGLB 55 may be recommended by the instructor.

**ENGRD 110 Comprehension Strategies and Vocabulary Development For College 3 Units**

*Prerequisite:* ENGRD 11 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGWR 51 with a grade of 'C' or better.

*Hours:* 54 hours LEC

This course is designed to develop efficient reading skills and strategies required of community college students. Areas of concentration include vocabulary development, literal and inferential comprehension skills, and study reading as applied to fiction, non-fiction, and textbooks. ENGLB 55 may be recommended by the instructor for students who need more reading skill practice.

**ENGRD 299 Experimental Offering in English-Reading .5-4 Units**

*Prerequisite:* None

*Hours:* 72 hours LEC

See Experimental Offerings

**ENGRD 310 Critical Reading as Critical Thinking 3 Units**

*Prerequisite:* ENGRD 110 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGWR51 and LIBR318 with grades of "C" or better  
*General Education:* AA/AS Area II(b); AA/AS Reading Competency; CSU Area A3

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course covers theory and practice of advanced critical reading skills and strategies needed for college-level texts with emphasis on the following: critical and analytical evaluation of printed material, vocabulary development, proficient comprehension skills, development of efficient and flexible reading, and application in textbook and nonfiction reading. One or more additional hours per week in the Reading Lab may be recommended.

**ENGRD 312 Academic Textbook Reading 3 Units**

*Prerequisite:* ENGRD 110 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Reading Competency

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to refine students' ability to read, understand, and respond to textbooks in vocational courses such as nursing, aeronautics, or cosmetology and in transfer-level courses such as business, geology, or psychology. Activities emphasize discipline-based vocabulary, reading strategies, critical thinking, interpretation of figures, facts, and data, and reading rates as they relate to academic success. Students may be recommended by the instructor to complete ENGLB 55.

**ENGRD 495 Independent Studies in English - Reading 1-3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 162 hours LAB

Independent study allows a student or small group of students to work directly with an instructor independent from a structured class or course. The instructor and student(s) typically develop a contract together, outlining the course of study. Variable units enable maximum flexibility in creating this course of study. This course may be taken four times for credit providing there is no duplication of topics.

**ENGRD 499 Experimental Offering in English - Reading .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

See Experimental Offerings

**English - Writing (ENGWR)****ENGWR 51 Developmental Writing 4 Units**

*Prerequisite:* None.

*Hours:* 72 hours LEC

This course focuses on basic writing skills, emphasizing the connection between writing and reading. It offers individualized and group instruction for students who need to improve their ability to write increasingly complex and varied short essays. Each student writes a minimum of 4,000 words divided into at least five essays (at least three of which will be written entirely in class and some of which may be in response to readings). The course includes principles of basic grammar, effective sentence structure, paragraph development, and analysis of and response to reading. Students will read at least one book-length work.

**ENGWR 52 Developmental Writing Workshop 1 Unit**

*Prerequisite:* None.

*Corequisite:* ENGWR 51

*Enrollment Limitation:* The course is limited to students who are repeating ENGWR 51.

*Hours:* 18 hours LEC

This basic writing course is required for students who are repeating ENGWR 51; students should be concurrently enrolled in ENGWR 51. Students will write, revise, and edit drafts (three of which will from their concurrent ENGWR 51 class) for a minimum total of 1,500 words divided among at least six assignments. The course includes principles of basic grammar, spelling, capitalization, punctuation, and sentence structure. This course is graded Pass/No Pass.

**ENGWR 101 College Writing 4 Units**

*Prerequisite:* ENGWR 51 with a grade of "C" or better; or placement through the assessment process.

*Advisory:* ENGLB 55 with a grade of "P" and ENGRD 110 with a grade of "C" or better

*Hours:* 72 hours LEC

This writing course uses individual and group instruction to help students improve critical thinking and writing skills. Students will be assigned a minimum of 6,000 words including at least two in-class midterms and a departmental final exam. Writing assignments are often based on analysis of readings. The course prepares students for college composition. Formerly known as ENGWR 100.

**ENGWR 157 University Preparatory Writing 3 Units**

*Prerequisite:* None.

*Hours:* 54 hours LEC

This writing course uses individual and group instruction to help students improve critical thinking and writing skills. Each student writes 6,000 words (approximately eight essays), including at least two in-class essays and one in-class final exam. Writing assignments are largely based on analysis of readings. This course prepares students for university-level writing courses.

**ENGWR 299 Experimental Offering in English-Writing .5-4 Units**

*Prerequisite:* None

*Hours:* 72 hours LEC

See Experimental Offerings

**ENGWR 300 College Composition 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.; or placement through the SCC assessment process.

*Advisory:* LIBR 318; Concurrent enrollment in ENGWR 59; completion of ENGRD 310 with a grade of "C" or better.

*General Education:* AA/AS Area II(a); AA/AS Writing Competency; CSU Area A2; IGETC Area 1A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This writing course emphasizes reading, writing, and critical thinking skills that are essential for successful completion of a four-year college program. Students write a minimum of 6,500 words divided among 6-8 essays, including at least one research paper and one inclass essay. This course satisfies the writing competency requirement for graduation.

**ENGWR 301 College Composition and Literature 3 Units**

*Prerequisite:* ENGWR 300 with a grade of "C" or better  
*General Education:* AA/AS Area II(a); AA/AS Area I; CSU Area A3; IGETC Area 1B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

ENGWR 301 is an introduction to critical thinking and writing about work in the four major genres of literature: poetry, drama, short story, and novel. In the course, students: 1) further their study and practice in analytical reading and writing; 2) cover principles of logic such as inductive and deductive reasoning, recognizing logical fallacies, and suspending judgment; 3) learn to apply the conventions of literary criticism and to analyze, interpret, and explicate literary works. Students are required to write a minimum of 6,000 words presenting reasoned arguments of literary texts.

**ENGWR 302 Advanced Composition and Critical Thinking 3 Units**

*Prerequisite:* ENGWR 300 or 480 with a grade of "C" or better  
*Advisory:* LIBR 318  
*General Education:* AA/AS Area II(b); AA/AS Area II(a); CSU Area A3; IGETC Area 1B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course develops composition skills at the advanced level as well as analytical skills through writing, reading, and discussion. It examines methods by which people are persuaded to think, believe, and/or act. It also includes analyzing arguments or expressions of opinions for their validity and soundness and evaluating outside sources. Finally, it focuses on critically assessing, developing, supporting, and effectively expressing opinions on issues. It emphasizes thinking clearly and organizing thought carefully in writing by using principles of logic. This course includes writing a minimum of 6,500 words.

**ENGWR 330 Writing for Publication 3 Units**

*Same As:* JOUR 340  
*Prerequisite:* None.  
*Advisory:* ENGWR 300 with a grade of "C" or better or placement through the assessment process.  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This is an introductory course in writing nonfiction for publication. Emphasis will be on developing a saleable article for magazines, newspapers, or online media sources; finding ideas; analyzing publications; writing a query letter; researching and interviewing; and organizing, writing, and illustrating an article. Credit may be awarded for ENGWR 330 or JOUR 340, but not for both.

**ENGWR 384 Mass Media and Society 3 Units**

*Same As:* COMM 351 and JOUR 310  
*Prerequisite:* None.  
*Advisory:* ENGWR 101 or ESLW 320 with a "C" or better.  
*General Education:* AA/AS Area V(b); CSU Area D4; IGETC Area 4G  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This is an interdisciplinary course exploring aspects of communication and the impact of mass media on the individual and society. The survey includes basic communication models, books, magazines, newspapers, recordings, movies, radio, television, advertising, public relations, the Internet, theories of communication, relationships between mass media and business and government, and processes and effects from a social science perspective. (Credit may be awarded for only one section of either COMM 351, ENGWR 384, or JOUR 310.)

**ENGWR 480 Honors College Composition 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better, or placement through the assessment process. Students must also be eligible for admission to the Honors Program.  
*General Education:* AA/AS Area II(a); AA/AS Writing Competency; CSU Area A2; IGETC Area 1A  
*Enrollment Limitation:* Eligibility for the Honors Program.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course offers the honors student a challenging course that will develop skills in composition and critical thinking. Students will analyze essays exhibiting a variety of structures and styles, and write a minimum of 8,500 words divided among at least five essays. Students will write carefully reasoned, stylistically sophisticated, properly documented essays of varying lengths. Students also lead discussions, workshops rough drafts, and may collaborate on presentations or projects.

**ENGWR 482 Honors Advanced Composition and Critical Thinking 3 Units**

*Prerequisite:* ENGWR 300 or 480 with a grade of "C" or better  
*General Education:* AA/AS Area II(b); AA/AS Area II(a); CSU Area A3; IGETC Area 1B  
*Enrollment Limitation:* Eligibility for the Honors Program  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

ENGWR 482 is a course in critical reasoning, reading, and writing requiring a high level of competence in English composition. Complex texts (essay and book-length works) reflecting a variety of cultural, historical, and philosophical perspectives will be read, discussed, and analyzed. The course includes inductive and deductive reasoning, analysis of fallacious reasoning, and use of persuasive language. The minimum word requirement of 6,500 words will be divided among at least four formal essays, ranging from 1,000-3,000 words each, two of which will include primary and secondary research and MLA format. Several group and individual class presentations will be required.

**ENGWR 495 Independent Studies in English-Writing 1-3 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LAB

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**ENGWR 499 Experimental Offering in English - Writing .5-4 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

See Experimental Offerings. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.



ESL - English as a Second Language  
 ESLG - ESL-Grammar  
 ESLL - ESL-Listening Skills  
 ESLP - ESL-Pronunciation  
 ESLR - ESL-Reading  
 ESLW - ESL-Writing

Division of Language and Literature  
 Albert Garcia, Dean  
 Rodda South 226  
 916-558-2325

**ESL Assessment Requirement**

Students who speak a language other than English at home are strongly advised to complete the Sacramento City College ESL assessment process in order to place in the appropriate level of instruction.

**Success in ESL Courses**

The success of our students is of utmost importance to us at Sacramento City College. For that reason, we strongly advise students to develop basic language skills: listening, speaking, reading, and writing.

By listening and speaking, we mean understanding and remembering what you hear during lectures, and conversing and interacting successfully with native speakers of English.

By reading, we mean understanding and remembering what you read so that you will be able to learn the information in all of your textbooks.

By writing, we mean expressing your ideas correctly, punctuating accurately, using the grammar of standard written English, and organizing ideas into paragraphs and essays that are clear, unified, and coherent.

With a strong foundation in all language skills, your opportunities for success in college-level classes will be greatly increased.

**English as a Second Language (ESL)**

**ESL 40                      ESL Through Computer Technology                      4 Units**

*Prerequisite:* ESLL 30, ESLR 30, and ESLW 30 with grades of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESLL 40, ESLR 40, and ESLW 40 or other ESL courses at the appropriate level.

*Hours:* 72 hours LEC

The course is designed to introduce ESL students to essential vocabulary and language skills connected with computer usage. It includes use of student e-mail, the Sacramento City College web site, basic word processing, and the Internet. This course is offered as pass/no pass only.

**ESL 92                      ESL Center: Intermediate Independent Lab                      .5-1 Unit**

*Prerequisite:* None.

*Advisory:* Concurrent enrollment in at least one ESL course

*Hours:* 54 hours LAB

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers at the intermediate levels. This course can help students improve their writing skills at the sentence, paragraph, and essay level to succeed in ESL composition and other courses that require writing. This course can also help students who wish to do independent work in other skill areas. A variety of self-study materials are available on such topics as grammar, composition, reading, vocabulary, listening, pronunciation, study skills, and workplace skills to develop and reinforce the use of the English language. Students may register until the end of the ninth week of the semester if space allows. This course is pass/no pass and is not a substitute for other ESL courses. Students must complete 27 hours of work to earn 0.5 units of credit. Students may earn up to one unit per semester. This course may be taken a maximum of four times for credit, for a maximum of 4 units.

**ESL 93                      ESL Center: Advanced Independent Lab                      .5-1 Unit**

*Prerequisite:* ESLG 310, ESLR 310, or ESLW 310 with a grade of "C" or better, or placement in level 320 or above through the Sacramento City College assessment process

*Advisory:* Concurrent enrollment in at least one ESL course

*Hours:* 54 hours LAB

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers at the advanced levels. This course can help students improve their writing skills at the sentence, paragraph, and essay level to succeed in ESL composition and other courses that require writing. This course can also help students who wish to do independent work in other skill areas. A variety of self-study materials are available on such topics as grammar, composition, reading, vocabulary, listening, pronunciation, study skills, and workplace skills to develop and reinforce the use of the English language. Students may register until the end of the ninth week of the semester if space allows. This course is pass/no pass and is not a substitute for other ESL courses. Students must complete 27 hours of work to earn 0.5 units of credit. Students may earn up to one unit per semester. This course may be taken a maximum of four times for credit, for a maximum of 4 units.

**ESL 114 Career Communication Skills: Intermediate 4 Units**

*Prerequisite:* ESLL 91 with a grade of "P," ESLL 50 with a grade of "C" or better, and either ESLG 50 or ESLW 50 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 92.

*Hours:* 72 hours LEC

This course gives students the opportunity to develop oral communication skills needed for success in job-preparatory coursework, job searches, and career development. Students discuss cultural practices and learn functional language patterns applicable to various occupational and classroom situations. In addition, intensive work in pronunciation helps students communicate more effectively with instructors, classmates, supervisors, and co-workers.

**ESL 299 Experimental Offering in English as a Second Language .5-4 Units**

*Prerequisite:* None

*Hours:* 72 hours LEC

This is an experimental course offering designed to provide students with courses not normally offered by the ESL department. Course topics will be structured around new and emerging issues related to the field of ESL.

**ESL 324 Career Communication Skills: Advanced 4 Units**

*Prerequisite:* ESL 114 with a grade of "C" or better, OR completion of ESLG 310, ESLW 310, and ESLR 310 with grades of "C" or better; OR, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 93

*Course Transferable to CSU*

*Hours:* 72 hours LEC

This course offers students advanced work in improving oral communication skills needed for success in college coursework and career development. Students examine cultural contrasts and misconceptions while participating in activities designed to promote peer and self-evaluation in communicative situations. In addition, intensive work in pronunciation and practice with functional language patterns help students gain a mastery of spoken English that will lead to more effective communication with instructors, classmates, supervisors, and colleagues.

**ESL 495 Independent Studies in English as a Second Language 1-3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

An independent studies project involves an individual student or small group of students in study, research, or activities beyond the scope of regularly offered courses.

**ESL 499 Experimental Offering in English as a Second Language .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 36 hours LAB

This is an experimental course offering designed to provide students with courses not normally offered by the ESL department. Course topics will be structured around new and emerging issues related to the field of ESL.

**ESL - Grammar (ESLG)****ESLG 50 Intermediate-Mid Grammar 4 Units**

*Prerequisite:* ESLW 40 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 92, ESLL 50, ESLW 50, and ESLR 50, or other ESL courses at the appropriate level.

*Hours:* 72 hours LEC

This course concentrates on the fundamental grammatical structures of English at the Intermediate-Mid Level. Students will develop skill and accuracy in using these grammatical structures in appropriate contexts. Oral and written practice activities emphasize verb tenses and sentence structure.

**ESLG 310 Intermediate-High Grammar 4 Units**

*Prerequisite:* ESLG 50 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 92, ESLW 310, and ESLR 310, or other ESL courses at the appropriate level.

*Course Transferable to CSU*

*Hours:* 72 hours LEC

This course focuses on further practice of the forms, meanings, and usage of grammatical structures of English at the Intermediate-High level with an emphasis on verb usage. Students will continue to develop their skills and accuracy in using these grammatical structures in appropriate contexts. Both oral and written activities will focus on verb tenses, noun phrase formation, and time clauses.

**ESLG 320 Advanced-Low Grammar 4 Units**

*Prerequisite:* ESLG 310 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 93, ESLW 320, and ESLR 320, or other ESL courses at the appropriate level.

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course focuses on the forms and meanings of major structures used in writing at the Advanced-Low level with an emphasis on clause structure. Oral practice reinforces the structures studied. Students practice writing extensively, both in and out of class. Assignments emphasize sentence structure in the context of longer written work.

**ESLG 499 Experimental Offering in English as a Second Language - Grammar .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is an experimental course offering designed to provide students with courses not normally offered by the ESL department. Course topics will be structured around new and emerging issues related to the field of ESL.

## ESL Listening Skills (ESLL)

### ESLL 30 Novice-High Listening and Speaking 4 Units

*Prerequisite:* None.

*Advisory:* ESLR 30 and ESLW 30 or other ESL courses at the appropriate level, advise adult school before taking ESLL 30.

*Hours:* 72 hours LEC

This is a Novice-High course in listening comprehension and practical conversation for non-native English speakers who plan to take college courses. Students will gain information about U.S. culture and customs and build on their basic communication skills by exploring academic topics such as college life, education, employment, community issues, family, health, recreational activities, and geography. They will learn to recognize and use the sounds of English, stress, rhythm, and intonation patterns.

### ESLL 40 Intermediate-Low Listening and Speaking 4 Units

*Prerequisite:* ESLL 30 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Corequisite:* ESLL 90

*Advisory:* Concurrent enrollment in ESLW 40 and ESLR 40 or other ESL courses at the appropriate level.

*Hours:* 72 hours LEC

This course helps students at the Intermediate-Low Level develop the listening and speaking skills needed to succeed in college courses. Students will focus on developing phrases and sentences to communicate their ideas in familiar situations. The course includes group and individual listening and speaking activities, a review of American English sounds, and practice in stress, rhythm, and intonation.

### ESLL 50 Intermediate-Mid Listening and Speaking 4 Units

*Prerequisite:* ESLL 90 with a grade of "P" and ESLL 40 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Corequisite:* ESLL 91

*Advisory:* Concurrent enrollment in ESLG 50, ESLR 50, and ESLW 50 or other ESL courses at the appropriate level.

*Hours:* 72 hours LEC

This is a course to help students at the Intermediate-Mid level understand and be understood in both familiar and unfamiliar situations. Students will be introduced to academic listening and speaking activities, including note-taking skills, and will continue to work on pronunciation skills.

### ESLL 90 ESL Center: Intermediate-Low Listening Skills in ESL .5-1 Unit

*Prerequisite:* ESLL 30, ESLR 30, or ESLW 30 with a grade of "C" or better, or placement in level 40 or above through the Sacramento City College assessment process

*Advisory:* Concurrent enrollment in at least one ESL course

*Hours:* 54 hours LAB

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers. A variety of self-study materials and media are available on such topics as listening, pronunciation, and vocabulary. Coursework is designed to develop and reinforce English language skills at the intermediate-low level. The course is graded Pass/No Pass and is not a substitute for other English as a Second Language courses. Students must complete 27 hours of work to earn 0.5 units of credit. They may earn 0.5 to 1.0 units per semester and may take this course a maximum of four times for credit.

### ESLL 91 ESL Center: Intermediate-Mid Listening Skills in ESL .5-1 Unit

*Prerequisite:* ESLL 40, ESLR 40, or ESLW 40 with a grade of "C" or better, or placement in level 50 or above through the Sacramento City College assessment process

*Advisory:* Concurrent enrollment in at least one ESL course

*Hours:* 54 hours LAB

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers. A variety of self-study materials and media are available on such topics as listening, pronunciation, and vocabulary. Coursework is designed to develop and reinforce English language skills at the intermediate-mid level. The course is graded Pass/No Pass and is not a substitute for other English as a Second Language courses. Students must complete 27 hours of work to earn 0.5 units of credit. They may earn 0.5 to 1.0 units per semester and may take this course a maximum of four times for credit.

## ESL - Pronunciation (ESLP)

### ESLP 85 Pronunciation 2 Units

*Prerequisite:* ESLL 40 with a grade of "C" or better; or placement through the assessment process.

*Hours:* 36 hours LEC

This elective course is designed for students who need to improve their pronunciation. It offers intensive practice in the pronunciation and recognition of American English sounds. Students will practice American English intonation patterns, syllable number and stress, and sentence rhythm and stress. This course may be taken one time for credit.

## ESL - Reading (ESLR)

### ESLR 30 Novice-High Reading 4 Units

*Prerequisite:* None.

*Advisory:* ESLL 30 and ESLW 30 or other ESL courses at the appropriate level; advise adult school before taking ESLR 30.

*Hours:* 72 hours LEC

This course focuses on reading words, phrases, sentences, and paragraphs in short texts at the Novice-High level. Students will learn core vocabulary, spelling rules, phonetics, and grammar necessary to understand short readings.

**ESLR 40 Intermediate-Low Reading 4 Units**

*Prerequisite: ESLR 30 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.*

*Corequisite: ESLR 90*

*Advisory: Concurrent enrollment in ESLL 40 and ESLW 40, or other English as a Second Language courses at the appropriate level*  
*Hours: 72 hours LEC*

This course focuses on developing academic reading skills at the Intermediate-Low level with an emphasis on building vocabulary and literal comprehension and increasing fluency. Students will discuss and write about readings.

**ESLR 50 Intermediate-Mid Reading 4 Units**

*Prerequisite: ESLR 90 with a grade of "P" and ESLR 40 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.*

*Corequisite: ESLR 91*

*Advisory: ESLL 50, ESLW 50, ESLG 50, or other English as a Second Language courses at the appropriate level*  
*Hours: 72 hours LEC*

This course focuses on developing academic reading skills at the Intermediate-Mid level, with an emphasis on vocabulary expansion, literal comprehension, inference, and dictionary skills. Students will practice critical thinking skills to understand, analyze, discuss, and write responses to ideas expressed in readings.

**ESLR 90 ESL Center: Intermediate-Low Reading Skills in ESL .5-1 Unit**

*Prerequisite: ESLL 30, ESLR 30, or ESLW 30 with a grade of "C" or better or placement in level 40 or above through the Sacramento City College assessment process*

*Advisory: Concurrent enrollment in at least one ESL course*

*Hours: 54 hours LAB*

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers. A variety of self-study materials and media are available on such topics as reading, vocabulary, and study skills. Coursework is designed to develop and reinforce English language skills at the intermediate-low level. This course is graded Pass/No Pass and is not a substitute for other English as a Second Language courses. Students must complete 27 hours of work to earn 0.5 units of credit. They may earn 0.5 to 1.0 units per semester and may take this course a maximum of four times for credit.

**ESLR 91 ESL Center: Intermediate-Mid Reading Skills in ESL .5-1 Unit**

*Prerequisite: ESLL 40, ESLR 40, or ESLW 40 with a grade of "C" or better or placement in level 50 or above through the Sacramento City College assessment process*

*Advisory: Concurrent enrollment in at least one ESL course*

*Hours: 54 hours LAB*

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers. A variety of self-study materials and media are available on such topics as reading, vocabulary, and study skills. Coursework is designed to develop and reinforce English language skills at the intermediate-mid level. The course is graded Pass/No Pass and is not a substitute for other English as a Second Language courses. Students must complete 27 hours of work to earn 0.5 units of credit. They may earn 0.5 to 1.0 units per semester and may take this course a maximum of four times for credit.

**ESLR 92 ESL Center: Intermediate-High Reading Skills in ESL .5-1 Unit**

*Prerequisite: ESLL 50, ESLR 50, or ESLW 50 with a grade of "C" or better or placement in level 310 or above through the Sacramento City College assessment process*

*Advisory: Concurrent enrollment in at least one ESL course*

*Hours: 54 hours LAB*

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers. A variety of self-study materials and media are available on such topics as reading, vocabulary, and study skills. Coursework is designed to develop and reinforce English language skills at the intermediate-high level. The course is graded Pass/No Pass and is not a substitute for other English as a Second Language courses. Students must complete 27 hours of work to earn 0.5 units of credit. They may earn 0.5 to 1.0 units per semester and may take this course a maximum of four times for credit.

**ESLR 93 ESL Center: Advanced-Low Reading Skills in ESL .5-1 Unit**

*Prerequisite: ESLG 310, ESLR 310, or ESLW 310 with a grade of "C" or better or placement in level 320 or above through the Sacramento City College assessment process*

*Advisory: Concurrent enrollment in at least one ESL course*

*Hours: 54 hours LAB*

This course provides individualized, self-paced, and/or small group instruction to non-native English speakers. A variety of self-study materials and media are available on such topics as reading, vocabulary, and study skills. Coursework is designed to develop and reinforce English language skills at the advanced-low level. The course is graded Pass/No Pass and is not a substitute for other English as a Second Language courses. Students must complete 27 hours of work to earn 0.5 units of credit. They may earn 0.5 to 1.0 units per semester and may take this course a maximum of four times for credit.

**ESLR 310 Intermediate-High Reading 4 Units**

*Prerequisite: ESLR 91 with a grade of "P" and ESLR 50 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.*

*Corequisite: ESLR 92*

*Advisory: Concurrent enrollment in ESLG 310 and ESLW 310, or other ESL courses at the appropriate level.*

*Course Transferable to CSU*

*Hours: 72 hours LEC*

This course focuses on developing academic reading skills at the Intermediate-High level with an emphasis on speed, vocabulary expansion, and comprehension of ideas and introduces students to library use. Students will use critical thinking skills to understand, paraphrase, summarize, and respond orally and in writing to ideas expressed in fiction and non-fiction readings.

**ESLR 320      Advanced-Low Reading      4 Units**

*Prerequisite:* ESLR 92 with a grade of "P" and ESLR 310 and ESLW 50 with a grade of "C" or better; or for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Corequisite:* ESLR 93

*Advisory:* ESLG 320 and ESLW 320, or other ESL courses at the appropriate level.

*Course Transferable to CSU*

*Hours:* 72 hours LEC

This course focuses on refining academic reading skills at the Advanced-Low level with an emphasis on speed, vocabulary expansion, and analytical comprehension. Students will expand their skills in using the library to practice research. Students will use critical thinking skills to paraphrase, summarize, and synthesize readings. They will also do extensive discussion and writing based on critical analysis of readings.

**ESLR 340      Advanced Reading Skills Through Literature      4 Units**

*Prerequisite:* ESLR 93 with a grade of "P" and ESLR 320 and ESLW 310 with a grade of "C" or better; or for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* ESL 93, ESLW 340, or ESLW 341, or other ESL courses at the appropriate level

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; AA/AS Reading Competency

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course is designed to improve vocabulary and reading skills for the advanced ESL learner. Students will gain an appreciation of various forms of literature from a variety of cultural groups. Students will also examine the historical and cultural environments in which the literature was created. Reading selections include essays, poetry, drama, short stories and novels. This course emphasizes critical thinking and reading skills needed for academic performance: (1) vocabulary development, (2) analysis and comprehension skills, (3) flexibility of reading rate. The course also emphasizes the comparison and contrast of universal and metaphorical themes. This course fulfills the Reading Competency requirement for the A.A. and A.S. degrees.

**ESLR 499      Experimental Offering in English as a Second Language - Reading      .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is an experimental course offering designed to provide students with courses not normally offered by the ESL department. Course topics will be structured around new and emerging issues related to the field of ESL.

**ESL - Writing (ESLW)****ESLW 30      Novice-High Writing      4 Units**

*Prerequisite:* None.

*Advisory:* Concurrent enrollment in ESLR 30 and ESLL 30 or other ESL courses at the appropriate level. Advise adult school before taking ESLW 30.

*Hours:* 72 hours LEC

In this Novice-High writing course, students will learn simple sentences and paragraph structures. This course is an introduction to writing in English for non-native speakers who plan to take college courses.

**ESLW 40      Intermediate-Low Writing      4 Units**

*Prerequisite:* ESLW 30 with a grade of "C" or better; or for students not previously enrolled in ESL courses within the Los Rios district, placement through the Los Rios assessment process.

*Advisory:* Concurrent enrollment in ESL 92, ESLL 40 and ESLR 40, or other ESL courses at the appropriate level.

*Hours:* 72 hours LEC

In this course, students will learn to write multiple drafts of paragraphs with a clear beginning, middle, and end while developing correct sentence structure at the Intermediate-Low level. They will learn to use critical thinking skills and level-appropriate grammar in their writing.

**ESLW 50      Intermediate-Mid Writing      4 Units**

*Prerequisite:* ESLW 40 with a grade of "C" or better; or for students not previously enrolled in ESL courses within the Los Rios district, placement through the Los Rios assessment process.

*Advisory:* Concurrent enrollment in ESL 92, ESLL 50, ESLR 50, and ESLG 50, or other English as a Second Language courses at the appropriate level.

*Hours:* 72 hours LEC

This is a course for non-native English speakers at the Intermediate-Mid Level that focuses first on the development of paragraph writing in a variety of rhetorical modes through guided writing and practice. By the end of the semester, students will be writing multi-paragraph essays. Students will learn techniques essential to essay writing and continue to develop sentence structure skills.

**ESLW 85      Parts of Speech      2 Units**

*Prerequisite:* ESLW 40 and ESLR 40 with grades of "C" or better OR ENGWR 51 with a grade of "C" or better; OR, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Hours:* 36 hours LEC

This course covers the most important parts of speech in English. Students will learn to identify and use nouns, pronouns, adjectives, adverbs, verbs, prepositions, and conjunctions in basic sentences.

**ESLW 86      Spelling      2 Units**

*Prerequisite:* ESLW 40 and ESLR 40 with grades of "C" or better OR completion of ENGWR 51 with a grade of "C" or better; OR, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Hours:* 36 hours LEC

This course is designed for students who need to improve their spelling. It includes an introduction to the basic spelling rules and patterns of English. Students will also learn to recognize and differentiate homophones and to recognize and utilize common affixes and plurals. Students will develop competence in the ability to spell.

**ESLW 299      Experimental Offering in English as a Second Language-Writing      .5-4 Units**

*Prerequisite:* None

*Hours:* 72 hours LEC

This is an experimental course offering designed to provide students with courses not normally offered by the ESL department. Course topics will be structured around new and emerging issues related to the field of ESL.

**ESLW 310 Intermediate-High Writing 4 Units**

*Prerequisite:* ESLW 50 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 92, ESLG 310 and ESLR 310, or other ESL courses at the appropriate level

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

In this course, students at the High-Intermediate level will develop their ability to respond to a variety of essay assignments. They will use the writing process to produce developed, organized and unified essays. They will practice critical thinking skills through class discussion and written response to readings. They will refine their ability to control a range of grammatical structures.

**ESLW 320 Advanced-Low Writing 4 Units**

*Prerequisite:* ESLW 310 with a grade of "C" or better; or, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 93, ESLG 320, and ESLR 320, or other ESL courses at the appropriate level.

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

In this course, students will use critical thinking skills and the writing process to produce a variety of focused, developed, and organized essays at the Advanced-Low level. The course emphasizes the development of ideas in body paragraphs and the analysis and use of readings as a basis for ideas in essays. Sentence variety and the mechanics of English in the context of the essay are also covered in the course. Essays incorporate ideas and quotations from outside sources as well as personal experience.

**ESLW 340 Advanced Composition 4 Units**

*Prerequisite:* ESLG 320 and ESLW 320 with grades of "C" or better; or, for students not previously enrolled in ESL writing and grammar courses within the Los Rios district, placement through the SCC assessment process.

*Advisory:* Concurrent enrollment in ESL 93, ESLW 341 and ESLR 340, or other ESL courses at the appropriate level.

*General Education:* AA/AS Area II(a); AA/AS Writing Competency; CSU Area A2

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course emphasizes advanced writing and critical thinking skills that are essential for successful completion of a four-year college program. Writing assignments include expository and argumentative prose based on analysis of a variety of readings. Students write a minimum of 8,500 words divided among 6-8 essays, including one fully documented research paper and two to three in-class essays. This course satisfies the Writing Competency for AA/AS graduation requirement and the California State University General Education-Breadth requirements for Area A2 and may satisfy some required composition coursework at California State Universities.

**ESLW 341 Developing Editing Skills and Advanced Grammar Review for ESL Writers 2 Units**

*Prerequisite:* ESLG 320 with a grade of "C" or better and either ESL W 320 or higher with a grade of "C" or better or concurrent enrollment in ESLW 320 or higher; OR ENGWR 101 with a grade of "C" or better; OR concurrent enrollment in ENGWR 101; OR, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Course Transferable to CSU*

*Hours:* 36 hours LEC

This course is designed to increase awareness of common higher level ESL grammar errors typical to the composition process. Reading, writing, and editing assignments focus on improved analysis and the development of self-help strategies. Assignments focus on sentence structure and the English verb system. This course is most beneficial when taken concurrently with an advanced writing course. This course may be taken before or after ESLW 342. ESLW 341 may be taken for a letter grade or for credit/no credit grading.

**ESLW 342 Building Editing Skills and Advanced Grammar Review for ESL Writers 2 Units**

*Prerequisite:* ESLG 320 with a grade of "C" or better and either ESL W 320 or higher with a grade of "C" or better or concurrent enrollment in ESLW 320 or higher; OR ENGWR 101 with a grade of "C" or better; OR concurrent enrollment in ENGWR 101; OR, for students not previously enrolled in ESL courses within the Los Rios district, placement through the SCC assessment process.

*Course Transferable to CSU*

*Hours:* 36 hours LEC

This course is designed to increase awareness of common higher level ESL grammar errors typical to the composition process. Reading, writing, and editing assignments focus on improved analysis and the development of self-help strategies. Assignments focus on clarity, conciseness, and punctuation. This course is most beneficial when taken concurrently with an advanced writing course. This course may be taken before or after ESLW 341. ESLW 342 may be taken for a letter grade or for Pass/No Pass grading.

**ESLW 499 Experimental Offering in English as a Second Language - Writing .5-4 Units**

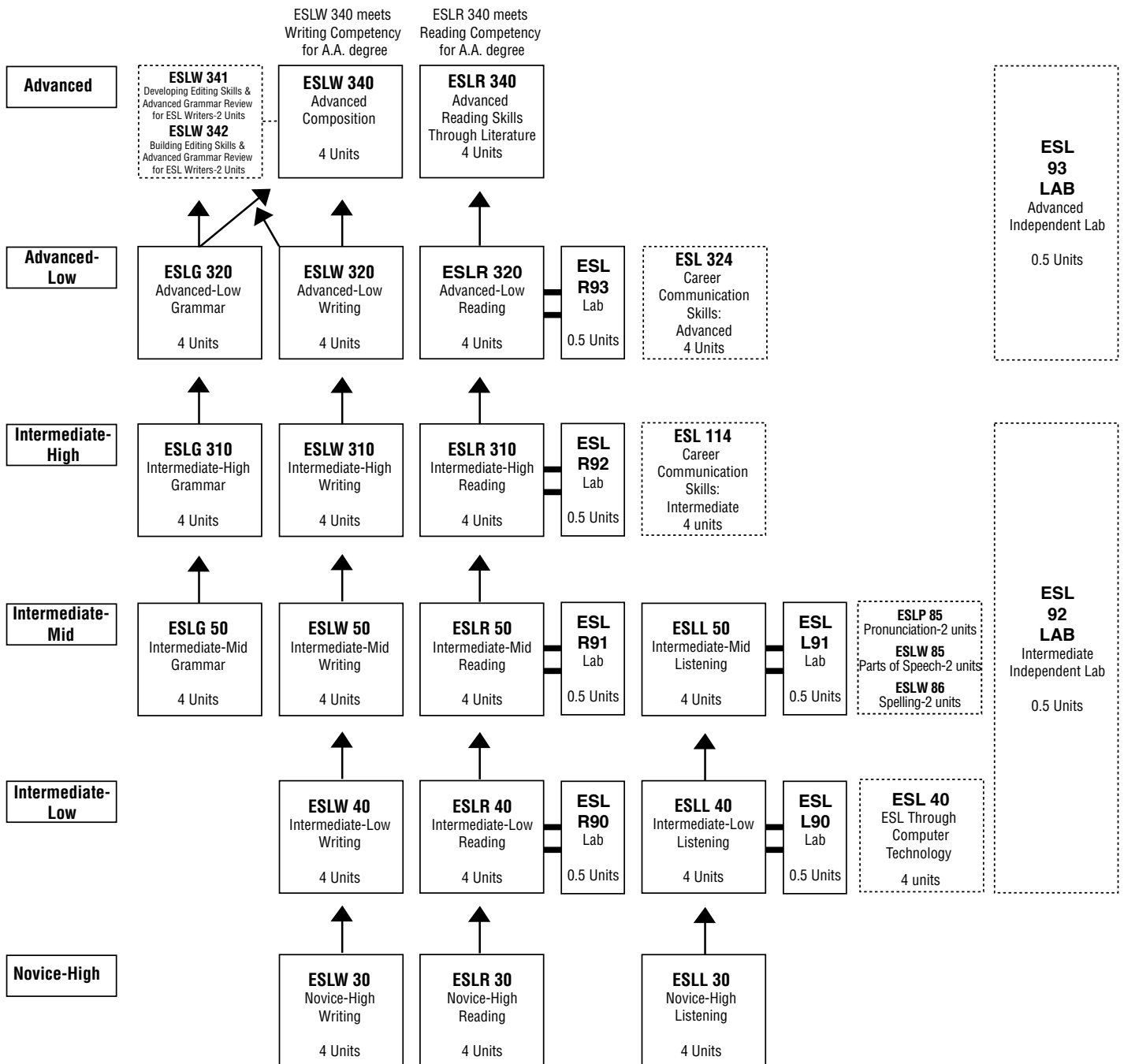
*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This is an experimental course offering designed to provide students with courses not normally offered by the ESL department. Course topics will be structured around new and emerging issues related to the field of ESL. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## English as a Second Language



1. Prerequisites are assessment at SCC or successful completion of the previous course only.
2. Prerequisites vary for Level 30, Labs, and Electives. *Please check prerequisites and corequisites carefully.*
3. ESLW 340 and ESLR 340 meet the Writing and Reading Competency requirements for the A.A. degree.
4. Courses numbered 300 and above are transferable. Check with a counselor about transfer requirements.
5. Elective courses are indicated by dotted lines and are open to students at the level indicated and all higher levels.

## Ethnic Studies

### Degrees:

- A.A. - Ethnic Studies, African-American Emphasis
- A.A. - Ethnic Studies, Asian-American Emphasis
- A.A. - Ethnic Studies, Mexican-American Emphasis
- A.A. - Ethnic Studies, Native-American Emphasis

### Division of Behavioral and Social Sciences

J. Frank Malaret, Dean  
Rodda North 226  
916-558-2401

## Ethnic Studies, African-American Emphasis

### Associate in Arts Degree

#### Career Opportunities

The Ethnic Studies program will prepare students who wish to transfer to an Ethnic Studies program at a four year institution. Ethnic Studies provides the student with various career opportunities such as equity officer, social worker, diversity director, ethnologist, human relations specialist, etc. The program will also give a background to students hoping to teach in primary, secondary, or post-secondary school programs.

Upon completion of this program, the student will be able to:

- demonstrate critical thinking, communication, and research skills relative to ethnic minorities in the United States.
- evaluate and discuss various interdisciplinary approaches to the study of ethnic minorities in the United States.
- analyze and discuss the social, political, economic, and cultural experience of ethnic minorities in the United States.
- demonstrate an understanding of African Americans as it relates to history, politics, social sciences, and the humanities.

#### Required Program

#### Units

SOCSC 300 Introduction to Ethnic Studies.....	3
A minimum of 15 units from the following: .....	15
SOCSC 320 Socio-Cultural, Economic and Political Experience of the African-American (3)	
ENGLT 331 African-American Literature (1730-1930) (3)	
ENGLT 332 African-American Literature (1930-Present) (3)	
HIST 320 History of the United States: African- American Emphasis (3)	
HIST 321 History of the United States: African-American Emphasis (3)	
HIST 344 Survey of California History: A Multicultural Perspective, (3)	
HIST 360 History of African Civilizations (3)	
<b>Total Units Required</b>	<b>18</b>

#### Suggested Electives

ARTH 328, 330; ANTH 310 or 481, 320, 341; PSYC 367; SOC 300 or 480, SOC 321

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Ethnic Studies, Asian-American Emphasis

### Associate in Arts Degree

#### Career Opportunities

The Ethnic Studies program will prepare students who wish to transfer to an Ethnic Studies program at a four year institution. Ethnic Studies provides the student with various career opportunities such as equity officer, social worker, diversity director, ethnologist, human relations specialist, etc. The program will also give a background to students hoping to teach in primary, secondary, or post-secondary school programs.

Upon completion of this program, the student will be able to:

- demonstrate critical thinking, communication, and research skills relative to ethnic minorities in the United States.
- evaluate and discuss various interdisciplinary approaches to the study of ethnic minorities in the United States.
- analyze and discuss the social, political, economic, and cultural experience of ethnic minorities in the United States.
- demonstrate an understanding of Asian Americans as it relates to history, politics, social sciences, and the humanities.

#### Required Program

#### Units

SOCSC 300 Introduction to Ethnic Studies .....	3
SOCSC 325 Asian Experience in America .....	3
HIST 344 Survey of California History: A Multicultural Perspective.....	3
HIST 364 Asian Civilization.....	3
HIST 365 Asian Civilization.....	3
ENGLT 334 Asian-American Literature .....	3
<b>Total Units Required</b>	<b>18</b>

#### Suggested Electives

ANTH 310 or 481, 317, 320, 341; ARTH 332; CANT 401, 402, 411, 412; JAPAN 401, 402, 411, 412; MAND 401, 402, 411, 412; PSYC 367; SOC 300 or 480, SOC 321; TGLG 401, 402; VIET 401, 402

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.



## Ethnic Studies, Mexican-American Emphasis

### Associate in Arts Degree

#### Career Opportunities

The Ethnic Studies program will prepare students who wish to transfer to an Ethnic Studies program at a four year institution. Ethnic Studies provides the student with various career opportunities such as equity officer, social worker, diversity director, ethnologist, human relations specialist, etc. The program will also give a background to students hoping to teach in primary, secondary, or post-secondary school programs.

#### Upon completion of this program, the student will be able to:

- demonstrate critical thinking, communication, and research skills relative to ethnic minorities in the United States.
- evaluate and discuss various interdisciplinary approaches to the study of ethnic minorities in the United States.
- analyze and discuss the social, political, economic, and cultural experience of ethnic minorities in the United States.
- demonstrate an understanding of Mexican Americans as it relates to history, politics, social sciences, and the humanities.

#### Required Program

#### Units

SOCSC 300 Introduction to Ethnic Studies.....	3
A minimum of 15 units from the following: .....	15
SOCSC 330 Mexican-Americans in the United States (3)	
SOCSC 332 The Sociology and Psychology of the Mexican-American (3)	
HIST 344 Survey of California History: A Multicultural Perspective (3)	
HIST 373 History of Mexico (3)	
ENGLT 335 Latino, Mexican-American, and Chicano Literature (3)	

#### Total Units Required

18

#### Suggested Electives

ARTH 324, ANTH 310 or 481, 320, 341; PSYC 367, SOC 300 or 480, 321; SPAN 401, 402, 411, 412

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Ethnic Studies, Native-American Emphasis

### Associate in Arts Degree

#### Career Opportunities

The Ethnic Studies program will prepare students who wish to transfer to an Ethnic Studies program at a four year institution. Ethnic Studies provides the student with various career opportunities such as equity officer, social worker, diversity director, ethnologist, human relations specialist, etc. The program will also give a background to students hoping to teach in primary, secondary, or post-secondary school programs.

#### Upon completion of this program, the student will be able to:

- demonstrate critical thinking, communication, and research skills relative to ethnic minorities in the United States.
- evaluate and discuss various interdisciplinary approaches to the study of ethnic minorities in the United States.
- analyze and discuss the social, political, economic, and cultural experience of ethnic minorities in the United States.
- demonstrate an understanding of Native Americans as it relates to history, politics, social sciences, and the humanities.

#### Required Program

#### Units

SOCSC 300, Introduction to Ethnic Studies.....	3
A minimum of 15 units from the following:.....	15
SOCSC 335 Introduction to Native-American Studies (3)	
SOCSC 336 Native-American Culture and the Impact of Federal Policy (3)	
HIST 310 History of the United States (3)	
HIST 344 Survey of California History: A Multicultural Perspective (3)	
ANTH 332 Native Peoples of California (3)	
ANTH 334 Native Peoples of North America (3)	

#### Total Units Required

18

#### Suggested Electives

ANTH 341, ARTH 324, PSYC 367, SOC 300 or 481, SOC 321

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Experimental Offering In (Subject)

### 299 Course Not Transferable

An Experimental Offering is a course that is offered on a trial basis. Refer to the Schedule of Classes for more specific offerings.

ACCT 299  
 AH 299  
 BIOL 299  
 BUSTEC 299  
 CHEM 299  
 CISC 299  
 CISN 299  
 CISW 299  
 COSM 299  
 DAST 299  
 DHYG 299  
 ECE 299  
 ECON 299  
 ENGLB 299  
 ENGRD 299  
 ENGWR 299  
 ESL 299  
 ESLW 299  
 ET 299  
 FASHN 299  
 FREN 299  
 GCOM 299  
 GERM 299  
 HCD 299  
 JAPAN 299  
 MAND 299  
 MATH 299  
 MET  
 MGMT 299  
 MTRCL 299  
 NURSE 299  
 OTA 299  
 PHOTO 299  
 PTA 299  
 RAILR 299  
 SPAN 299  
 VN 299

### 499 Course Transferable to CSU as elective units

Course Transferable to UC (see courses marked with an asterisk, 499\*): Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.

An Experimental Offering is a course that is offered on a trial basis. Refer to the Schedule of Classes for more specific offerings.

ACCT 499*	JOUR 499
ADAPT 499*	KINES 499*
ADMJ 499	LIBR 499
AERO 499	LIBT 499
AH 499	MAND 499*
ANTH 499*	MATH 499*
ART 499*	MET 499
ARTH 499*	MGMT 499
ASTR 499*	MKT 499
BIOL 499*	MUFHL 499*
BUS 499	MUIVI 499*
BUSTEC 499	MUP 499*
CANT 499*	MUSM 499
CHEM 499*	NURSE 499
CISA 499	NUTRI 499*
CISC 499*	PACT 499*
CISN 499	PHIL 499*
CISP 499*	PHOTO 499
CISW 499	PHYS 499*
COMDE 499	PNJABI 499*
COMM 499*	POLS 499*
DANCE 499*	PSYC 499*
ECE 499*	RE 499
ECON 499*	RECR 499
EDT 499	RUSS 499*
ENGR 499*	SGVT 499
ENGCW 499*	SILA 499*
ENGED 499	SOC 499*
ENGLT 499*	SOCSC 499*
ENGRD 499	SPAN 499*
ENGWR 499*	STAT 499*
ESL 499	SURVY 499
ESLG 499	TA 499*
ESLR 499	TGLG 499*
ESLW 499*	TMACT 499*
ET 499	VIET 499*
FARSI 499*	
FASHN 499*	
FCS 499*	
FITNS 499*	
FREN 499*	
GCOM 499*	
GEOG 499*	
GEOL 499*	
GERM 499*	
GERON 499*	
HCD 499*	
HEED 499*	
HIST 499*	
HSER 499	
HUM 499*	
IDES 499*	
JAPAN 499*	

**Degree:**

A.A. - Family and Consumer Science

**Division of Behavioral and Social Science**

J. Frank Malaret, Dean

Rodda North 226

916-558-2401

**Family and Consumer Science**

**Associate in Arts Degree**

**Program Information**

The Family and Consumer Science A.A. Degree curricula is designed to provide an occupational program of study for students interested in pursuing careers related to Child Development, Early Childhood Education, Family Studies, Fashion, Food Preparation, Instructional Assisting, Interior Design, Gerontology, Life Management, or Nutrition. Courses within the curriculum provide course work to meet state licensing requirements to work with individuals across the age span and provide part of the undergraduate requirements necessary for students wishing to transfer to a four-year institution. Selected courses provide students with lifelong learning skills. Students with A.A. degrees in Family and Consumer Science will have studied the relationship between the physical, social, emotional, and intellectual environment in and of the home and family and the development of individuals, including instruction in the natural and social sciences and humanities in the development of attitudes, knowledge, and ability pertaining to programs in fashion, interior design, life management, child development, family studies, and gerontology, and nutrition, foods, and culinary arts..

**Career Opportunities**

Opportunities for students with an A.A. Degree in Family and Consumer Sciences would include: Child Development/Resource and Referral Specialist, Early Intervention Assistant, Para-educator, Family Support Service Worker, Community Activity Planner, Community Services Worker, Recreation Specialist, Senior Supportive Services, Human Services Worker, Social Work Assistant, Family Services Worker, Life Skills Counselor, Physical Therapy Aide, Occupational Therapy Aide, Respiratory Therapy Aide, Community Support Worker, Mental Health Aide, Registry Coordinator, and Intergenerational Care Provider.

By careful selection of required and elective courses, students can develop a broad major or prepare themselves for advanced study leading to such careers as: Dietitian, Foods Consultant, Market Consultant, Clothing Designer, Family and Consumer Science Educator, Public Utility Field Representative, Interior Designer, Extension Service Advisor, Educator in Child Development and Family Relations, Consultant in Consumer Economics, Researcher in Textiles, Foods, Child Development, and Gerontology.

**Transfer Students**

Transfer Students: Students who plan to complete the Bachelor's degree in Family and Consumer Science or related fields at four-year institutions should consult the Requirements of Transfer Institutions section of this catalog and the related major sections of the catalog for the institution to which they wish to transfer. Consultation with the Family and Consumer Science faculty and with counselors is advised.

Students preparing for teaching credentials in Family and Consumer Science are advised to see a counselor for planning assistance and should read the Teacher Education section of this catalog (see Pre-Professional Programs and Liberal Arts Degree for Elementary Teaching).

**Upon completion of this program, the student will be able to:**

- integrate knowledge across a wide range of contexts in the area of Family and Consumer Science.
- locate, evaluate, and use information effectively.
- write with precision and clarity to express complex thought.
- read college-level materials with understanding and insight.
- maintain and transfer academic and technical skills to workplace.
- be life-long learners.
- demonstrate understanding of and tolerance for ethnic, religious, gender, age, and socioeconomic diversity.
- research and evaluate current trends related to content areas.

**Required Program**

**Units**

FCS 340 Nutrition (3).....	3
or NUTRI 300 Nutrition (3)	
or FCS 480 Nutrition Honors (3)	
FCS 344 Food Theory and Preparation (4).....	4
or NUTRI 330 Food Theory and Preparation (4)	
FASHN 320 Textiles .....	3
FASHN 310 Fashion Analysis/Clothing Selection.....	3
FASHN 351 Applied Apparel Studies /Intermediate Principles of Construction .....	3
FCS 320 Marriage and the Family (3) .....	3
or SOC 310 Marriage and the Family (3)	
FCS 314 The Child, the Family and the Community (3).....	3
or SOC 312 The Child, the Family and the Community (3)	
or ECE 314 The Child, the Family and the Community (3)	
FCS 330 Sociology of Aging (3) .....	3
or GERON 300 Sociology of Aging (3)	
or SOC 335 Sociology of Aging (3)	
IDES 300 Fundamentals of Interior Design .....	3
FCS 332 Psychology of Aging: Adult Development and Aging (3).....	3
or GERON 302 Psychology of Aging: Adult Development and Aging (3)	
or PSYC 374 Psychology of Aging: Adult Development and Aging (3)	
ECE 323 The Effective Parent-Teacher (3).....	3
or ECE 322 Promoting Children's Social Competence (3)	

**Total Units Required**

**34**

**Suggested Electives**

ECE 415 or FCS 346 or NUTRI 320; FCS 312 or ECE 312; FCS 324 or PSYC 370; FCS 342 or NUTRI 310; SOC 380, 382

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Family and Consumer Science (FCS)

### FCS 294 Topics in Family and Consumer Science .5-4 Units

*Prerequisite:* None.

*Hours:* 72 hours LEC

This course is designed to give the students an opportunity to study topics in Family and Consumer Science that are consumer or job oriented and not included in current course offerings. Topic courses may be taken four times up to a maximum of 16 units with no duplication of topics.

### FCS 295 Independent Studies in Family and Consumer Science 1-3 Units

*Prerequisite:* None

*Hours:* 54 hours LEC

See Independent Studies.

### FCS 304 Concepts in Personal Finance 3 Units

*Same As:* BUS 320

*Prerequisite:* None.

*Advisory:* ENGWR 51 or ESLW 50 with a grade of "C" or better.

*General Education:* AA/AS Area III(b); CSU Area E1

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to teach students to analyze their own finances. Elements and concepts of financial planning will be examined such as: budgeting, taxes, borrowing, money management, insurance, investments, and retirement. Students may receive credit for FCS 304 or BUS 320 but not for both.

### FCS 306 Family Law Issues 3 Units

*Same As:* ADMJ 326

*Prerequisite:* None.

*Advisory:* ENGWR 101 with grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is an introductory course that provides basic knowledge of both civil and criminal laws dealing with family and domestic issues. The course explores paternity suits, pre-nuptial agreements, divorce, child custody, child support, alimony, spousal abuse, restraining orders, child visitation violations, parental kidnapping, and numerous other domestic problems faced by the justice system and families. Students may receive credit for ADMJ 326 or FCS 306 but not for both.

### FCS 312 Child Development 3 Units

*Same As:* ECE 312

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and LIBR 318 with grades of "C" or better

*General Education:* AA/AS Area V(b); CSU Area D7; CSU Area D9; CSU Area E1; IGETC Area 4G; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is designed for students to study the growth and development of children from the prenatal stage through adolescence. For each stage of development, the physical, cognitive, linguistic, social-moral, and emotional aspects of development with attention to both typical as well as atypical development in each area is discussed. Included are the influences of culture, family, and the environment. The material on this course is designed as a foundation for teaching, nursing, early childhood education, and parenting. (Credit offered for ECE 312 or FCS 312, but not both.)

### FCS 314 The Child, the Family and the Community 3 Units

*Same As:* ECE 314 and SOC 312

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and FCS 312 or ECE 312; and LIBR 318 with grades of "C" or better

*General Education:* AA/AS Area V(b); AA/AS Area III(b); CSU Area D0; CSU Area D7; CSU Area E1; IGETC Area 4G; IGETC Area 4J

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an examination of the developing child in a societal context focusing on the interrelationship of family, school, and community and emphasizing historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. Influences on growth and development including media, social class, gender, sexual orientation, racial/ethnic groups, and their relationship to family behavior will be studied. Students will identify and evaluate personal family dynamics and consequences. (Students may receive credit for ECE 314, FCS 314, or SOC 312, maximum one course.)

### FCS 320 Marriage and the Family 3 Units

*Same As:* SOC 310

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area III(b); CSU Area D7; CSU Area E1; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the social, psychological, historical, and economic factors relating to changing family, courtship, marriage, and partnership patterns. This course will include examination and analysis of social constructions of childhood, adolescence, and early, middle, and late adulthood. Exploration of changing gender roles, courtship patterns, and parenting will also be included. Emphasis will be placed on diversity of families and family forms. (Credit may be awarded for either SOC 310 or FCS 320 but not both.)

### FCS 324 Human Development: A Life Span 3 Units

*Same As:* PSYC 370

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340; and ESL 114 with grades of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D9; CSU Area E1; IGETC Area 4G; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

Students will study the physical, cognitive, social, and emotional development of humans from conception through the life span. Emphasis will be placed on the theoretical and practical application of developmental principles. Topics include major developmental theories, conception and prenatal development, physical growth, health and development, language, learning, cognitive, and brain development, personality, morality, and emotional development, societal influences on development, and mental health and an introduction to death and bereavement. This is a foundation course for careers in the educational, social, psychological, and medical fields. (Students may receive credit for FCS 324 or PSYC 370, but not both.)

**FCS 326 Sex and Gender in the U.S. 3 Units**

Same As: SOC 341

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

General Education: AA/AS Area V(b); CSU Area D0; CSU Area D4; CSU Area E1; IGETC Area 4D; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course focuses on gender relations in American society. It examines historical, social, economic, political, and cultural forces in shaping gender identity, gender roles, and gender expectations. The goal of the course is to utilize sociological theories to explain gender experience as socially constructed rather than biologically determined. Specifically, the course examines the experience of people of diverse economic, racial, and ethnic origins within a historical and cross-cultural perspective. (Credit for FCS 326 or SOC 341.)

**FCS 330 Sociology of Aging 3 Units**

Same As: GERON 300 and SOC 335

Prerequisite: None.

Advisory: ENGRD 110 and ENGWR 101 or ESLR 340 and ESLW 340 and ESL 114; and FCS 324; and LIBR 318 with grades of "C" or better.

General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D0; CSU Area E1; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

In this course students will examine the aging process with emphasis on social factors affecting and affected by an aging population. The course includes an analysis of demographics, history of aging in America, social conditions, resources and support systems, employment, retirement, social class, and cultural differences. Students will be encouraged to reflect on their status in the sociology of aging process. (Credit awarded for FCS 330 or GERON 300 or SOC 335.)

**FCS 332 Psychology of Aging: Adult Development and Aging 3 Units**

Same As: GERON 302 and PSYC 374

Prerequisite: None.

Advisory: ENGRD 110 and ENGWR 101, OR ESLR 340 and ESLW 340 and ESL 114, and FCS 324/PSYC 370, and LIBR 318 with grades of "C" or better

General Education: AA/AS Area III(b); CSU Area D9; CSU Area E1; IGETC Area ; IGETC Area 4I

Course Transferable to UC/CSU

Hours: 54 hours LEC

Students will explore the description and explanation of the evolution of adult behavior over the life span. Topics include theoretical as well as practical approaches to understanding aging in terms of physical, cognitive, and socio-emotional development such as: the study of the nature and changes of capabilities, skills, feelings, emotions, and social behavior with age, aging stereotypes, social bonds, environmental factors, sexuality, physical health, mental health, death, and bereavement. (Credit for FCS 332 or PSYC 374 or GERON 302.)

**FCS 340 Nutrition 3 Units**

Same As: NUTRI 300

Prerequisite: None.

Advisory: ENGWR 52 and ENGRD 110; or ESLR 320 and ESLW 320 or ESL 114; and MATH 34; with grades of "C" or better.

General Education: AA/AS Area III(b); AA/AS Area IV; CSU Area E1

Course Transferable to UC/CSU

Hours: 54 hours LEC

Students will study the basic principles of nutrition, food sources, biologic functions of the nutrients in human physiology and all stages of the life cycle, energy metabolism, nutrition as a world problem, and consumer problems related to food. Course topics such as weight loss, sports nutrition, food safety, the diet-disease relationship, global nutrition, and analysis of special nutritional requirements and needs during the life cycle are emphasized. An evaluation of personal dietary habits using current dietary guidelines and nutritional assessment methods will also be completed to help students assess their own nutritional health. Credit will be awarded once for either NUTRI 480, FCS 480, FCS 340, or NUTRI 300.

**FCS 342 Cultural Foods of the World 3 Units**

Same As: NUTRI 310

Prerequisite: None.

Advisory: ENGWR 50 and ENGRD 110; or ESLR 320 and ESLR 320; and MATH 34 with grades of "C" or better

General Education: AA/AS Area VI

Course Transferable to UC/CSU

Hours: 54 hours LEC

Students will explore the typical food customs and meal patterns of various cultures throughout the world. Students will be introduced to the social, religious, economic, and aesthetic significance of these cultures and examine how geographical, agricultural, and socioeconomic factors influence their nutritional status. Students will also explore the preparation and evaluation of the food products. Credit may be awarded for FCS 342 or NUTRI 310, but not both.

**FCS 344 Food Theory and Preparation 4 Units**

Same As: NUTRI 330

Prerequisite: None.

Advisory: ENGWR 52 and MATH 27 with grades of "C" or better.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC; 54 hours LAB

This course provides a comprehensive study of food ingredients and the basic principles and techniques involved in food preparation. Students will examine the factors that influence taste and the changes that occur in foods during preparation. In the laboratory, basic cooking skills and theory applications will be emphasized. Additionally, emphasis is placed on the reasons for recipe procedures and the prevention and/or correction of cooking failures. Credit may be awarded for FCS 344 or NUTRI 330, but not for both.

**FCS 346 Children's Health, Safety and Nutrition 3 Units**

*Same As: ECE 415 and NUTRI 320*

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and LIBR 318; and MATH 34; and ECE 410 or HEED 330; and FCS 312 or ECE 312; and FCS 314 or ECE 314 or SOC 312; and NUTRI 300 with grades of "C" or better*

*General Education: AA/AS Area III(b); CSU Area E1*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

The key components that ensure the health, safety, and nutrition of both children and staff will be identified along with the importance of collaboration with families and health professionals. Students will be introduced to early childhood curriculum, regulations, standards, policies, and procedures related to child health, safety, and nutrition. Course emphasis is placed on integrating and maintaining the optimal health, safety, and nutritional concepts in everyday planning and program development for all children. Projects related to health, safety, and nutrition education as well as optional field trips may be included as part of the curriculum. (Students may receive credit for only one of the following: ECE 415, FCS 346, or NUTRI 320.)

**FCS 480 Nutrition Honors 3 Units**

*Same As: NUTRI 480*

*Prerequisite: None.*

*General Education: AA/AS Area III(b); AA/AS Area IV; CSU Area E1*

*Enrollment Limitation: Eligibility for the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This is an enriched study of nutrition for honors students. In this course, students will examine dietary nutrients and their physiological functions, and their relationship to chronic diseases. Current issues such as food safety, vegetarian diets, world hunger, trans-fats, and vitamin/mineral supplementation are examined. Students analyze and evaluate their diets and physical activities using diet analysis software. Scientific research methods are studied in journal articles for weekly discussions. Debates encourage critical thinking from opposing points of view. Students will research and present portions of the course material. This Honors section uses an intensive instructional methodology designed to challenge motivated students. Credit will be awarded once for either NUTRI 480, FCS 480, FCS 340, or NUTRI 300.

**FCS 495 Independent Studies in Family and Consumer Science 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**FCS 499 Experimental Offering in and Consumer Science .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Fashion-Applied Apparel Studies Interior Design

## FASHN IDES

### Degree:

A.A. - Custom Apparel Construction and Alterations

### Certificates of Achievement:

Applied Apparel Studies Construction  
Custom Apparel Construction and Alterations  
Fashion Design and Production

### Division of Behavioral and Social Science

J. Frank Malaret, Dean  
Rodda North 226  
916-558-2401

## Applied Apparel Studies Construction Certificate of Achievement

### Program Information

This certificate consists of four core Applied Apparel Studies courses. Textiles gives students an overview of appropriate fabrics to use for different applications. Premier Level Construction builds upon basic skills and adds fit, alteration, and construction of apparel. Intermediate Construction continues the understanding of fit, fabric selection, and detailed seaming techniques. Advanced Couture Construction lifts the skill level to an advanced placement. These four courses provide students the tools needed for entry-level jobs in multiple subject areas.

### Career Opportunities

This certificate prepares students for entry level jobs in the apparel industry and costume studios.

### Upon completion of this program, the student will be able to:

- identify names and characteristics of various fibers and weaves.
- choose appropriate fabrics for different project applications.
- layout, cut, fit, and build garments from commercial patterns.
- analyze, assess, and alter commercial patterns.

### Required Program

	Units
FASHN 320 Textiles .....	3
FASHN 350 Applied Apparel Studies/ Premier Level Construction .....	3
FASHN 351 Applied Apparel Studies/ Intermediate Principles of Construction .....	3
FASHN 352 Applied Apparel Studies/ Advanced Couture Construction .....	3

**Total Units Required** **12**

### Suggested Electives

ACCT 101, 301; ART 300, 320, 336; BUS 220, CISC 300, FASHN 352, 355, 360, 373, 394; MGMT 372, WEXP 298

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grade of "C" or better or equivalent.

## Custom Apparel Construction and Alterations Associate in Arts Degree

### Program Information

Students enrolled in this program will have developed advanced skills in apparel construction as well as custom techniques to repair, fit, and alter ready-to-wear clothing.

### Career Opportunities

Entry level jobs in this field can be found in dry-cleaning establishments, clothing stores, and department stores. This program can also prepare the student for self-employment. Other examples include, Alteration Specialist, Costume Designer, Museum Curator, Textile Restoration, Bridal Consultant, Entrepreneur, Design Room Assistant, First Pattern Maker, Grader, and Tailor.

### Upon completion of this program, the student will be able to:

- analyze and identify textile fibers, yarn fabrications, dyestuffs and finishes and how these relate to performance and serviceability of materials.
- apply the elements and principles of design as related to apparel for individuals in contemporary western fashion as compared to the influence of past fashion and other cultures.
- assemble apparel and interior design soft furnishing products applying techniques that meet the standards of quality construction for sewn products.
- integrate proper use, care, and maintenance of sewing machinery, equipment and notions.
- apply pattern and fabric selection to appropriate designs that develop required sewing skills.
- demonstrate the ability to make garment pieces fit each other and the body that wears them; adjust patterns to body measurements and contours.
- manipulate pattern blocks and develop style changes with the flat pattern method of designing first patterns from a designer's trade sketch for a targeted customer.
- exhibit on-the-job skills such as punctuality, working with people, negotiating, pricing, record keeping, communicating, resource development, and professional practices.
- analyze the fit of ready-to-wear and custom sewn garments and solve fitting problems, using industry methods and equipment.
- construct devices to apply the evaluation of fit problems and the ability to solve figure differences in the garment through fitting skills.
- manipulate fabrics on a dress form to create designs without the use of drafted patterns using a variety of fabrics and design concepts.

Required Program	Units
FASHN 310 Fashion Analysis/Clothing Selection.....	3
FASHN 320 Textiles .....	3
FASHN 351 Applied Apparel Studies / Intermediate Principles of Construction .....	3
FASHN 355 Traditional Tailoring (3).....	3
FASHN 360 Clothing Alterations.....	3
FASHN 364 Menswear Construction.....	3
FASHN 370 Pattern Adjustment and Fit .....	3
FASHN 368 Stretch II.....	3
FASHN 394 Apparel Entrepreneur.....	3
<b>Total Units Required</b>	<b>27</b>

**Suggested Electives**

FASHN 340, 355, 356, 376; ACCT 101, 301; ART 320; BUS 220; CISC 300; MGMT 372; WEXP 298

**Associate in Arts (A.A.) Degree**

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Custom Apparel Construction and Alterations  
Certificate of Achievement**

**Program Information**

Students enrolled in this program will have developed advanced skills in apparel construction as well as custom techniques to repair, fit, and alter ready-to-wear clothing.

**Career Opportunities**

Entry level jobs in this field may be found in dry-cleaning establishments, clothing stores, and department stores. This program can also prepare the student for self-employment.

**Upon completion of this program, the student will be able to:**

- analyze and identify textile fibers, yarn fabrications, dyestuffs and finishes and how these relate to performance and serviceability of materials.
- apply the elements and principles of design as related to apparel for individuals in contemporary western fashion as compared to the influence of past fashion and other cultures.
- assemble apparel and interior design soft furnishing products applying techniques that meet the standards of quality construction for sewn products.
- integrate proper use, care, and maintenance of sewing machinery, equipment and notions.
- apply pattern and fabric selection to appropriate designs that develop required sewing skills.
- demonstrate the ability to make garment pieces fit each other and the body that wears them; adjust patterns to body measurements and contours.
- manipulate pattern blocks and develop style changes with the flat pattern method of designing first patterns from a designer's trade sketch for a targeted customer.
- exhibit on-the-job skills such as punctuality, working with people, negotiating, pricing, record keeping, communicating, resource development, and professional practices.
- analyze the fit of ready-to-wear and custom sewn garments and solve fitting problems, using industry methods and equipment.
- construct devices to apply the evaluation of fit problems and the ability to solve figure differences in the garment through fitting skills.
- manipulate fabrics on a dress form to create designs without the use of drafted patterns using a variety of fabrics and design concepts.

Required Program	Units
FASHN 310 Fashion Analysis/Clothing Selection.....	3
FASHN 320 Textiles .....	3
FASHN 351 Applied Apparel Studies / Intermediate Principles of Construction .....	3
FASHN 352 Applied Apparel Studies / Advanced Couture .....	3
FASHN 355 Traditional Tailoring (3).....	3
FASHN 360 Clothing Alterations.....	3
FASHN 370 Pattern Adjustment and Fit .....	3
FASHN 394 Apparel Entrepreneur.....	3
<b>Total Units Required</b>	<b>24</b>

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent.

**Fashion Design and Production  
Certificate of Achievement**

**Program Information**

The Fashion curriculum is designed to provide a program of study for students interested in pursuing a career in Fashion: Merchandising, Design, Production, and Textiles. Selected courses provide students with lifelong learning knowledge and consumer skills. The Fashion Design and Production Certificate provides students with an option for a career or the requisite foundation for transfer to a four-year college or university.

**Career Opportunities**

Entry-level jobs in this field can be found in apparel production companies, apparel manufacturing plants, designer workrooms, custom sewing workrooms, and theatrical production. This program can also prepare a student for self-employment or entrepreneurship.

**Upon completion of this program, the student will be able to:**

- draw the clothed figure rendering the sketch in different styles, poses, and fabrications on developed croquis in different media emphasizing presentation techniques.
- assemble apparel and interior design soft furnishing products applying techniques that meet the standards of quality construction for sewn products.
- integrate proper use, care, and maintenance of sewing machinery, equipment, and notions.
- apply pattern and fabric selection to appropriate designs that develop required sewing skills.
- apply layout and cutting techniques, use of industrial machines, professional pressing techniques, quality control and production procedures, grading, sorting, and labeling.
- manipulate pattern blocks and develop style changes with the flat pattern method of designing first patterns from a designer's trade sketch for targeted customers.
- use garment industry terminology and procedures for the process of marker making, multiple layer lay up, and use of industrial cutting equipment.
- construct devices to apply the evaluation of fit problems and the ability to solve figure differences in the garment through fitting skills.
- manipulate fabrics on a dress form to create designs without the use of drafted patterns using a variety of fabrics and design concepts.
- study and apply the elements and principles of design as related to apparel for individuals in contemporary western fashion as compared to the influence of past fashions and other cultures.
- analyze and identify textile fibers, yarn fabrications, dyestuffs, and finishes and how they relate to performance and serviceability of materials.



## Fashion (FASHN)

- survey the evolution of apparel styles through history and explore the relationship of recurring style trends to contemporary fashions including sociological, technological, economic, and political factors.
- use microcomputers and Computer Aided Design (CAD) software for the apparel design processes used by manufacturers.
- develop basic patterns and sloper blocks utilizing standard and custom body measurements.
- demonstrate personal management skills such as planning, time management, coping with anxiety, and the ability to work cooperatively with others.

Required Program	Units
FASHN 141 Fashion Illustration Portfolio .....	2
FASHN 150 Fundamentals of Sewing/Beginning Sewing.....	3
FASHN 310 Fashion Analysis/Clothing Selection.....	3
FASHN 312 Fashion for Film, Television, & Stage .....	3
FASHN 320 Textiles .....	3
FASHN 330 History of Western World Fashion.....	3
FASHN 340 Apparel & Fashion Illustration .....	3
FASHN 351 Applied Apparel Studies / Intermediate Principles of Construction .....	3
FASHN 372 Pattern Making and Design .....	3
FASHN 373 Pattern Drafting .....	3
<b>Total Units Required</b>	<b>29</b>

**Suggested Electives**

ART 320, BUS 105, 220; FASHN 352, 355, 360, 370; WEXP 298

**FASHN 141 Fashion Illustration Portfolio 2 Units**

*Prerequisite:* FASHN 340 with a grade of "C" or better  
*Hours:* 18 hours LEC; 54 hours LAB

This course is intended for students who wish to present a portfolio of work in fashion design-related industries for the purpose of job interviews or admission to a four-year art/design school. Through lecture, demonstration, hands-on methods, and research into fashion history, students will improve and personalize their illustration and design style while gaining understanding of the aesthetics, organization, and physical preparation in creating a portfolio of work. Topics include fashion history, portfolio mediums, mounting and presentation, self-promotion, resumes, pursuing a job or school transfer, and interviewing for a creative position. The cost per student to participate is \$30-\$50.

**FASHN 150 Fundamentals of Sewing/Beginning Sewing 3 Units**

*Prerequisite:* None.  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and LIBR 318; and MATH 34 with grades of "C" or better.

*Hours:* 36 hours LEC; 54 hours LAB

This course covers the basic techniques for construction of men's, women's, and children's clothing and home accessories. Students will learn about materials and sewing supplies selection, sewing machine operation, and reading pattern instructions. Simple construction techniques are included along with the use and understanding of a sew-thru 1/8" grid ruler, tape measure, and yardstick. Students will calculate and recognize measurements for the purpose of purchasing fabric. This course is designed for the student with little or no previous sewing experience. Students will be advised to purchase sample kits from the SCC College Store. The cost per student to participate is approximately \$30-\$50. One field trip to a fabric store may be required. A substitute activity will be provided for students who cannot attend the field trip.

**FASHN 157 Apparel & Fashion Accessories 1 Unit**

*Prerequisite:* None.  
*Hours:* 12 hours LEC; 18 hours LAB

Apparel and fashion garments are not complete without accessories. The topics covered in these skill courses will give the student the understanding of when, where, why, and how accessories are used and constructed. This course may be taken three times for credit provided there is no duplication of topics. The cost per student to participate in this course is approximately \$30-\$80.

**FASHN 299 Experimental Offering in Fashion .5-4 Units**

*Prerequisite:* None  
*Hours:* 54 hours LEC; 36 hours LAB  
 See Experimental Offering

**FASHN 310 Fashion Analysis/Clothing Selection 3 Units**

*Prerequisite:* None.  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and LIBR 318 with grades of "C" or better.  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This is an introduction to the socio-psychological aspects of clothing within the U.S. culture. Clothing behaviors as viewed through economic and political influences on fashion, fashion terminology, and past and present fashion cycles, are contrasted with other contemporary cultures around the world. Essential theories of color perception and applied problems dealing with color interaction, line, design, and texture will be presented. Analysis of wardrobe planning, buying ready-to-wear, and care and maintenance of family clothing are included.

**FASHN 312 Fashion for Film, Television, & Stage 3 Units**

*Prerequisite:* None.  
*Advisory:* ENGRD 110 and ENGWR 101; or ESL 114, ESLR 320, and ESLW 320; FASHN 340, LIBR 318, and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course will expose a student to the procedures for research and understanding and creation of fashions for film, television, and stage. This course is a theory and practicum course. Students will create a sketchbook based on three areas of fashion/costume needs. Students will read a script for a film and research time periods, textiles, and styles to include in sketches of their design concepts. Students will examine budgets, organization, and production breakdowns for a television show. Students will also read a script for a theatre production and research the period and design concepts to include in a character study of the correct costume designs. The cost per student to participate will be approximately \$35-\$50.

**FASHN 320 Textiles 3 Units**

*Prerequisite:* None.  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and LIBR 318 with grades of "C" or better.

*Course Transferable to UC/CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This is a consumer-oriented introduction to textiles that includes study of the characteristics of fibers, yarns, and fabric construction, including weaves and fabric finishes. Information will be presented related to consumer satisfaction in selecting and caring for fabrics, apparel, furnishing, and other textile products in daily use. One optional field trip will be taken.

**FASHN 321 Wearable Art Studies 1 Unit**

*Prerequisite:* FASHN 150 with a grade of "C" or better or equivalent  
*Course Transferable to CSU*  
*Hours:* 12 hours LEC; 18 hours LAB

This collection of skill courses will give the student the opportunity to explore different surface manipulations of fabrics. Each skill will be created as a sample for use on garments throughout the Applied Apparel Studies program. The different fabric treatments that will be explored are: Piecing & Quilting, Applique & Felting, and Fabric Manipulation. This course may be taken three times for credit provided there is no duplication of topics. Students will choose and purchase their own materials from a list given at the start of class. The cost to participate per student is approximately \$40-\$65.

**FASHN 322 Embellishments 1 Unit**

*Prerequisite:* FASHN 150 with a grade of "C" or better or equivalent  
*Course Transferable to CSU*

*Hours:* 12 hours LEC; 18 hours LAB

This collection of skill topics will give the student the opportunity to explore surface embellishments. These skills will be used to create sample blocks to be used on garments in the Applied Apparel Studies program. The sets of courses that make up embellishments are Embroidery, Tassel and Closures, Ribbon Work, and Beading and Lace. This course may be taken four times for credit provided there is no duplication of topics. The cost to participate per student is approximately \$40-\$60.

**FASHN 323 Fabric Treatments 1 Unit**

*Prerequisite:* FASHN 150 with a grade of "C" or better or equivalent  
*Course Transferable to CSU*

*Hours:* 12 hours LEC; 18 hours LAB

This collection of skill topics will give students the opportunity to explore different fabric surface dyeing and painting. Each skill will be incorporated into apparel throughout the Applied Apparel program. The topics included are Fabric Dyeing, and Fabric Painting. This course may be taken twice for credit provided there is no duplication of topics. The cost to participate per student is approximately \$50-\$85.

**FASHN 330 History of Western World Fashion 3 Units**

*Prerequisite:* None.  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and LIBR 318 with grades of "C" or better.

*General Education:* AA/AS Area I; CSU Area C2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

Students will study dress in Western civilization from ancient times through the present. An interdisciplinary approach is used to examine how clothing communicates values displayed by the individual and functions as a reflection of trends in technology, political events, social ideals, and cultural developments in art and music. Emphasis will be placed on the evolution of apparel design and style through historic development. One field trip is required.

**FASHN 333 Fashion Textiles & History on the Global Stage 3 Units**

*Prerequisite:* FASHN 320, 330, 350, and 351 with grades of "C" or better

*Advisory:* ENGRD 110 and ENGWR 101; or ESL 114, ESLR 320, and ESLW 320; and LIBR 318 and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course, offered as a study abroad course, in World Class Fashion Centers such as: England, France, Italy, China, Japan, and Vietnam, surveys the history of fashion and textiles, period garments, and modern couture collections. The focus is to examine the historical expression of fashion, textiles, and style contained in works of renowned museums and couture collections. In England, the course focuses on two museums, The Victoria & Albert and The Bath. London also offers the Hand & Lock Embroidery School that showcases student work on a global scale. In France, the focus will be in Paris to explore couture collections of fashion houses. In Italy, the focus will be the artistic fashion expressions of textiles in the European fashion capitals of Milan and Florence. China, Japan, and Vietnam offer spectacular textiles and the Kyoto Collection of garments. Also, the students will produce notebooks based on their impressions of specific areas of travel. These notebooks will be incorporated into portfolios for use in employment and/or university reviews. The specific itinerary will be determined at travel time. The cost per student to participate in this course will depend on cost of travel at time of bookings.

**FASHN 335 Historic Costuming 3 Units**

Same As: TA 436

Prerequisite: None.

Advisory: ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320; FASHN 340, FASHN 150, LIBR 318, and MATH 34 with grades of "C" or better.

Course Transferable to UC/CSU

Hours: 36 hours LEC; 54 hours LAB

The impact of social, political, cultural, and economic issues on costume is explored from the cradle of civilization through modern times. Specific periods of fashion are researched to design and construct historically correct garments. Students will learn how to apply the principles of modern pattern making to various historical styles and use this knowledge to design and create historical costumes. The unique cut and construction of each historical period is covered, from undergarments to accessories, for each fashion period. Students will learn to create necessary adaptations to these garments for successful stage applications. One field trip is required. An alternative activity will be available if a student cannot attend the field trip. This course may be taken four times providing there is no duplication of topics. Credit may be earned for FASHN 335 or TA 436, but not for both courses. The cost per student to participate is approximately \$35-\$90.

**FASHN 340 Apparel & Fashion Illustration 3 Units**

Prerequisite: None.

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

In this course, the processes of a fashion designer, costume designer, and cutter /draper are explored. Through research, illustration, and rendering, the understanding of a garment emerges. Students will learn to draw the skeleton, muscles, and skin of the human body as a two-dimensional form. Students will also fine-tune their skills of dressing the form and completing the rendering and illustration in paint, color, and texture. Topics will include fabric interpretation, personal style, fashion design, period costume, and theatrical costume. Students will create a collection of illustrations for use in a professional portfolio. The cost for students to participate will be approximately \$25-\$50. This course was formerly FASHN 140

**FASHN 345 Flats and Specs 3 Units**

Prerequisite: FASHN 150 and 340 with grades of "C" or better

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course presents a comprehensive compilation of technical design principles necessary for current apparel manufacturing processes. Students will learn how to sketch and illustrate apparel in a flat perspective. Based on key measurements and specifications for garments, each illustration will become a tool for translating designs.

**FASHN 350 Applied Apparel Studies / Premier Level Construction 3 Units**

Prerequisite: FASHN 150 with a grade of "C" or better or equivalent

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course provides training in fitting garment muslins and making adjustments to paper patterns. The first section of the course will cover samples in seams, hems, zippers, and sleeve applications. The second section of the course will be concentrate on the proper use and understanding of serger machines. During the remainder of the course students will produce a garment utilizing samples from the notebook and the serger. This course will introduce the students to the care, maintenance, and working knowledge of an industrial sewing machine. One field trip is required. Students will be advised to purchase sample fabric kits from the SCC College Store, along with other student choices of patterns and materials purchased from local stores. The cost per student to participate will be approximately \$75-\$125.

**FASHN 351 Applied Apparel Studies / Intermediate Principles of Construction 3 Units**

Prerequisite: FASHN 150 or FASHN 350 with a grade of "C" or better or equivalent

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course presents intermediate apparel construction techniques, such as working with more complex pattern adjustments, patterns, notions, and fabrics. Comprehensive custom sewing techniques for men, women, and children will be applied to four student-made garments. The course will instruct the students on the care and working knowledge of an industrial sewing machine. The course may be taken one time. One field trip is required. The cost to participate per student is approximately \$70-\$100.

**FASHN 352 Applied Apparel Studies / Advanced Couture Construction 3 Units**

Prerequisite: FASHN 150 or FASHN 350 with a grade of "C" or better or equivalent

Advisory: FASHN 350, and/or 351 with a grade of "C" or better

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course covers apparel construction techniques applied to several challenging designs, that will be student-made using unusual and difficult fabrics. Couture construction techniques with applied details and finishes, usually found on more expensive garments, will be explored. The course will continue the instruction of the use and care of industrial sewing machines. The course may be taken two times for credit provided there is no duplication of topics. One field trip is required. Students will be advised to purchase a sample kit from the SCC College Store. The cost per student to participate is approximately \$70-\$100.

**FASHN 354 Building Corsets 3 Units**

Prerequisite: FASHN 150 and FASHN 350 with grades of "C" or better or equivalent

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course will enable a student to create a corset and a foundation garment needed for advanced garments. The student will learn to identify the appropriate corset fabrics, boning, and findings that are used in making corsets. Instruction will include layout, measuring, fitting, and construction of a basic corset. One field trip is required. An alternative activity will be available if a student cannot attend the field trip. The cost per student to participate will be approximately \$75-\$125.

**FASHN 355 Applications in Tailoring 3 Units**

Prerequisite: FASHN 351 with a grade of "C" or better or equivalent.

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

The course is designed for the advanced clothing construction student who wishes to increase knowledge and proficiency in the many aspects of traditional and contemporary tailoring. Instruction will include custom fitting, equipment, and garment components selection and steps in the very fine handwork details and techniques of traditional tailoring for men's or women's suits and coats. The course will also include speed construction techniques. One field trip may be required. The cost per student to participate is approximately \$40-\$125.

**FASHN 360 Clothing Alterations 3 Units**

*Prerequisite:* FASHN 150 with a grade of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course provides instruction in techniques for operating commercial sewing machines, pressing equipment, and sewing tools to perform the various sewing skills in making ready-to-wear alterations and repairs. The student will analyze properly and improperly fitted garments and predict and complete alterations necessary for women's, men's, and children's ready-to-wear garments. One field trip may be required. The cost per student to participate is approximately \$25-\$40.

**FASHN 361 Pants; Fit, Style and Construction 3 Units**

*Prerequisite:* FASHN 150 and FASHN 350 with grades of "C" or better or equivalent

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This apparel construction course focuses on selecting pants patterns and suitable fabrics. Through the process of pant evaluation and pattern adjustments, a base block pattern can be constructed. From this basic block, personal style variations can be fitted and constructed.

This course also covers variations for men's and women's pant styles and applications. The cost per student to participate is approximately \$75-\$120.

**FASHN 364 Menswear Construction 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

Men never looked so good! Students will study the skill needed to construct men's garments. Details will include measurements, pattern drafting, slopers, and blocks. In-depth treatments of patternmaking will cover casual to tailored apparel for the modern man. The cost per student to participate is \$45 to \$85.

**FASHN 366 Menswear Style 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course covers all aspects of men's clothing, from sportswear and casual to tailored clothing and formal wear. Design details such as size of lapel, width of pant legs, pockets, collars, and sleeves will be discussed. Practical style elements like the fit of a jacket, or the break in a pant hem will be covered in detail. How to dress a successful men's wear collection will be covered.

**FASHN 367 Stretch I 3 Units**

*Prerequisite:* FASHN 150 and 350 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course covers the essentials of stretch construction, including sizing, terms, and principles. Construction and fitting techniques will be used to draft a sloper block. Students will use industrial sewing and serger machines to construct loungewear, yoga outfits, body suits, leotards swimsuits, and other activewear. One field trip is required. Materials will cost approximately \$65-\$125 per student.

**FASHN 368 Stretch II 3 Units**

*Prerequisite:* FASHN 150, 350, and 351 with grades of "C" or better

*Advisory:* ENGRD 110, ENGWR 101, and MATH 34

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course covers stretch wear from advanced sports wear such as skating and athletic wear to lingerie and couture-construction. Students will explore apparel fashioned in silk jersey utilizing tricky construction techniques for collars, cuffs, and pockets. Fibers such as viscose and rayon jersey with an emphasis on bias construction will be explored. Students will construct garments utilizing industrial sewing and serger machines as well as in-class sergers. One field trip is required. The cost per student to participate in this course is approximately \$60-\$125.

**FASHN 370 Pattern Adjustment and Fit 3 Units**

*Prerequisite:* FASHN 351 with a grade of "C" or better or equivalent

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is a study of how to make patterns fit taking body and pattern measurements and their relationship to a variety of body fitting differences. Extensive pattern adjustment techniques will be demonstrated, practiced, and applied to a "basic" garment pattern, which will become a sloper for flat pattern design. Garment fitting techniques and refinements will be done through garment alterations on a fitting "muslin" of the "basic" garment. These alterations will be examined on the students and an industry standard apparel form. The course may be taken two times for credit provided there is no duplication of topics. The cost per student to participate is approximately \$40-\$65.00.

**FASHN 371 Draping Daywear 3 Units**

*Prerequisite:* FASHN 350 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This is an advanced creative course that provides students with another dimension of fabric manipulation. Draping is a skill that allows an idea to be explored on an industry standard apparel form. Students will drape several daywear garments on half scale and full-size apparel forms. One garment will be executed in fashion fabric. The cost to participate per student is approximately \$50-\$100.

**FASHN 372 Pattern Making and Design 3 Units**

*Prerequisite:* FASHN 351 with a grade of "C" or better, or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course offers an introduction to the flat pattern method of apparel design. Students will develop/refine a personal sloper from a commercial basic pattern. This sloper will be used to create various full size patterns and a student designed garment. Pattern making techniques will be perfected with 1/2 or 1/4 size patterns. Students will learn how to combine pattern design variations to create new designs. The course may be taken two times for credit providing there is no duplication of topics. The cost per student to participate will be approximately \$30-\$50.

**FASHN 373 Pattern Drafting 3 Units**

*Prerequisite:* FASHN 372 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course will include instructions on how to draft slopers using industry standard measurements to create basic blocks for woven fabrics. Using the basic blocks, students will develop first patterns for simple garment designs and construct sample garments to test fit on industry standard apparel forms. The cost per student to participate will be approximately \$50-\$100. This course may be taken two times for credit provided no topics are duplicated.

**FASHN 376 Advanced Design - Drafting, 3 Units**  
**Advanced Flat Pattern Techniques**  
**and Computer Aided Design**

*Prerequisite:* FASHN 372 with a grade of "C" or better

*Advisory:* CISC 300 with grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course will include instruction on how to draft basic pattern pieces from measurements, create advanced slopers for torsos, basic jackets, knits, and create advanced flat pattern design details. Students will be introduced to CAD, computer aided design. Everything that can be done by hand can be done on the computer including: drawing flats (fashion illustrations of garment designs), pattern measuring and adjustments, flat pattern design techniques, "digitizing-in" patterns, grading patterns, layout, marker making, and plotting pattern pieces. The course may be taken two times for credit provided there is no duplication of topics. The cost per student to participate is approximately \$35-\$60.

**FASHN 377 Draping Couture 3 Units**

*Prerequisite:* FASHN 150, 350, 351, 352, 371, and 372 with grades of "C" or better

*Advisory:* ENGRD 110, ENGWR 101, and MATH 34; with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course covers advanced draping skills found in the production of couture apparel. Bias contouring techniques will combine with advanced sequencing skills in specialty fabrics to produce a custom fitting garment. One field trip is required. The cost per student to participate in this course is approximately \$50-\$125.

**FASHN 394 Apparel Entrepreneur 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides essential business strategies for the fashion, costume, interior styling, staging, and production related fields. Students will explore necessary business practices and practical aspects of setting up and running their own apparel and interior businesses. Topics will include ethical practices, methods of compensation, client budgets, estimating costs, re-sale licenses, billing, marketing, and sales. Students will develop a model business plan to include business cards, advertising, and business identity. One field trip is required.

**FASHN 495 Independent Studies in Fashion 1-3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course will give students the opportunities to investigate specific topics more directly. This course may be taken four times for credit.

**FASHN 499 Experimental Offering in Fashion .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 36 hours LAB

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Interior Design (IDES)

**IDES 300 Fundamentals of Interior Design 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW320 or ESL 114; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This introductory survey course addresses various aspects of interior styling, staging, and production. It includes the study and application of design principles and elements; influences of historical, cultural, and functional design factors; the selection and arrangement of interior furnishings and materials; and an overview of career options in interior related fields.

**IDES 308 Styling and Staging, Residential 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course explores aspects of styling interior residential spaces and staging homes for resale. The course covers both interior and exterior spaces. Specific topics covered include successful curb appeal, de-cluttering and depersonalizing interior spaces, and creating a positive emotional experience for a prospective buyer.

**IDES 321 Textiles for Interior Styling, Staging, and Production 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110, ENGWR 101, and MATH 34; with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course covers textiles used in an interior environment. This is a consumer-oriented introduction to the study of fibers, textures, weaves, and finishes. The course also explores the appropriate selection, uses, and care of textiles in furnishings, bedding, table-top, and home accessories.

**IDES 322 Materials of Interior Design 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and IDES 300; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

The focus of this course is the materials used in interior design, their characteristics, sources, and applications. Students will study the design process, technology in the industry, aesthetics, furnishings, specifications of interior finish materials, and current issues in the field. The professional role of the interior designer in relation to that of the client, contractor, and consultants also will be examined. One field trip is required.

**IDES 401 Tabletop Production 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

Students will explore skills needed for tabletop accessory fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required to observe an interior design production facility.

**IDES 402      Soft Furnishings Fabrication -      3 Units**  
**Home Accessories**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* FASHN 351, IDES 300, and IDES 322 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

Students will gain skills needed for soft furnishing home accessory projects, such as table accessory, pillow, cushion, chair covering and bedding fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior styling, staging, and production industry. One field trip is required.

**IDES 402.1      Soft Furnishings Fabrication-      1 Unit**  
**Table Accessories**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and FASHN 153; and FASHN 320; and FASHN 351; and IDES 300; and IDES 322; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 12 hours LEC; 18 hours LAB

Students will be introduced to skills needed for table accessory fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required to observe an interior design production facility. This course may be taken twice for credit providing there is no duplication of topics.

**IDES 402.2      Soft Furnishings Fabrication -      1 Unit**  
**Pillows, Cushions, and Chair Coverings**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and FASHN 320; and FASHN 351; and IDES 300; and IDES 322; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 12 hours LEC; 18 hours LAB

Students will be introduced to skills needed for pillow, cushion, and chair-covering fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required to observe an interior design production facility. This course may be taken twice for credit providing there is no duplication of topics.

**IDES 402.3      Soft Furnishings Fabrication -      1 Unit**  
**Bedding**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and FASHN 320; and FASHN 351; and IDES 300; and IDES 322; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 12 hours LEC; 18 hours LAB

Students will be introduced to skills needed for bedding fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required to observe an interior design production facility. This course may be taken twice for credit providing there is no duplication of topics.

**IDES 403      Soft Furnishings Fabrication -      3 Units**  
**Window Treatments**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* FASHN 351, IDES 300, and IDES 322 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

Students will be introduced to skills needed for soft furnishings window treatment projects such as window shade, curtain, drapery, and window top treatment fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required.

**IDES 403.1      Soft Furnishings Fabrication -      1 Unit**  
**Window Shades**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and FASHN 153; and FASHN 320; and FASHN 351; and IDES 300; and IDES 322; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 12 hours LEC; 18 hours LAB

Students will be introduced to skills needed for window shade fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required to observe an interior design production facility. This course may be taken twice for credit providing there is no duplication of topics.

**IDES 403.2      Soft Furnishings Fabrication -      1 Unit**  
**Curtains and Draperies**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and FASHN 153; and FASHN 320; and FASHN 351; and IDES 300; and IDES 322; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 12 hours LEC; 18 hours LAB

Students will be introduced to skills needed for curtain and drapery fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required to observe an interior design production facility. This course may be taken twice for credit providing there is no duplication of topics.

**IDES 403.3      Soft Furnishings Fabrication -      1 Unit**  
**Window Top Treatments**

*Prerequisite:* FASHN 150 with a grade of "C" or better  
*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320 or ESL 114; and FASHN 153; and FASHN 320; and FASHN 351; and IDES 300; and IDES 322; and LIBR 318; and MATH 34 with grades of "C" or better.

*Course Transferable to CSU*  
*Hours:* 12 hours LEC; 18 hours LAB

Students will be introduced to skills needed for window top treatment fabrication. Students will create projects using the specialized tools, fabrics, and techniques used by professionals in the interior design industry. One field trip is required to observe an interior design production facility. This course may be taken twice for credit providing there is no duplication of topics.

**IDES 499      Experimental Offering in      .5-4 Units**  
**Interior Design**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Fine Arts

**Degree:**  
A.A. - Fine Arts

**Division of Humanities and Fine Arts**  
**Chris Iwata, Dean**  
**Performing Arts Center 137**  
**916-558-2551**

## Fine Arts

### Associate in Arts Degree

#### Program Information

This is an interdisciplinary program designed to provide a broad exposure to the arts. This program includes course in art, art history, the humanities, music, photography, and theatre arts. While a baccalaureate degree or higher degree is recommended for those seeking professional careers related to these fields, earning the Associate degree would demonstrate a commitment to the major.

#### Career Opportunities

Career opportunities in fine arts incorporate a variety of professional paths that address the creative process in education, business, or nonprofit organizations. These might include but are not limited to: galleries or museums, music industry, public arts instruction, and theatre management.

#### Upon completion of this program, the student will be able to:

- demonstrate an ability to express her/himself through one or more of the various fine arts represented in this program.
- recognize and identify major works in the fine arts represented by one or more of the various subjects in this program.
- demonstrate an understanding of the meanings and uses of one or more of the various fine arts represented in this program.
- demonstrate an understanding of the pluralism in the fine arts throughout history and in the contemporary world.

#### Required Program

A minimum of 24 units from the following: ..... 24  
Students must take courses from at least FIVE of the nine areas listed:

1. Art (ART)
2. Art History (ARTH)
3. Humanities (HUM)
4. Music Fundamentals, History & Literature (MUFHL)
5. Music Instrumental/Voice Instruction (MUIVI)
6. Music Performance (MUP)
7. Music Specializations in Music (MUSM)
8. Photography (PHOTO)
9. Theatre Arts (TA)

**Total Units Required**

**24**

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.



## Foreign Languages

Arabic - ARABIC  
Chinese - Cantonese-CANT/Mandarin-MAND  
Farsi - FARSI  
French - FREN  
German - GERM  
Greek - GREEK  
Italian - ITAL  
Japanese - JAPAN  
Korean - KOREAN  
Punjabi - PNJABI  
Russian - RUSS  
Spanish - SPAN  
Tagalog - TGLG  
Vietnamese - VIET

Division of Humanities and Fine Arts  
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### Arabic (ARABIC)

#### ARABIC 401 Elementary Arabic 5 Units

*Prerequisite:* None

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 90 hours LEC

This beginning course in Arabic emphasizes the development of listening, speaking, reading, and writing language skills; mastering the sound and writing systems of Arabic; understanding and using formulaic and functional phrases; using numbers; and mastering some basic morphological and syntactic features of the language.

#### ARABIC 402 Elementary Arabic 5 Units

*Prerequisite:* ARABIC 401 with a grade of "C" or better

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 90 hours LEC

This course allows students to further develop language skills in understanding, speaking, reading, and writing Arabic. Students will learn past and future tenses and how to express negation, expand vocabulary relating to people, places, objects, and professions; and learn to keep a written journal in Arabic. The emphasis is on communicating effectively in Arabic.

### Cantonese (CANT)

#### CANT 401 Elementary Cantonese 4 Units

*Prerequisite:* None

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This beginning course in Cantonese Chinese emphasizes pronunciation drill, sentence pattern analysis, and the development of language skills in listening, speaking, reading, and writing. Fundamentals of character reading and writing will be introduced. The course also provides an introduction to the culture of Cantonese speaking regions of the world.

#### CANT 402 Elementary Cantonese 4 Units

*Prerequisite:* CANT 401 with a grade of "C" or better; or two years of high school Cantonese with grades of "C" or better.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course is the continuation of CANT 401. Further acquisition of language skills in listening, speaking, reading, and writing will be emphasized. Basic character reading and writing will be introduced. Students will gain proficiency in understanding and speaking Cantonese in everyday situations.

#### CANT 411 Intermediate Cantonese 4 Units

*Prerequisite:* CANT 402 with a grade of "C" or better; or three years of high school Cantonese with grades of "C" or better.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B;

IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course is the continuation of CANT 402 with a review of grammar and further development of reading and writing skills in Cantonese. Passages from Chinese literature and readings about Chinese society will be studied to provide a deeper understanding of Cantonese speaking cultures.

#### CANT 412 Intermediate Cantonese 4 Units

*Prerequisite:* CANT 411 with a grade of "C" or better; or four years of high school Cantonese with grades of "C" or better.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B;

IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course is the continuation of CANT 411 with further development of reading and writing skills in Cantonese. Passages from Chinese literature and reading on Chinese culture will be studied.

#### CANT 495 Independent Studies in Cantonese 1-3 Units

*Prerequisite:* None

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours:* 54 hours LAB

See Independent Studies

**CANT 499 Experimental Offering in Cantonese .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offerings

**Mandarin (MAND)****MAND 101 Conversational Mandarin, Elementary 3 Units**

*Prerequisite: None*

*General Education: AA/AS Area I*

*Hours: 54 hours LEC*

This beginning course in conversational Mandarin emphasizes the development of oral language skills essential for understanding and speaking elementary Mandarin useful for everyday communication.

**MAND 102 Conversational Mandarin, Elementary 3 Units**

*Prerequisite: MAND 101 with a grade of "C" or better*

*General Education: AA/AS Area I*

*Hours: 54 hours LEC*

This course is a continuation of MAND 101. Further acquisition of language skills in understanding and speaking will be emphasized. Additional vocabulary and sentence patterns will be introduced. Students will gain proficiency in understanding and speaking Mandarin in everyday situations.

**MAND 299 Experimental Offering in Mandarin .5-4 Units**

*Prerequisite: None*

*Hours: 90 hours LEC*

See Experimental Offerings

**MAND 401 Elementary Mandarin 4 Units**

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This beginning course in Mandarin Chinese emphasizes pronunciation drill, sentence pattern analysis, and the development of language skills in listening, speaking, reading, and writing. Character reading and writing are introduced. The students will also gain a better understanding of Chinese culture through the study of its language.

**MAND 402 Elementary Mandarin 4 Units**

*Prerequisite: MAND 401 with a grade of "C" or better; or two years of high school Mandarin.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is the continuation of MAND 401. Further acquisition of language skills in listening, speaking, reading, and writing will be emphasized. Additional character reading and writing skills will be developed. Students will gain proficiency in understanding and speaking Mandarin in everyday situations. Students will also gain a better understanding of Chinese culture through the study of its language.

**MAND 405 Chinese Characters 1 Unit**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC*

This is a beginning course in the study of Chinese characters. Fundamentals of the Chinese written language will be taught with an emphasis on reading and writing Chinese characters common in daily usage.

**MAND 411 Intermediate Mandarin 4 Units**

*Prerequisite: MAND 402 with a grade of "C" or better; or three years of high school Mandarin.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B;*

*IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is the continuation of MAND 402 with a review of grammar and further development of reading and writing skills in Mandarin. Passages from Chinese literature and reading on Chinese culture will be studied.

**MAND 412 Intermediate Mandarin 4 Units**

*Prerequisite: MAND 411 with a grade of "C" or better; or four years of high school Mandarin.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B;*

*IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is the continuation of MAND 411 with further development of reading and writing skills in Mandarin. Passages from Chinese literature and readings on Chinese culture will be studied.

**MAND 495 Independent Studies in Mandarin 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded*

*only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward*

*the minimum 60 units required for admissions.*

*Hours: 54 hours LAB*

See Independent Studies

**MAND 499 Experimental Offering in Mandarin .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded*

*only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward*

*the minimum 60 units required for admissions.*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering

## Farsi (FARSI)

### FARSI 401 Elementary Farsi 4 Units

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This beginning course is an introduction to the modern language of Iran. The course will focus on the development of all language skills (listening, reading, speaking and writing) in a cultural context. Students will learn basic communication skills in the language as well as gaining a deeper understanding of the peoples and culture of Iran.

### FARSI 402 Elementary Farsi 4 Units

*Prerequisite: FARSI 401 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This is a second semester course in the modern language of Iran. The course continues with the development of all language skills: listening, reading, speaking, and writing. The student further develops his/her communication competency in the language and increases his/her understanding of Persian speaking cultures.

### FARSI 499 Experimental Offering in Farsi .5-4 Units

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 72 hours LEC*

See Experimental Offerings

## French (FREN)

### FREN 101 Conversational French, Elementary 3 Units

*Prerequisite: None*

*General Education: AA/AS Area I*

*Hours: 54 hours LEC*

This is a first semester introduction to the French language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication. Students will acquire a knowledge of the geography, culture, and people of regions where French is spoken and of French-speakers' contributions to North American and world cultures.

### FREN 102 Conversational French, Elementary 3 Units

*Prerequisite: FREN 101 with a grade of "C" or better*

*Hours: 54 hours LEC*

This is second semester of Elementary French Conversation. It provides refinement of skills begun in the first semester course. Students will gain increased accuracy and ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the first semester level. Students will acquire a knowledge of the geography, culture, and people of regions where French is spoken and of French-speakers' contributions to North American and world cultures. This course is conducted primarily in French.

### FREN 111 Conversational French, Intermediate 3 Units

*Prerequisite: FREN 102 with a grade of "C" or better; or 3 years of high school French*

*Hours: 54 hours LEC*

This third semester course is conducted exclusively in French and provides students with continued practice in developing their skills for meaningful communication in the target language. Students will engage in interactive social situations based on practical and relevant topics, with emphasis on the French cultural settings.

### FREN 112 Conversational French, Intermediate 3 Units

*Prerequisite: FREN 111 with a grade of "C" or better; or 4 years of high school French*

*Hours: 54 hours LEC*

The emphasis of this course is on further development of the student's speaking ability and self-expression in relevant situations. The concentration of this course of study is on verb and tense mastery and on the expansion of vocabulary, as well as further mastery of useful cultural idioms and language patterns. This course is conducted exclusively in French.

### FREN 299 Experimental Offering in French .5-4 Units

*Prerequisite: None*

*Hours: 90 hours LEC*

See Experimental Offerings

### FREN 401 Elementary French 4 Units

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This class offers the basic language skills with special emphasis on listening, comprehension, and speaking. Aspects of French culture will be integrated throughout the course. It provides thorough training in the fundamentals of structure so that the student learns to understand spoken French, to speak French with reasonable fluency and accurate pronunciation, and to read and write French at an elementary level.

**FREN 402 Elementary French 4 Units**

*Prerequisite: FREN 401 with a grade of "C" or better or two years high school French*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

In this class there will be further development of the skills outlined in FREN 401, with emphasis on authentic French dialogues. Coursework includes comprehensive pronunciation drills, systematic and concise description of structures, cultural readings, and numerous exercises for both oral and written practice.

**FREN 411 Intermediate French 4 Units**

*Prerequisite: FREN 402 with a grade of "C" or better or three years of high school French.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

As a continuation of FREN 402, this course provides further development of vocabulary and grammatical concepts to enhance reading, writing, and speaking skills in French. In addition to grammar exercises, cultural commentaries, poems and literary excerpts are read and discussed in class. This course will be taught entirely in French.

**FREN 412 Intermediate French 4 Units**

*Prerequisite: FREN 411 with a grade of "C" or better; or four years of high school French*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

As a continuation of French 411, this course provides further development of reading, writing, and speaking skills. Frequent short essays and one long essay will be required. Students are expected to be able to read French texts of increasing difficulty and express themselves orally and in writing at the intermediate level.

**FREN 495 Independent Studies in French 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LAB*

See Independent Studies

**FREN 499 Experimental Offering in French .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offerings

**German (GERM)****GERM 299 Experimental Offering in German .5-4 Units**

*Prerequisite: None*

*Hours: 72 hours LEC*

See Experimental Offerings

**GERM 401 Elementary German 4 Units**

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This is a beginning course providing for the development of speaking, writing, understanding, and reading skills. The readings focus on German culture.

**GERM 402 Elementary German 4 Units**

*Prerequisite: GERM 401 with a grade of "C" or better; or two years of high school German with grades of "C" or better.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is a further development of the four basic skills: listening, speaking, reading, and writing. It is a continued study of pronunciation, fundamentals of German grammar, and German culture.

**GERM 411 Intermediate German 4 Units**

*Prerequisite: GERM 402 with a grade of "C" or better; or three years of high school German with grades of "C" or better.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course includes the reading and discussion of 20th century German literature, continued development of reading, writing, understanding, and speaking skills, and a grammar review. The course also provides insights into German culture through an understanding and application of the language.

**GERM 412 Intermediate German 4 Units**

*Prerequisite: GERM 411 with a grade of "C" or better; or four years of high school German.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is a continuation of GERM 411 with further development of reading and writing skills in the German language. Literature will be analyzed and discussed to provide a deeper understanding of both the German language and culture.

**GERM 495 Independent Studies in German 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LAB*

See Independent Studies

**GERM 499 Experimental Offering in German .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC*

See Experimental Offerings

**Greek (GREEK)****GREEK 401 Elementary Modern Standard Greek 4 Units**

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This beginning course in Modern Standard Greek will be conducted almost entirely in Greek. It will emphasize the development of language skills in listening, reading, speaking, and writing by focusing on the application of simple, grammatical concepts. These language skills will be embedded within a cultural context which introduces students to key elements of Greek culture.

**GREEK 402 Elementary Modern Standard Greek 4 Units**

*Prerequisite: GREEK 401 with a grade of "C" or better*

*General Education: AA/AS Area I; CSU Area C2*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

The four skills—understanding, speaking, reading, and writing—are further developed in this course. The course covers the following grammatical concepts: direct and indirect object pronouns, double object pronouns, introduction and practice of all regular verbs ending in omega and mu-alpha-iota the preterit tense, the reflexive, the affirmative informal command, the uses of the verbs *ksero* (to know) and *sinato* (to meet), the prepositions *via* and *yiati* and a review of the verbs *eimai* and *eho*. These language skills will be embedded within a cultural context which continues and expands students' knowledge of key elements of Greek culture. Vocabulary, grammar and communication skills are built through the exploration of cultural areas such as the home, vacations, jobs, childhood, youth, expressing emotions, foods, markets, and restaurants.

**Italian (ITAL)****ITAL 401 Elementary Italian 4 Units**

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course introduces basic essentials of elementary grammar, sentence structure, and conversation. It also introduces Italian character, tradition, and culture. Reading of simple prose will be included.

**ITAL 402 Elementary Italian 4 Units**

*Prerequisite: ITAL 401 with a grade of "C" or better*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is a continuation of ITAL 401. It includes additional grammar essentials, further practice in conversation and composition, and a continued study of Italian culture.

**Japanese (JAPAN)****JAPAN 101 Conversational Japanese, Elementary 3 Units**

*Prerequisite: None*

*General Education: AA/AS Area I*

*Hours: 54 hours LEC*

JAPAN 101 covers pronunciation, intonation, basic vocabulary, idioms, and grammar of spoken Japanese. The grammar emphasizes word order, postpositions, and some conjugation in simple sentences. The course includes introduction to Japanese culture.

**JAPAN 299 Experimental Offering in Japanese .5-4 Units**

*Prerequisite: None*

*Hours: 90 hours LEC*

See Experimental Offerings

**JAPAN 401 Elementary Japanese 4 Units**

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

JAPAN 401 covers pronunciation, intonation, basic vocabulary, and grammar of spoken Japanese. The grammar emphasis is word order, postpositions, and some conjugation in simple sentences. Students are required to learn Hiragana script. The course includes introduction to Japanese culture.

**JAPAN 402 Elementary Japanese 4 Units**

*Prerequisite: JAPAN 401 with a grade of "C" or better; or two years of high school Japanese with grades of "C" or better.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

JAPAN 402 continues teaching vocabulary, idioms, and grammar, including more complex subordinate phrases and clauses. In addition to Hiragana, students are required to learn Katakana and simple Kanji ideographs. Recognition and application of these linguistic concepts occurs within the context of an examination of Japanese culture.

**JAPAN 411 Intermediate Japanese 4 Units**

*Prerequisite:* JAPAN 402 with a grade of "C" or better; or three years of high school Japanese with grades of "C" or better.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

JAPAN 411 continues teaching vocabulary, idioms, and grammar with emphasis on more complex sentence patterns requiring understanding of additional verb forms. Students are required to learn about 150 new Kanji idiographs. Students are encouraged to learn some Japanese language skills independently using media and teaching aids. Discussions on Japanese culture are continued.

**JAPAN 412 Intermediate Japanese 4 Units**

*Prerequisite:* JAPAN 411 with a grade of "C" or better; or four years of high school Japanese with grades of "C" or better.

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

JAPAN 412 continues teaching vocabulary, idioms, and grammar with emphasis on Japanese speech styles. Students are required to learn additional Kanji and to read and write simple sentences of literary Japanese. The course includes discussions of some aspects of Japanese culture.

**JAPAN 495 Independent Studies in Japanese 1-3 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours:* 54 hours LAB

See Independent Studies

**JAPAN 499 Experimental Offering in Japanese .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours:* 54 hours LEC; 36 hours LAB

See Experimental Offerings

**KOREAN 402 Elementary Korean 4 Units**

*Prerequisite:* KOREAN 401 with a grade of "C" or better

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

The basic language skills of reading, writing, speaking and comprehension are further developed in this course. The class introduces students to Korean script, hangul, as well as more complex grammatical concepts including connectives and indefinite pronouns.

**Punjabi (PNJABI)****PNJABI 401 Elementary Punjabi 4 Units**

*Prerequisite:* None

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course introduces basic essentials of elementary grammar, sentence structure, and conversation. The course also introduces Punjabi history, traditions, and culture. Reading of simple prose will be included.

**PNJABI 402 Elementary Punjabi 4 Units**

*Prerequisite:* PNJABI 401 with a grade of "C" or better

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course is a continuation of PNJABI 401. It includes additional grammar essentials, further practice in conversation and composition, and a continued study of Punjabi culture.

**PNJABI 499 Experimental Offering in Punjabi .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours:* 72 hours LEC

This is an experimental course offering designed to provide students with courses not normally offered by the Foreign Language Department. Course topics will be structured around new and emerging issues related to the field of Foreign Languages.

**Korean (KOREAN)****KOREAN 401 Elementary Korean 4 Units**

*Prerequisite:* None

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

Elementary Korean 401 is designed for those who have minimal or no knowledge of Korean. The course will provide equal emphasis on reading, writing, speaking and listening skills. The course is intended to help students acquire and develop a solid foundation of the modern Korean language.

## Russian (RUSS)

### RUSS 101 Conversational Russian, Elementary 3 Units

*Prerequisite:* None.

*General Education:* AA/AS Area I

*Hours:* 54 hours LEC

This is a first semester introduction to the Russian language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations and common expressions needed to communicate in everyday life. Emphasis will be on conversation and correct pronunciation. Students will acquire knowledge of the geography, Russian culture, customs, and people of regions where Russian is spoken.

### RUSS 102 Conversational Russian, Elementary 3 Units

*Prerequisite:* RUSS 101 with a grade of "C" or better, or two years of high school Russian.

*General Education:* AA/AS Area I

*Hours:* 54 hours LEC

This is second semester Conversational Russian, Elementary. It provides a refinement of skills begun in RUSS 101. Additional vocabulary and sentence patterns will be introduced. Students will gain proficiency in understanding and speaking Russian in everyday situations. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communications on a broader scale than at the RUSS 101 level. The course further explores the Russian people and their cultures, including comparisons with the U.S. The emphasis is on speaking and oral comprehension. This course is conducted primarily in Russian.

### RUSS 401 Elementary Russian 4 Units

*Prerequisite:* None

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

RUSS 401 teaches Russian alphabet pronunciation, grammar, elementary reading, writing, and conversation. The grammar emphasizes noun declension and verb conjugation. The course includes discussions on Russian culture.

### RUSS 402 Elementary Russian 4 Units

*Prerequisite:* RUSS 401 with a grade of "C" or better; or two years of high school Russian with grades of "C" or better

*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 6

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course is a continuation of reading, writing, and conversation. The course extends the study of noun declensions and adds adjective declensions. The study of verb conjugations is also continued. The course further explores the Russian people and their culture, including comparisons with the U.S.

### RUSS 411 Intermediate Russian 4 Units

*Prerequisite:* RUSS 402 with a grade of "C" or better; or three years of high school Russian.

*General Education:* AA/AS Area I; CSU Area C2

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

The course provides intermediate level skills in listening to and speaking Russian. The course further develops competence in the grammatical structures of the language. Students will further develop their knowledge of the history and culture of Russia as reflected in the language.

### RUSS 412 Intermediate Russian 4 Units

*Prerequisite:* RUSS 411 with a grade of "C" or better; or four years of high school Russian.

*Course Transferable to UC/CSU*

*General Education:* AA/AS Area I; CSU Area C2

*Hours:* 72 hours LEC

This course is a continuation of RUSS 411. Students develop increased comprehension of spoken and written Russian through reading, interpreting and discussing major types of Russian literature (short story, novel, drama, poetry). Students will also develop an increased knowledge of the history and culture of Russia as reflected in the language.

### RUSS 495 Independent Studies in Russian 1-3 Units

*Prerequisite:* None

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours:* 54 hours LEC

See Independent Studies

### RUSS 499 Experimental Offering in Russian .5-4 Units

*Prerequisite:* None

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours:* 54 hours LEC

RUSS 499 teaches elementary phrases, idiomatic expressions, and vocabulary. The emphasis in the course is helping students develop a basic conversational ability in the language, with an emphasis on speaking and listening.

## Spanish (SPAN)

### SPAN 101 Conversational Spanish, Elementary 3 Units

*Prerequisite:* None

*Hours:* 54 hours LEC

This introductory course provides students with elementary skills for understanding and speaking Spanish. Common expressions needed to communicate in everyday living will be stressed, and emphasis will be on conversation. This course is characterized by an emerging ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Students will be introduced to various cultural aspects of different Spanish speaking countries. This course may be taken once for credit.

**SPAN 102 Conversational Spanish, Elementary 3 Units**

*Prerequisite: SPAN 101 with a grade of "C" or better*

*Hours: 54 hours LEC*

This second semester course will continue to provide students with elementary skills for understanding and speaking Spanish. Common expressions needed to communicate in everyday living will be emphasized. Emphasis will be on conversation and correct pronunciation. Students will be introduced to various cultural aspects of different Spanish speaking countries. This course may be taken once for credit.

**SPAN 111 Conversational Spanish, Intermediate 3 Units**

*Prerequisite: SPAN 102 with a grade of "C" or better*

*Hours: 54 hours LEC*

This third semester course is conducted exclusively in Spanish, and it provides students with continued practice in developing their skills for meaningful communication in the target language. Students will engage in interactive, social situations based on practical and relevant topics being studied. Emphasis will be on fostering oral proficiency and further development of Hispanic cultural awareness.

**SPAN 112 Conversational Spanish, Intermediate 3 Units**

*Prerequisite: SPAN 111 with a grade of "C" or better*

*Hours: 54 hours LEC*

The emphasis of this course is primarily on developing the speaking ability of the students and their self-expression in brief, practical discussions. The concentration of this course is on verb-tense mastery, vocabulary, and idioms. Students will also learn about life and culture in Spanish speaking countries. This course may be taken one time for credit.

**SPAN 299 Experimental Offering in Spanish .5-4 Units**

*Prerequisite: None*

*Hours: 90 hours LEC*

See Experimental Offerings

**SPAN 401 Elementary Spanish 4 Units**

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This beginning course in Spanish is conducted almost entirely in Spanish. It emphasizes the development of language skills in listening, reading, speaking, and writing by focusing on the application of simple, grammatical concepts. Catalog description was recently modified to include hybrid and long-distance teaching modalities.

**SPAN 402 Elementary Spanish 4 Units**

*Prerequisite: SPAN 401 with a grade of "C" or better; or two years of high school Spanish.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

The four skills--understanding, speaking, reading, and writing--are further developed in this course. The course covers the following grammatical concepts: direct and indirect object pronouns, double object pronouns, the preterit tense, the reflexive, the affirmative informal command, the uses of the verbs *saber* and *conocer* and the prepositions *por* and *para*, and a review of the verbs *ser* and *estar*. The students prepare short oral talks in most of the above. Also, they write short paragraphs in most of the above in class and outside of class. Vocabulary is built through the exploration of cultural areas such as the home, vacations, jobs, childhood, youth, expressing emotions, foods, markets, and restaurants. The emphasis is on speaking and oral comprehension.

**SPAN 411 Intermediate Spanish 4 Units**

*Prerequisite: SPAN 402 with a grade of "C" or better; or three years of high school Spanish.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B;*

*IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is the continuation of SPAN 402, conducted entirely in Spanish. It provides further development of the listening, speaking, reading, and writing skills. The grammatical focus is on the study and application of past tenses and the subjunctive mood. Students will be expected to engage in meaningful communicative situations. Students will increase their knowledge of the culture and traditions of the Spanish speaking world.

**SPAN 412 Intermediate Spanish 4 Units**

*Prerequisite: SPAN 411 with a grade of "C" or better; or four years of high school Spanish.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B;*

*IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This second semester of Intermediate Spanish is designed to help students to further develop skills acquired in SPAN 411. Readings in the original of the various literary genres (the short story, poetry, drama, the essay), by Hispanic authors, provide topics for discussion as well as venues in which to practice grammatical concepts and to develop vocabulary. Literary analysis is used as a tool for oral and written practice on grammatical points needed by the students. Students will develop increased cultural awareness and will continue to acquire knowledge of geography, culture, history, customs, traditions, and Spanish-speakers' contributions to the world community. The class is conducted exclusively in Spanish. Students will be able to handle complicated conversations using past and future time frames. The emphasis is on composition and conversation.



**SPAN 413 Spanish for Native Speakers I 4 Units***Prerequisite: None**General Education: AA/AS Area I; CSU Area C2**Course Transferable to UC/CSU**Hours: 72 hours LEC*

This course offers the fundamentals of spoken and written Spanish for the native speaker of Spanish. It covers the structure of the language, oral communication, and fundamentals of grammar and composition. Focus is placed primarily on the indicative tenses. The course also covers diacritical marks, such as the accent mark, and their uses. In addition, the course introduces the student to the geography and culture of the Spanish speaking world. This course is conducted in Spanish.

**SPAN 415 Spanish for Native Speakers II 4 Units***Prerequisite: SPAN 413 with a grade of "C" or better**General Education: AA/AS Area I; CSU Area C2**Course Transferable to UC/CSU**Hours: 72 hours LEC*

This course is a continuation of SPAN 413. It offers the fundamentals of spoken and written Spanish for the native speaker of Spanish. It covers the structure of the language, oral communication, and fundamentals of grammar and composition. Focus is placed primarily on the conditional and subjunctive forms, the future tense, and the compound tenses. The course also covers diacritical marks, such as the accent mark, and their uses. In addition, the course introduces the student to the geography and culture of the Spanish speaking world. This course is conducted in Spanish.

**SPAN 425 Advanced Reading and Conversation 3 Units***Prerequisite: SPAN 412 or 415 with a grade of "C" or better**General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B**Course Transferable to CSU**Hours: 54 hours LEC*

This class focuses on building advanced reading and conversational skills in Spanish. The emphasis is on developing critical thinking skills and academic writing proficiency through a functional grammar approach. Readings and activities provide the appropriate vocabulary, linguistic structures, and writing strategies to allow for building on vocabulary, grammar review, and meaningful dialogue.

**SPAN 427 Introduction to Spanish American Literature 3 Units***Prerequisite: SPAN 412 or 415 with a grade of "C" or better**General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B**Course Transferable to UC/CSU**Hours: 54 hours LEC*

This course introduces students to Latin American Literature and explores the relationship between Latin American literary movements/trends and historical periods. Different types of genre will be analyzed. Text selections will be read in their original Spanish language. Class presentations and discussions will be in Spanish, as well.

**SPAN 428 Contrastive Grammar of English-Spanish 3 Units***Prerequisite: SPAN 412 or 415 with a grade of "C" or better**Course Transferable to CSU**Hours: 54 hours LEC*

This course presents the essential elements of Spanish grammar side by side with its grammatical equivalent in English. It allows native Spanish-speakers and advanced Spanish learners to compare and contrast the grammars of both languages at a glance. It focuses upon the development of analytical abilities by presenting the interlingual differences between Spanish and English in a simple and direct way. Students will be provided with numerous exercises, through which the nature of such differences can be readily perceived and acted upon.

**SPAN 434 Spanish for the Professions - Intermediate 3 Units***Prerequisite: SPAN 102 or 402 with a grade of "C" or better**Course Transferable to CSU**Hours: 54 hours LEC*

This is an intermediate course designed for persons in law enforcement, business and finance, social services and the medical professions. The emphasis of the course is on acquiring verbal facility in interviewing, collecting data, giving instructions, and general courtesies. The course will help students acquire language proficiency while reviewing and broadening the grammar foundation attained in elementary Spanish. It will introduce specific vocabulary necessary for professionals to communicate successfully in a professional situation. The issue of cultural and behavioral attitudes appropriate for relating to persons of Hispanic heritage will be discussed.

**SPAN 495 Independent Studies in Spanish 1-3 Units***Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LAB*

See Independent Studies

**SPAN 499 Experimental Offering in Spanish .5-4 Units***Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC*

See Experimental Offering

## Tagalog (TGLG)

### TGLG 401 Elementary Tagalog 4 Units

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

TGLG 401 is an introduction to Tagalog. The course teaches Tagalog sounds, pronunciation, pitch and intonations, basic vocabulary, and grammar. Grammar will emphasize simple sentences, sentence formations, verb conjugations, and functions. The development of basic skills (listening, speaking, and writing) in a cultural context will be a special focus.

### TGLG 402 Elementary Tagalog 4 Units

*Prerequisite: TGLG 401 with a grade of "C" or better*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This is a second semester course in Tagalog that continues with the basic grammar and further development of all language skills. TGLG 402 continues teaching vocabulary, idioms, and more complex phrases and readings. Discussion of Filipino-American culture continues.

### TGLG 499 Experimental Offering in Tagalog .5-4 Units

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC*

See Experimental Offerings

## Vietnamese (VIET)

### VIET 401 Elementary Vietnamese 4 Units

*Prerequisite: None*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course will provide an introduction to the Vietnamese language at the Novice Low Level, which is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials, standardized messages, phrases and expressions including numbers, dates, days, weather, time, foods, and Vietnamese names. Speaking and writing will be comprehensible to a sympathetic listener, including a native speaker used to interacting with non-native speakers. Verbal written expression is limited to short, culturally-appropriate communication, including kinship terms and nouns of address. Students will acquire a knowledge and an appreciation of the geography, culture, and people of regions where Vietnamese is spoken and of Vietnamese-speakers' contributions to North American and world-wide culture.

### VIET 402 Elementary Vietnamese 4 Units

*Prerequisite: VIET 401 with a grade of "C" or better*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course will provide continued refinement of the Novice Low Level skills begun in VIET 401 while working toward the Novice Mid and High Levels. The student will gain increased accuracy; improve ability to understand and produce appropriate responses in high frequency situations utilizing learned materials, standardized messages, phrases and expressions, including numbers, dates, days, weather, time, foods, and names of family members; and improve ability to understand discourse on an increased number of topics. Speaking and writing will be comprehensible to a sympathetic listener, including a native speaker used to interacting with non-native speakers, and will demonstrate an emerging ability to create with the language. Verbal and written expression will be limited to short, culturally appropriate communication with greater accuracy and on a broader scale of topics than that found at the VIET 401 level. Students will acquire a knowledge and an appreciation of the geography, culture, and people of regions where Vietnamese is spoken and of Vietnamese-speakers' contributions to North American and world-wide culture.

### VIET 495 Independent Studies in Vietnamese 1-3 Units

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LAB*

See Independent Studies

### VIET 499 Experimental Offering in Vietnamese .5-4 Units

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offerings

**GEOG 300 Physical Geography: Exploring Earth's Environmental Systems 3 Units**

*Prerequisite: None.*  
*Advisory: MATH 34 with a grade of "C" or better, ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 310, with grades of "C" or better.*  
*General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 This course is a spatial study of planet Earth's dynamic physical systems and processes. Topics include weather, climate, landforms, natural hazards, water resources, vegetation, and soils. Emphasis is placed on interrelationships among Earth systems and processes and their resulting patterns and distributions. Relevant application of these concepts to today's world is also stressed to help students better understand Earth's physical environment as well as human-environmental interaction. Optional field trips may be included.

**GEOG 301 Physical Geography Laboratory 1 Unit**

*Prerequisite: None.*  
*Corequisite: GEOG 300*  
*General Education: AA/AS Area IV; CSU Area B3; IGETC Area 5A Course Transferable to UC/CSU*  
*Hours: 54 hours LAB*  
 This course will provide laboratory study and field observation of selected geographic phenomena including: map interpretations and GIS applications, weather and climate, rocks and landforms, soils, flora, and fauna. Emphasis will be on applying scientific methods and techniques, using scientific instruments, working with maps, and interpreting spatial phenomena. Optional field trips may be included.

**GEOG 302 Environmental Studies & Sustainability 3 Units**

*Prerequisite: None.*  
*Advisory: MATH 34 with a grade of "C" or better, ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 310, with grades of "C" or better.*  
*General Education: AA/AS Area IV; CSU Area D5; IGETC Area 4E Course Transferable to CSU/UC*  
*Hours: 54 hours LEC*  
 This introductory course offers an interdisciplinary perspective on the major environmental problems confronting society and explores solutions directed toward producing a more sustainable future. Course topics include an introduction to environmental issues, Earth system science, natural resources, global climate change, human demography, agricultural systems, and development issues. These topics will be examined with human-environment interaction as the overriding paradigm to examine potential for sustainable systems as our planet and populations progress. A field trip may be required to relate class discussions to the real world.

**GEOG 305 Global Climate Change 3 Units**

*Prerequisite: None.*  
*Advisory: MATH 34 with a grade of "C" or better; ENGRD 310 and ENGWR 101 or ESLR 320 and ESLW 310 with grades of "C" or better.*  
*General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 This course explores the history and mechanisms of climate change in Earth's past, as well as the methods that scientists use to investigate climate change. It focuses on Earth's natural climate changes over the past few million years and the role that humans have had in changing climates (especially since the industrial revolution). Students will investigate the relationships between human activity and climate change and the great consequences when human and natural factors interact. Students discuss climate future models and predictions. Students will explore possible technological and political solutions to this vast and increasingly important problem. This will help our students to become responsible and scientifically-literate participants in the discussions that dominate climate science today such as the potential impacts of global climate change that include shrinking glaciers and rising sea levels, changes in the Arctic environment, stronger and more frequent hurricanes, threats to marine life, global water-cycle disruptions, and food security issues. This course is also a great primer for students entering 'green' technical programs. Field trips may be required.

**GEOG 306 Weather and Climate 3 Units**

*Prerequisite: None.*  
*Advisory: MATH 34 with a grade of "C" or better, ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 310, with grades of "C" or better.*  
*General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 This course is an introduction to atmospheric processes including energy and moisture exchanges, atmospheric pressure, winds, and global circulation. Severe weather conditions such as hurricanes and tornadoes are also studied. World, regional, and local climates are investigated. Student work will include weather observations and analysis of atmospheric data using charts, weather maps, and radar and satellite imagery from the Internet and other sources. Because this course involves the use of some quantitative concepts, students are encouraged to have fundamental algebraic skills prior to enrolling in this course.

**GEOG 308 Introduction to Oceanography 3 Units**

*Prerequisite: None.*  
*Advisory: MATH 34 with a grade of "C" or better, ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 310, with grades of "C" or better.*  
*General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 This course is an integrated study of water on Earth emphasizing physical oceanography. Topics include ocean and shoreline processes, plate tectonics, sea floor morphology, types and distribution of seafloor sediment, ocean sediment transport, ocean chemistry, ocean currents, marine resources, and environmental concerns. Regional oceanographic features are emphasized.

**GEOG 310 Human Geography: Exploring Earth's Cultural Landscapes 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 310, with grades of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D5; IGETC Area 4E

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course investigates the diverse patterns of human activity on earth when considering cultural and environmental factors. Major themes include human-environment interaction, globalization, spatial and cultural conflict, and cultural diversity. The following topical areas will be utilized to examine these dynamic concepts: population and migration, language, religion, ethnicity, political and economic systems, development issues, agriculture, urbanization, and resource issues.

**GEOG 320 World Regional Geography 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 310, with grades of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D5; IGETC Area 4E

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a global survey of the world's cultural regions. Basic geographic concepts and ideas are used to study and compare people, resources, landscapes, livelihood, economics, and origins across eight major geographic regions. The interaction of countries and regions, their global roles, and the conflicting pressures of cultural diversity versus globalization are presented. The widening gap between more developed and less developed countries is integrated throughout the course. Cultural and ethnic diversity, as it pertains to the expanding population of the United States, is evaluated throughout the course.

**GEOG 322 Geography of California 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 310, with grades of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D5; IGETC Area 4E

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides a study of California's physical and cultural environments. The interrelationships between California's geographic regions, landforms, vegetation, hydrological features, resources, history, population dynamics, diversity, and economic development will be examined. Contemporary issues relating to these overriding themes will also be considered.

**GEOG 330 Introduction to Geographic Information Systems 3 Units**

*Prerequisite:* None.

*Advisory:* CISC 300 or equivalent with a grade of "C" or better.

*General Education:* AA/AS Area II(b)

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

A Geographic Information System (GIS) is a computer-based data processing tool used to manage and analyze spatial information. There are many applications for geographic information systems, including environmental assessment, analysis of natural hazards, site analysis for business and industry, resource management, and land-use planning. This course introduces students to basic spatial and GIS concepts along with the tools and techniques used within GIS.

**GEOG 332 Introduction to Desktop GIS 2 Units**

*Prerequisite:* None.

*Advisory:* CISC 300 or equivalent with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

Geographic Information Systems (GIS) are computer-based mapping programs that analyze spatial data. This course provides the foundation for using desktop GIS software. A conceptual overview along with hands-on experience will be used to explore basic GIS software functionality. Emphasis will be placed on display characteristics, attribute querying, and database exploration and management. This course is the first of a two-part series.

**GEOG 333 Intermediate Desktop GIS 2 Units**

*Prerequisite:* GEOG 332 with a grade of "C" or better

*Advisory:* CISC 300 or equivalent with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 27 hours LEC; 27 hours LAB

Geographic Information Systems (GIS) are computer-based mapping programs that analyze spatial data. This course builds on the material covered in GEOG 332 by further exploring the capabilities and functionality of desktop GIS software. Emphasis will be placed on spatial analysis, data creation, and cartographic presentation.

**GEOG 334 Introduction to GIS Software Applications 3 Units**

*Prerequisite:* None.

*Advisory:* CISC 300 or equivalent with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 45 hours LEC; 27 hours LAB

Geographic Information Systems (GIS) are computer-based mapping programs that analyze spatial data. This course provides the foundation for using desktop GIS software. A conceptual overview along with hands-on experience will be used to explore basic GIS software functionality. Emphasis will be placed on display characteristics, attribute querying, database exploration and management, spatial analysis, data creation, and cartographic presentation.

**GEOG 390 Field Studies in Geography .5-4 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 24 hours LEC; 144 hours LAB

This course involves the study of geographic principles and processes in selected locations of geographic interest. The course content will vary by destination but may include topics in physical geography (e.g., plant and animal communities, climate and weather, geology and geomorphology, natural hazards, environmental impacts, etc.), human geography (e.g., cultural landscapes, economic activities, transportation issues, land use patterns, etc.), and/or introduction to tools and techniques used for geographic field research (e.g., map and compass use, the Global Positioning System (GPS), Geographic Information Systems (GIS), etc.). Field excursions are required. This course may be taken four times under a new topic or destination.

**GEOG 480 World Regional Geography, Honors 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area V(b); CSU Area D5; IGETC Area 4E*

*Enrollment Limitation: Eligibility for the Honors Program*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is a global survey of the world's cultural regions. Basic geographic concepts and ideas are used to study and compare people, resources, landscapes, livelihood and economics, and origins across eight major geographic regions. The interaction of countries and regions, their global roles, and the conflicting pressures of cultural diversity versus globalization are presented. The widening gap between more developed and less developed countries is integrated throughout the course. Cultural and ethnic diversity, as it pertains to the expanding population of the United States, is evaluated throughout the course.

This honors section uses intensive instructional methodology designed to challenge motivated students. This course uses a seminar-model to explore the world's cultural regions.

**GEOG 495 Independent Studies in Geography 1-3 Units**

*Prerequisite: None.*

*Enrollment Limitation: Student must obtain approval from an instructor to conduct an independent study.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is for students who wish to develop an in-depth understanding in fundamental topics in Geography. Instructor approval is required to enroll in this course. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**GEOG 499 Experimental Offering in Geography .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This is an experimental course designed to provide students with courses not normally offered by the Geography Department. Course topics will be structured around emerging issues related to Geographic inquiry. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

Division of Science and Allied Health  
James Collins, Dean  
Mohr Hall 18  
916-558-2271

### GEOL 302 Physical Geology 4 Units

*Prerequisite:* None.

*Advisory:* MATH 100 with a grade of "C" or better and ENGRD 310 and ENGWR 300, or ESLR 340 and ESLW 340, with grades of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC; 54 hours LAB

This in-depth course provides an understanding of the dynamic nature of Earth through the study of earth processes including plate tectonics, the major rock types and the minerals that comprise them, volcanoes, earthquakes and Earth's interior, crustal deformation and mountain building, fossils and deep time, energy and mineral resources, surface water and groundwater, oceans and coasts, glaciers, deserts, and global change. The course uses real-world examples of the scientific method as a foundation for understanding the geological sciences and focuses on the relevance of geology to our everyday lives. At least one field trip (for example to Cache Creek Canyon or Point Reyes National Seashore) or an appropriate alternative activity will be required as an introduction to geological environments and field methods in geology.

### GEOL 305 Earth Science 3 Units

*Prerequisite:* None.

*Corequisite:* GEOL 306

*Advisory:* MATH 100 with a grade of "C" or better and ENGRD 310 and ENGWR 300, or ESLW 340 and ESLR 340, with grades "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area IV; CSU Area B1; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

Earth science is an introductory science course that covers a broad range of topics including geology, oceanography, meteorology, and astronomy. Sub-topics are introduced and placed into the context of the scientific method. Using recent, historical, and prehistorical earth science events as examples, the course emphasizes the interrelatedness of the various disciplines and focuses on Earth as a dynamic, synthetic, and continually evolving - yet stable - planet.

### GEOL 306 Earth Science Laboratory 1 Unit

*Prerequisite:* None.

*Corequisite:* GEOL 305

*Advisory:* MATH 100 with a grade of "C" or better and ENGRD 310 and ENGWR 300, or ESLW 340 and ESLR 340, with grades "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area IV; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course emphasizes scientific methods and systematic laboratory procedures in the earth sciences. It includes practical and written experience in rock and mineral identification, plate tectonics and earthquakes, river and glacial topography, geologic and topographic maps, oceanography and meteorology exercises, and concepts in astronomy. At least one field trip (for example to Cache Creek Canyon or Point Reyes National Seashore) or an appropriate alternative activity will be required as an introduction to geological environments and field methods in geology. The course is not available for credit to students who have completed GEOL 302.

### GEOL 308 Introduction to Geology 3 Units

*Prerequisite:* None.

*Advisory:* MATH 34 with a grade of C or better and ENGRD 110 and ENGWR 101, or ESLR 320 and ESLW 320, with grades of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area IV; CSU Area B1; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides an introduction to geological processes and the dynamic nature of Earth as a system. It includes discussion of fundamental geological concepts such as plate tectonics, the major rock types and the minerals that comprise them, volcanoes, earthquakes and Earth's interior, crustal deformation and mountain building, deep time, fossils and evolution, and the history of Earth. A focus on the relevance of geology to our everyday lives makes this course ideal for introductory-level and non-science majors and those students desiring a stronger background in the basic sciences.

### GEOL 310 Historical Geology 3 Units

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 300, or ESLR 340 and ESLW 340, and MATH 100, with grades of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area IV; CSU Area B1; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course covers the origin and geologic history of the Earth and the evolution of its living organisms. Plate tectonic theory is used to explain changes in composition and structure of rocks of the Earth's crust from the formation of the Earth to the present. Emphasis is placed on the formation of sedimentary rocks and the fossils contained within them for the purpose of understanding how they record changes in Earth's environmental processes and ecosystems. Evolution and extinction are studied to understand how they reflect environmental changes in the Earth's ocean, atmosphere, and surface.

### GEOL 311 Historical Geology Laboratory 1 Unit

*Prerequisite:* None.

*Corequisite:* GEOL 310

*Advisory:* ENGRD 310 and ENGWR 300, or ESLR 340 and ESLW 340, and MATH 100, with grades of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area IV; CSU Area B3; IGETC Area 5A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

Laboratory activities will accompany and complement GEOL 310, Historical Geology. Use of sedimentary rocks, fossils, geologic maps, and cross sections will aid in interpreting ancient environments, tectonic settings, and geologic history. Other concepts addressed include age relations and correlation of rock and time units, and introduction to fossil identification and biostratigraphy. At least one field trip (for example to Cache Creek Canyon or Point Reyes National Seashore) or an appropriate alternative activity will be required as an introduction to sedimentary environments and field methods in geology.

**GEOL 345 Geology of California 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 310 and ENGWR 300, or ESLR 340 and ESLW 340, and MATH 100, with grades of "C" or better; or placement through the assessment process.*

*General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course provides a survey of the physical and historical aspects of California geology, emphasizing the linkage of geology and people through economic and social impacts. This course is recommended for non-majors and majors in geology and is of particular value to science, engineering, environmental studies, education, and economics majors. One field trip may be required (for example to Cache Creek Canyon or Point Reyes National Seashore).

**GEOL 391 Field Studies in Geology 1-3 Units**

*Prerequisite: GEOL 302, 305, 308, or 310 with a grade of "C" or better*

*Enrollment Limitation: For course topic "Geology and Natural History of the Eel River, Northern California," students must demonstrate swimming and basic canoeing abilities. Students must be able to swim 50 yards and demonstrate they can enter and exit a canoe from beach and dock; paddle forward, turn, stop and reverse; right a capsized canoe; and perform an assisted entry from the water. Swim testing and canoe testing will be administered by the CSU Sacramento Aquatic Center at Lake Natoma or the Humboldt State University Center Activities Program at Humboldt Bay.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 108 hours LAB*

This course requires field trips to selected locations of geologic interest. Course content varies according to field trip destination but may include topics in physical geology, environmental geology, economic geology, natural history, and/or introduction to tools and techniques used for geosciences field research [e.g. map and compass, the Global Positioning System (GPS), Geographic Information Systems (GIS), etc.]. This course may be taken up to four times for a total of three (3) units under a new topic or destination. Units are awarded based on both lecture and laboratory (one unit per 18 hours lecture and/or 54 hours laboratory or a combination of lecture and laboratory hours).

**GEOL 495 Independent Studies in Geology 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

An independent studies project involves an individual student or small group of students in study, research, or activities beyond the scope of regularly offered courses. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**GEOL 499 Experimental Offering in Geology .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Gerontology****GERON****Degree:**

A.S. - Gerontology

**Certificate of Achievement:**

Gerontology

**Division of Behavioral and Social Science****J. Frank Malaret, Dean****Rodda North 226****916-558-2401****Gerontology****Associate in Science Degree  
Certificate of Achievement****Program Information**

The Gerontology Program will prepare students to manage the health, psychological, and social needs of the elderly population. The need for specialization in gerontology is clearly shown in population trends and documented in literature citing the lack of adequately prepared geriatric caregivers.

**Transfer Information**

Students who are planning to continue their study in gerontology by transferring to a four-year college should consult the, "Requirements for Transfer Institutions" section of this catalog. Consultation with an Sacramento City College counselor is also advised.

**Career Opportunities**

Some possible career opportunities for a student with an Associate's Degree in Gerontology may include: Care/Case Aide, Registry Coordinator, Volunteer Services, Elder Care Provider, Program Aide or Assistant, Geriatric Aide, Home Care Specialist, Home Health Aide, Intergenerational Care Provider, and Professional Caregiver.

**Upon completion of this program, the student will be able to:**

- demonstrate skill, ease, confidence, rapport, and listening skills when communicating with the elderly at different cognitive levels.
- evaluate and discuss similarities and differences surrounding diverse aging populations as they relate to life expectancy, mortality, mobility, family, work, retirement, mental health, death, lifestyles, sexuality, and use of services.
- discuss the impact of language and other cultural factors that influence drug education, drug use, and treatment options with the elderly.
- evaluate common methods of care for the dying including hospitals, skilled nursing facilities, and hospice care.
- recognize and identify risk of caregiver stress in cases of Alzheimer's and other dementia.
- identify and evaluate elder abuse causes, preventions strategies, and resources.
- identify strategies for meeting the challenges of aging within a sociocultural framework.
- recognize and evaluate demographic, socioeconomic, legal, and physiologic aspects of aging.
- develop practical workplace skills and knowledge needed for employment.
- transfer skills, units, and experience to a gerontology major at a four year institution.

**Required Program****Units**

GERON 302 Psychology of Aging: Adult Development and Aging (3).....	3
or PSYC 374 Psychology of Aging: Adult Development and Aging (3)	
or PSYC 370 Human Development: A Life Span (3)	
or FCS 324 Human Development: A Life Span (3)	
or FCS 332 Psychology of Aging: Adult Development and Aging (3)	
GERON 300 Sociology of Aging (3).....	3
or SOC 335 Sociology of Aging (3)	
or FCS 330 Sociology of Aging (3)	
PSYC 390 Psychology of Death and Dying.....	3
PSYC 392 Loss and Grief .....	2
NUTRI 300 Nutrition (3) .....	3
or NUTRI 480 Nutrition Honors (3)	
or FCS 340 Nutrition (3)	
or FCS 480 Nutrition Honors (3)	
GERON 330 Communicating with and Validating Older Adults .....	3
GERON 334 Reminiscence Therapy.....	3
A minimum of 3 units from the following:.....	3
GERON 498 Work Experience in Gerontology (1 - 4)	
A minimum of 3 units from the following:.....	3
GERON 360 Ethnic Diversity and Aging (0.5)	
GERON 364 Medical World of Elderly: Pharmacology (0.5)	
GERON 366 Coping with Death and Related Bereavement (0.5)	
GERON 372 Alzheimer's Workshop (0.5)	
GERON 376 Aging and Family Dynamics (0.5)	
GERON 378 Body Mechanics and Safety (0.5)	
GERON 380 Nutrition and Aging (0.5)	
GERON 389 Treatment of the Geriatric Patient (0.5)	
GERON 404 Sexuality and Aging (0.5)	
GERON 396 End-Stage Life Care (0.5)	
GERON 382 Stress Management: New Approaches (0.5)	
GERON 386 Strategies for Caregivers: Effectively Caring for the Elderly in the Community (0.5)	
GERON 368 Mental Health and Aging (0.5)	
GERON 370 Topics in Gerontology: Elder Abuse (0.5)	
GERON 388 Interpersonal Relationships (0.5)	
GERON 403 Legal Issues for the Elderly (0.5)	
<b>Total Units Required</b>	<b>26</b>

**Suggested Electives**

FCS 320 or SOC 310; FCS 326 or SOC 341; PSYC 300 or 480; SOC 300 or 480, SOC 301

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program with grades of "C" or better, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.



## Gerontology (GERON)

### GERON 300 Sociology of Aging 3 Units

Same As: FCS 330 and SOC 335

Prerequisite: None.

Advisory: ENGRD 110 and ENGWR 101 or ESLR 340 and ESLW 340 and ESL 114; and FCS 324; and LIBR 318 with grades of "C" or better.

General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D0; CSU Area E1; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

In this course students will examine the aging process with emphasis on social factors affecting and affected by an aging population. The course includes an analysis of demographics, history of aging in America, social conditions, resources and support systems, employment, retirement, social class, and cultural differences. Students will be encouraged to reflect on their status in the sociology of aging process. (Credit awarded for FCS 330 or GERON 300 or SOC 335.)

### GERON 302 Psychology of Aging: Adult Development and Aging 3 Units

Same As: FCS 332 and PSYC 374

Prerequisite: None.

Advisory: ENGRD 110 and ENGWR 101, OR ESLR 340 and ESLW 340 and ESL 11, and FCS 324/PSYC 370, and LIBR 318 with grades of "C" or better

General Education: AA/AS Area III(b); CSU Area D9; CSU Area E1; IGETC Area ; IGETC Area 4I

Course Transferable to UC/CSU

Hours: 54 hours LEC

Students will explore the description and explanation of the evolution of adult behavior over the life span. Topics include theoretical as well as practical approaches to understanding aging in terms of physical, cognitive, and socio-emotional development such as: the study of the nature and changes of capabilities, skills, feelings, emotions, and social behavior with age, aging stereotypes, social bonds, environmental factors, sexuality, physical health, mental health, death, and bereavement. (Credit for FCS 332 or PSYC 374 or GERON 302.)

### GERON 330 Communicating with and Validating Older Adults 3 Units

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 54 hours LEC

This course introduces the basic theory and techniques for communication, validation, and stimulation with the elderly at different cognitive levels.

### GERON 334 Reminiscence Therapy 3 Units

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 54 hours LEC

This course introduces the basic theory and techniques of reminiscence therapy and provides experience in planning, facilitating, and evaluating reminiscence groups with the elderly in an institutional setting.

### GERON 360 Ethnic Diversity and Aging .5 Unit

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 9 hours LEC

This course is an overview of ethnicity as a factor in the aging process. Emphasis will be placed on how values, beliefs, and culture must be considered in the design and delivery of service. This course is graded pass/no pass.

### GERON 364 Medical World of Elderly: Pharmacology .5 Unit

Prerequisite: None.

Advisory: ENGWR 101 or ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 9 hours LEC

In this course, students will examine possible causes and effects of polypharmacy and alcohol abuse on the health and overall quality of life in older adults. This course is graded Pass/No Pass.

### GERON 366 Coping with Death and Related Bereavement .5 Unit

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 9 hours LEC

This course is an exploration of our societal and personal views of death, dying, and bereavement with the focus on ways in which our Western society treats the subject of death, right-to-die issues, and the theoretical stages of death and bereavement. This course is graded Pass/No Pass.

### GERON 368 Mental Health and Aging .5 Unit

Prerequisite: None.

Advisory: ENGWR 101 or ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 9 hours LEC

This course is an examination of mental health as it is impacted by the aging process, focusing on correlates of mental health, incidence of mental illness, depression, dementia, substance abuse, intervention, and resources. This course is graded Pass/No Pass only.

### GERON 370 Topics in Gerontology: Elder Abuse .5 Unit

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 9 hours LEC

This course is an overview of elder abuse, focusing on occurrence, prevention strategies, and resources. This course is graded Pass/No Pass only.

### GERON 372 Alzheimer's Workshop .5 Unit

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110 with grades of "C" or better.

Course Transferable to CSU

Hours: 9 hours LEC

This course is an overview of current information on all aspects of dementia and caregiving issues, focusing on research, legal issues, grief, resources, medication, behavior management, and activities. This course is graded Pass/No Pass.

**GERON 376 Aging and Family Dynamics .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course is an overview of how the aging process affects individuals, families, and relationships. The focus is on changing roles and relationship strategies for negotiating these transitions and helping families resolve aging issues. This course is graded Pass/No Pass.

**GERON 378 Body Mechanics and Safety .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course is an overview of body mechanics emphasizing a problem-solving approach. Focus is on basic methods and techniques of positioning, transfer, and ambulation, as well as personal safety, adaptive exercise, and assistive devices. This course is graded Pass/No Pass.

**GERON 380 Nutrition and Aging .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course concentrates on the practical aspects of nutrition and aging. Information will be provided on choosing recipes that provide nutrient-dense meals in a cost-effective manner. In addition, the impact of nutrition on the aging process will be discussed. This course is graded Pass/No Pass.

**GERON 382 Stress Management:  
New Approaches .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course examines stress from a communication perspective. The concept of high-risk messages will be introduced focusing on how stress reactions affect behavior and morale in residential care facilities and other systems. Emphasis is on how a message is translated and how it affects stress, overload, and spill-over effects. Stress management skills will be demonstrated. This course is graded Pass/No Pass only.

**GERON 386 Strategies for Caregivers:  
Effectively Caring for the  
Elderly in the Community .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course covers effective strategies for providing effective care for the elderly, including how it is complicated by dementia, role reversal, and guilt. This course will explore common sense strategies for caregiving that not only meet the needs of the elderly but also lessen the caregiving burden. This course is graded Pass/No Pass only.

**GERON 388 Interpersonal Relationships .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course covers listening, communication skills, understanding emotions, family involvement, and adaptive behavior in long-term care settings. Demonstrations with role play will provide practical experience to enhance understanding. This course is graded Pass/No Pass only.

**GERON 389 Treatment of the Geriatric Patient .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course explores the demographic, socioeconomic, and physiologic aspects of aging as they relate to the treatment of the elderly. Other issues will include institutionalized and home care, community resources, and health care systems. This course graded Pass/No Pass.

**GERON 396 End-Stage Life Care .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course includes effective strategies for assisting the dying patient and his/her family. Topics include concepts of sub-acute care, physician-assisted suicide, euthanasia, and their effect on the elderly society. This course graded Pass/No Pass only.

**GERON 403 Legal Issues for the Elderly .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course is designed to examine current legal issues specific to older adults. It includes asset management and a survey of legal tools. This course is graded Pass/No Pass.

**GERON 404 Sexuality and Aging .5 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 9 hours LEC

This course examines basic sexual anatomy and physiology of men and women with emphasis on the changes that occur with aging. Sexuality, menopause, impotence, sexually transmitted diseases, and diverse lifestyles within the older population will be explored. This course graded Pass/No Pass.

**GERON 494 Topics in Gerontology .5-4 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with a grade "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course is designed to examine current issues or specific topics relevant to the field of gerontology. The particular topics to be covered each semester will be determined by gerontology staff. This course is graded Pass/No Pass and may be taken four times. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**GERON 495 Independent Studies in Gerontology 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty members, and students. Independent study offers students an opportunity to explore topics in gerontology that are beyond the scope of the courses we currently offer. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**GERON 498 Work Experience in Gerontology 1-4 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 300 hours LAB*

This course provides "hands-on" experience for students to explore their interests and capabilities in assessing and applying therapeutic interventions when working with the elderly. Students will be under the supervision of the instructor and a designated professional in the assigned facility. This work experience course is designed to provide students with effective job development skills that will assist them in obtaining and keeping an internship or a job in the student's major area. Course content will include understanding the application of education to the workforce; the responsibilities of an internship (where applicable) or a job; completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), documentation of the student's progress and hours spent at the workplace or internship site; and developing workplace (soft) skills relevant to the 21st century workplace. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for up to 16 units. In addition, the student and the Work Experience instructor may tailor the course to meet the student's specific professional needs by identifying 1-4 workshops, trainings, or conferences that the student may attend as part of the curriculum of the GERON 498 class. Only one Work Experience course may be taken per semester.

**GERON 499 Experimental Offering in Gerontology .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Graphic Communication

## GCOM

### Degree:

A.S. - Graphic Communication

### Certificates of Achievement:

3D Animation and Modeling  
Graphic Communication  
Game Design  
Interactive Design  
Web Design

### Division of Advanced Technology

Donnetta Webb, Dean

Technology 106

916-558-2491

### Program Information

The Graphic Communication Department partners with industry leaders to develop coursework that blends solid theoretical training with digital tools. Faculty members ensure student understanding of the principles of design, typography, color theory, layout, composition, visual message-making, user interface, animation, 3D modeling, and game design while preparing them for real-world employment or transfer to a four-year university or design school. Graphic Communication has been inspiring creative emergence and developing professional marketability for over three decades.

The program consists of three distinct areas:

- Graphic and Web Design
- Computer Animation and Modeling
- Game Design

Courses within these areas focus on specific skills and technical competencies to promote success in the workplace and transfer to four-year colleges and art schools.

### Graphic and Web Design

These courses focus on design concepts / theory and computer-related skills that are applicable to the print and web design industry. The curriculum is under close advisement from industry contacts to ensure students are equipped with skills and practices that are current. Students build and polish a professional digital or web-based portfolio demonstrating a thorough understanding of design and marketing concepts, communication aesthetics, creative process, and proficiency in computer-based tools. Courses will prepare students for transfer to a four-year college or employment opportunities within the design industry. Employers include publication and book design, graphic design studios, government agencies, in-house design departments, or self-employment.

### 3D Animation and Modeling

These courses stress the importance of animation and modeling principles while using high-end industry standard software. The curriculum is under close advisement from industry contacts to ensure students are equipped with skills and practices that are current. Opportunities include transfer to a four-year college, transfer to private animation schools, employment in animation studios, 3D visualization and modeling, special effects houses, video game industry, the motion picture industry, and independent animator / filmmaker.

### Video Game Design

These courses provide a concentration on the exciting and popular emerging technology of Video Game Design. The curriculum is under close advisement from industry contacts to ensure students are equipped with skills and practices that are current. Students will study the art and science involved in the creation and development of computer games. Students will employ principles of animation, interactive story telling, game theory, character development, and modeling and rigging. Students will be prepared for transfer to a four-year college, internships in the game design industry, or working as an independent designer.

## Graphic Communication

Associate in Science Degree

Certificate of Achievement

### Program Information

Graphic Communication develops coursework in conjunction with Northern California industry leaders. Our courses offer students both current technology and theory in graphic design, digital imaging, digital illustration, and page layout skills for print, web, and other screen-based media, computer animation, 3D modeling, and video game design. A minimum of 30 units are required to earn the A.S. Degree. Repeating the same courses does not count toward the 30-unit minimum requirement.

The Graphic Communication Department partners with industry leaders to develop coursework that blends solid theoretical training with the latest technical tools. Faculty members ensure student engagement with principles of typography, color theory, layout, form, visual message-making, interaction, motion, animation, and game design while preparing students for real-world employment or transfer to a four-year institution. Graphic Communication has been inspiring creative emergence and developing professional marketability for over three decades.

### Recommended High School Preparation

Recommended High School Preparation: Students should complete courses in one or more of the following: art, design, computer skills, photography, journalism, and creative writing.

### Career Opportunities

Career opportunities may be found in graphic design studios, publications, animation studios, video game design studios, in-house agencies, and self-employment/freelance.

### Upon completion of this program, the student will be able to:

- demonstrate a comprehensive understanding and application of design theory and processes for creating original work.
- evaluate design opportunities, explore visual responses, and introduce and explain final results to an audience.
- determine the appropriate tool to solve a visual communication need.
- apply appropriate type, color, form, and imagery to a visual project.
- plan, design, and produce a multi-paged/multifaceted project in one or more of these mediums—print, Web, interactive, 3D, animation or video game.
- communicate with the current and appropriate design industry vocabulary.
- utilize design as tool of engagement in issues of sustainability, social responsibility, economic equality, and cultural understanding.

<b>Required Program</b>	<b>Units</b>
A minimum of 30 units from the following: .....	30
GCOM 101 Introduction to the Macintosh (1.5)	
GCOM 103 Introduction to Adobe Acrobat (1.5)	
GCOM 105 Photoshop Special Features (1.5)	
GCOM 313 Digital Layout 1 (3)	
GCOM 314 Digital Layout 2 (3)	
GCOM 319 Print and Multimedia Publication Design (3)	
GCOM 330 Digital Imaging 1 (3)	
GCOM 331 Digital Imaging 2 (3)	
GCOM 332 Digital Imaging 3 (3)	
GCOM 340 Digital Illustration for Graphic Design 1 (3)	
GCOM 341 Digital Illustration for Graphic Design 2 (3)	
GCOM 343 Graphic Design Production (3)	
GCOM 345 Advanced Graphic Design Production (3)	
GCOM 347 Typography: Principles and Creation (3)	
GCOM 349 Portfolio (1.5)	
GCOM 350 Skills and Resources for Graphic Professionals (3)	
GCOM 360 Introduction to Web and Interactive Technologies (3)	
GCOM 361 Beginning Creative Web Design (3)	
GCOM 362 Intermediate Creative Web Design (3)	
CISW 470 Web Projects (3)	
GCOM 380 Interactive Design 1 (3)	
GCOM 383 Interactive Design 2 (3)	
GCOM 390 Motion Design 1 (3)	
GCOM 400 Introduction to the Principles of Animation (3)	
GCOM 401 Introduction to Computer Animation (3)	
GCOM 402 Beginning 3D Modeling and Rigging (3)	
GCOM 410 Advanced Computer Animation (3)	
GCOM 420 Video Game Design (3)	
GCOM 424 Video Game Art (3)	
GCOM 426 Video Game Level Design (3)	
GCOM 490 Graphic Communication Studio (3)	
GCOM 492 Media Professional - Production Lab (1 - 4)	
GCOM 495 Independent Studies in Graphic Communication (1 - 3)	
GCOM 498 Work Experience in Graphic Communication (1 - 4)	
<b>Total Units Required</b>	<b>30</b>

**Associate in Science Degree**

The Associate in Science (A.S.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Web Design**

**Certificate of Achievement**

**Program Information**

Web Design involves the visual design of Web graphics and the visual design of a Web site experience. The Web Design Certificate requires learning graphic and visual design principles for Web application, industry standard software, and Web page construction and design, and animation and interactivity for Web sites. This certificate will prepare students for an entry-level position working in a Web design-related field.

**Career Opportunities**

Career Opportunities include employment at Web design studios, graphic design studios, or self-employment.

**Upon completion of this program, the student will be able to:**

- create a visual solution and interface for a multi-paged Web site.
- utilize industry vocabulary for effective communication with clients and other Web professionals.
- evaluate the needs of a client, plan, and execute a site that meets those needs.
- design graphics and navigation that create a Web site experience for a target audience.
- properly prepare graphic and html files for efficient uploading and viewing on the Web.
- apply appropriate type, color, layout design, and imagery to a Web site.
- demonstrate and analyze graphic design principles and how to modify them to satisfy the technical limitations on the Web.

<b>Required Program</b>	<b>Units</b>
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GCOM 101 Introduction to the Macintosh (1.5) .....	1 - 1.5
or CISC 320 Operating Systems (1)	
or CISC 323 Linux Operating System (1)	
or CISC 305 Introduction to the Internet (1)	
GCOM 330 Digital Imaging 1 .....	3
GCOM 332 Digital Imaging 3 .....	3
GCOM 340 Digital Illustration for Graphic Design 1 .....	3
GCOM 360 Introduction to Web and Interactive Technologies .....	3
CISW 320 Introduction to Web Site Development.....	3
GCOM 361 Beginning Creative Web Design.....	3
GCOM 362 Intermediate Creative Web Design .....	3
GCOM 383 Interactive Design 2 (3).....	3
or CISW 405 ActionScript for Flash (3)	
CISW 470 Web Projects .....	3
<b>Total Units Required</b>	<b>28 - 28.5</b>

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Game Design**

**Certificate of Achievement**

**Program Information**

In this program, students will study the art, technology, science, and design principles for the creation and development of video games. This program covers video game history, game theory, design of computer-based games, delivery systems, development cycles, case studies, ethical and social issues, emerging technologies, industry trends, and the development of 3D art assets. This program emphasizes the understanding and the interdisciplinary nature of video game design, production, and delivery. This program does not include computer programming topics.

**Career Opportunities**

Students who successfully complete this program and continue their education in four year programs will find job opportunities in the video game industry.

**Upon completion of this program, the student will be able to:**

- demonstrate an understanding of the game design process.
- demonstrate an understanding of game structure and elements.
- demonstrate an understanding of the various roles in a professional game development environment.
- build a working game prototype.
- create 3D art assets for video games.
- optimize 3D art assets to run correctly in a real-time game engine.

Required Program	Units
GCOM 420 Video Game Design.....	3
GCOM 424 Video Game Art.....	3
GCOM 426 Video Game Level Design.....	3
GCOM 400 Introduction to the Principles of Animation.....	3
GCOM 401 Introduction to Computer Animation.....	3
GCOM 402 Beginning 3D Modeling and Rigging.....	3
GCOM 330 Digital Imaging 1.....	3
<b>Total Units Required</b>	<b>21</b>

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

**Interactive Design  
Certificate of Achievement**

**Program Information**

This program offers in-depth design explorations into interactive development techniques. This program emphasizes the application of design principles to the elements of motion and interactivity. Students will learn the principles of interactive design in an effort to create Web sites with animation, interactive buttons, video, and sound. The program also covers creative processes for Web design, working with a client, and optimal delivery.

**Career Opportunities**

This program will provide students with the core interactive web design skills that are required to fulfill an entry level position at an interactive design or web design firm.

**Upon completion of this program, the student will be able to:**

- use the creative process to develop an interactive Web site from concept to uploading.
- apply graphic design principles of visual hierarchy, layout, color, typography, and grid to design a fully functional interactive Web site or application.
- apply animation design principles and storyboarding to create a short animation that visually communicates a message.
- analyze a specific audience and cater graphics and interactivity to that audience’s needs.
- utilize software tools to develop an interactive Web site with animation, sound, and action scripting.
- apply interactive design principles to a variety of mediums, including Web sites, presentations, and rich internet applications.

Required Program	Units
GCOM 330 Digital Imaging 1.....	3
GCOM 340 Digital Illustration for Graphic Design 1.....	3
GCOM 360 Introduction to Web and Interactive Technologies.....	3
GCOM 380 Interactive Design 1.....	3
GCOM 383 Interactive Design 2.....	3
GCOM 390 Motion Design 1.....	3
<b>Total Units Required</b>	<b>18</b>

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

**3D Animation and Modeling  
Certificate of Achievement**

**Program Information**

This program introduces students to the 3D animation and computer modeling industry. Through lectures and hands-on assignments, students will master real-world production techniques in both animation and 3D modeling. Rendering, compositing, and camera tracking is also covered.

**Career Opportunities**

Upon completion of this program, students will have mastered the necessary skills to complete short animated films and commercial projects for the television, film, biomedical, architectural visualization legal, product design, and video game industries.

**Upon completion of this program, the student will be able to:**

- demonstrate an understanding of the animation production process.
- recognize and articulate the principles of animation.
- create effective storyboards for use in the animation process.
- design and create a 3D character model.
- create and manipulate a wireframe mesh using a variety of tools.
- work with surfaces, including procedural textures and texture maps.
- demonstrate an understanding of the 3D rendering process.

Required Program	Units
GCOM 400 Introduction to the Principles of Animation.....	3
GCOM 401 Introduction to Computer Animation.....	3
GCOM 402 Beginning 3D Modeling and Rigging.....	3
GCOM 410 Advanced Computer Animation.....	3
<b>Total Units Required</b>	<b>12</b>

**Certificate of Achievement**

The Certificate may be obtained by completion of the required program with grades of “C” or better.

**Graphic Communication (GCOM)**

**GCOM 101 Introduction to the Macintosh 1.5 Units**

*Prerequisite: None.*

*Hours: 18 hours LEC; 27 hours LAB*

This course is designed to give students a basic understanding of the Macintosh platform. Instruction will include setting up the Macintosh hardware--from box to operation; adding peripherals; installing the most current system software; general operating techniques which include system software tips and proper startup and shutdown procedures; and troubleshooting procedures. Also included is an introduction to the iLife series of software that comes with the Mac.

**GCOM 103 Introduction to Adobe Acrobat 1.5 Units**

*Prerequisite: None.*

*Hours: 18 hours LEC; 27 hours LAB*

Students will learn to use Adobe Acrobat to create, modify, and enhance PDF documents in Portable Document Format (PDF). Additionally, students will learn to create a PDF document from either an electronic or paper file. A variety of tools and features allow students to add interactive elements to documents from custom hyperlinks and media clips to form fields and buttons. Students will also learn to use Acrobat to create a searchable electronic library of files. This course may be taken three times for credit, provided that the software version has changed.

**GCOM 105 Photoshop Special Features 1.5 Units**

*Prerequisite:* GCOM 330 with a grade of "C" or better; or equivalent experience.

*Hours:* 18 hours LEC; 27 hours LAB

Students will learn how to use Adobe Photoshop techniques in the process of creating artistic pieces and a final design project. Through lecture and hands-on exercises, students will learn to create and edit digital image types for any digital, creative, or visual situation. Topics include the use of channels, layers, brushes, filters, typography, color, gradients, and adjustments. Emphasis is placed on gaining creative control over every step in the creative process as well as efficient practices in handling the program. The techniques covered in this course can be applied to various digital media output methods including print design, Web design, 3D animation, and digital video.

**GCOM 295 Independent Studies in Graphic Communication 1-3 Units**

*Prerequisite:* None.

*Hours:* 36 hours LEC

This course allows students to have a learning experience in the areas of graphic design, Web design, or animation that is not currently covered by other course curriculum. Students will gain new skills, a real-world experience, and portfolio pieces while independently studying under the advisement of a current Graphic Communication faculty member.

**GCOM 299 Experimental Offering in Graphic Communication .5-4 Units**

*Prerequisite:* None

*Hours:* 90 hours LEC

See Experimental Offerings

**GCOM 313 Digital Layout 1 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to graphic design principles related to page layout, composition and electronic publishing, utilizing an industry-standard software. Students will discover how to effectively utilize the software and the design process to create brochures, newsletters, catalogs, and a variety of other digital materials that follow basic layout and design principles.

**GCOM 314 Digital Layout 2 3 Units**

*Prerequisite:* GCOM 313 with a grade of "C" or better, or equivalent

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This is an in-depth course covering advanced creative layout, production, and electronic publishing in the graphic design industry. Utilizing industry-standard software and process, students will conceive and produce dynamic portfolio-quality projects. Topics include brand and identity design, advertising design, typography, grid, color theory, composition, multipage publication design, brochure and packaging layout, basic interactive media design, book design, working with clients, and working with professional printing services.

**GCOM 319 Print and Multimedia Publication Design 3 Units**

*Prerequisite:* GCOM 313 OR GCOM 316 OR GCOM 361 with a grade of "C" or better, or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course examines newspaper, magazine, web, and multimedia publication design. Students are responsible for the design and production of the award-winning Sacramento City College school newspaper, bi-annual student magazine, and their accompanying web sites and multi-media content. Using fundamental design concepts and theory involving grid, page layout, typography, and visual communication, students will work alongside journalism and photography students to plan and produce a variety of content. This course offers an opportunity to build a portfolio and gain experience while working on real-world projects. This course may be taken three times for credit as students acquire more advanced skills and project responsibilities.

**GCOM 330 Digital Imaging 1 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This introductory course covers the core concepts associated with digital imaging. Adobe Photoshop is used for creating, manipulating, and enhancing digital images for print and screen-based media. Students learn how to effectively use this software in a graphic design environment; planning and carrying out professional digital imaging projects. This course introduces both basic visual design concepts and a comprehensive understanding of digital workflow, providing the student with a foundation for print, web, interactive, animation, and game design projects.

**GCOM 331 Digital Imaging 2 3 Units**

*Prerequisite:* GCOM 330 with a grade of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course centers on graphic design process and production employing advanced image editing techniques using the current version of industry-standard software. In addition to learning advanced capabilities, students will learn how to alter existing images realistically, creatively apply techniques to original artwork and images, visually communicate ideas and messages successfully, and prepare and present their projects to meet professional industry standards.

**GCOM 332 Digital Imaging 3 3 Units**

*Prerequisite:* GCOM 330 with a grade of "C" or better, or equivalent

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course centers on advanced digital imaging and image editing techniques for Internet, multimedia, 3D and video applications, using the current version of industry-standard software. In addition to learning advanced capabilities, students will learn how to alter existing images realistically, creatively apply techniques to original artwork and images, prepare static and animated graphics for use on the Internet and other new media, import and alter 3D and video images, visually communicate ideas and messages successfully, and prepare and present their projects to meet professional industry standards.

**GCOM 340 Digital Illustration for Graphic Design 1 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This beginner's course introduces students to and engages them in theories of form making, design research, composition, and typography using the medium of digital illustration. Course projects encourage students to experiment, work within creative and technical limitations, and communicate visually. Additionally, students learn how digital illustrations are created, are exposed to a variety of different illustration styles, practice contemporary design methods and thinking, and study a designers' use of digital illustration as a communication tool. This course offers students several processes for designing original graphics and illustrations for graphic design.

**GCOM 341 Digital Illustration for Graphic Design 2 3 Units**

*Prerequisite:* GCOM 340 with a grade of "C" or better or equivalent

*Advisory:* ART 300 with a grade of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course builds from the thinking and making skills developed in GCOM 340 and takes an in-depth look at applying digital illustration tools to graphic design investigations. The course work encourages students to experiment and communicate with digitally illustrated and typographic form making. Topics include color, typography, composition, visual theme, drawing technique, and understanding the offset and digital printing processes. Students complete the course with several professionally designed, original illustrations for their portfolios.

**GCOM 343 Graphic Design Production 3 Units**

*Prerequisite:* None.

*Advisory:* GCOM 313 or GCOM 340 with a grade of "C" or better or equivalent

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This in-depth course is an introduction to the principles of graphic design. Specific focus will be on gestalt principles of design; balance and visual hierarchy; integration of text and image on the two-dimensional page; and introduction to typographic exploration. This course is a foundation course for graphic design students, but is also relevant to students studying Web design and computer animation.

**GCOM 345 Advanced Graphic Design Production 3 Units**

*Prerequisite:* GCOM 330 with a grade of "C" or better or equivalent

*AND GCOM 340 with a grade of "C" or better or equivalent AND*

*choose one page layout course: GCOM 310 or GCOM 313 or GCOM 316 with a grade of "C" or better or equivalent.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is an in-depth graphic design course focusing on page layout design, production techniques, and electronic publishing. Students will utilize different industry standard software applications to complete projects containing "real world" challenges. Students will develop and follow a graphic design process (from concept to printed page), resulting in several new portfolio pieces. Topics include logo design, branding, working with a service bureau, multi-page publication design, packaging design, good environmental sustainability practices, and proper planning for a graphic design project.

**GCOM 347 Typography: Principles and Creation 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

Typography is THE essential ingredient to successful graphic design, including print, web, and all other new media. The first half of this introductory course serves as an essential primer for graphic designers in understanding the history and core principles of typography. The second half focuses on students digitally creating their own fonts and typefaces with an introduction to the professional font creation and editing software Fontlab Studio.

**GCOM 349 Portfolio 1.5 Units**

*Prerequisite:* None.

*Advisory:* Students should have at least four pieces of artwork or design projects to use in this course.

*Course Transferable to CSU*

*Hours: 18 hours LEC; 27 hours LAB*

This course is intended for new or returning students who wish to present a portfolio of work in the Graphic Communication-related and creative industries for the purpose of job interviews or admission to a four-year art/design school. Through lecture, demonstration, and hands-on methods, students will gain understanding of the aesthetics, organization, and physical preparation in creating a portfolio of work. Topics include portfolio mediums, mounting and presentation, self-promotion resumes, pursuing a job or transfer school, interviewing for a creative position, and getting your Graphic Design or Web Design work noticed.

**GCOM 350 Skills and Resources for Graphic Professionals 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course prepares students pursuing a career in the graphic related arts with industry skills essential to this occupation. Topics include: job searches, soliciting and performing freelance work, setting up a studio, working in an existing firm, winning work, developing client relationships, self-promotion, sustainability issues, and other resources. Using a combination of lectures with speakers from the industry, this course will offer practical advice and philosophical guidance towards gaining a rewarding career in the graphic arts industries.

**GCOM 360 Introduction to Web and Interactive Technologies 3 Units**

*Prerequisite:* GCOM 330 with a grade of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This primer course introduces the fundamentals and principles of contemporary Web design, interactive and motion design, these industries, and the current technologies used. The course will provide students with the basics of Web literacy, site and interactive development, information architecture, accessibility, wireframes, prototypes, web coding and scripting, visual design principals, and graphics and motion for the Web. This course is a required prerequisite for GCOM 361, GCOM 380, and GCOM 390.



**GCOM 361 Beginning Creative Web Design 3 Units**

*Prerequisite:* GCOM 360 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

In this course, students will explore a range of approaches in designing for the World Wide Web, while introducing students to an industry-standard Web authoring tool. Through a series of incremental assignments, students will explore fundamental Web design concepts within a non-static, non-linear environment, culminating in the development of a live and functioning website. Additionally, this course provides an overview of standards-compliant HTML/CSS, techniques for adding interactivity, accessibility, and support in preparing graphics for Web use and for prototyping site designs.

**GCOM 362 Intermediate Creative Web Design 3 Units**

*Prerequisite:* GCOM 361 with a grade of "C" or better or the equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

In this course, students will explore intermediate concepts of contemporary website design. As a result of taking a deep look at graphic design principles and their application to website design, students will also discover effective and standards-compliant HTML and CSS applications, as well as techniques for adding interactivity. Additionally, this course will provide an overview of on-line tools and an introduction to dynamic site design, data-driven languages and server processes.

**GCOM 380 Interactive Design 1 3 Units**

*Prerequisite:* GCOM 360 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course introduces basic interactive communication and development processes / techniques using the current version of ActionScript. Concepts include basic user interface design, development methodologies, scripted events, separation of design and data, object-oriented programming, and various applications of these technologies (Web, RIA, kiosk, device UI). Assignments and projects emphasize the application of design principles to the elements of motion and interactivity. Students will learn the principles of interactive design in an effort to create Web sites with animation, interactive buttons, and sound. The course also covers creative processes for Web design, working with a client, and optimal delivery.

**GCOM 383 Interactive Design 2 3 Units**

*Prerequisite:* GCOM 380 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This is an intermediate course in interactive design and is intended to follow GCOM 380. This course offers in-depth design explorations into interactive development techniques. Topics include designer's application of object-oriented programming, separation of design and data to build dynamic applications, integration of video, sound, database interaction, and interface with web services.

**GCOM 390 Motion Design 1 3 Units**

*Prerequisite:* GCOM 360 with a grade of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course introduces the student to creating and animating 2D motion graphics using industry-standard applications. Students will explore the tools and techniques needed to produce motion graphics and animations for television, film, and the web. Topics will include a basic overview motion design principles, 2D animation practices, audio integration, advanced video effects, and the technical challenges of working with video and film materials.

**GCOM 400 Introduction to the Principles of Animation 3 Units**

*Prerequisite:* None.

*Advisory:* ART 300 or ART 304 with a grade of "C" or better or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course introduces students to the animation industry: a historical perspective, industry overview, and the principles and theory that guide animation. The principles of animation are emphasized through lecture and the use of 2D drawing tools. Students learn the animation production process and industry trends. Students work on hands-on projects creating 2D animations. A grade of "C" or better is required in the course in order to take GCOM 401.

**GCOM 401 Introduction to Computer Animation 3 Units**

*Prerequisite:* GCOM 400 with a grade of "C" or better or equivalent course.

*Advisory:* ART 304 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

In this course, students are introduced to the creation of 3D animation using the personal computer. The principles of animation and the use of 3D animation tools are emphasized through lecture and hands-on projects. Students experience the animation production process and are exposed to industry trends. Students work on projects creating 3D animations, animatics, and short films.

**GCOM 402 Beginning 3D Modeling and Rigging 3 Units**

*Prerequisite:* None.

*Advisory:* GCOM 341, GCOM 400, and ART 304 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course introduces the student to 3D modeling and character rigging using industry standard 3D modeling software. Through exercises and hands on projects, students explore concepts, principles, and techniques in 3D modeling and character rigging. Topics include: 3D modeling, character rigging, texturing, lighting, and rendering.

**GCOM 410 Advanced Computer Animation 3 Units**

*Prerequisite:* GCOM 401 or 402 with a grade of "C" or better

*Advisory:* GCOM 400, GCOM 341, ART 304, and TA 331 with grades of "C" or better.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course consists of a hands-on study of the challenging subject of computer animation. Areas of focus include advanced 3D modeling, rigging, and character animation using industry standard software, as well as the synchronization of voice, sound effects, and music. Students will explore advanced techniques in camera tracking, photo realistic rendering, compositing, and video publication. The animation production process and principles of animation will be reinforced throughout this course.

**GCOM 420 Video Game Design 3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This introductory course to video game design studies the art, technology, and science involved in the creation and development of computer games. The course covers video game history, game theory, design of computer-based games, delivery systems, development cycle, case studies, ethical and social issues, and emerging technologies and trends. This course emphasizes the understanding and the interdisciplinary nature of video game design; this course is not a computer programming course.

**GCOM 424 Video Game Art 3 Units**

*Prerequisite: GCOM 402 with a grade of "C" or better*

*Advisory: GCOM 361 with a grade of "C" or better.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

In this course, students will explore the production of video game graphics. The course follows the role of the video game artist through the game development process. Using industry standard graphic software, students will develop and refine three-dimensional video game assets. Topics covered include concept art, understanding and developing in game assets, and troubleshooting. The artistic side of video game design will be emphasized; this course is not a computer programming course.

**GCOM 426 Video Game Level Design 3 Units**

*Prerequisite: GCOM 424 with a grade of "C" or better*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

In this course, students will explore the art of video game level design. The course follows the level designer through the game development process. Using industry standard software, students will develop and refine a three-dimensional video game level. Topics covered include theme, audience, mood, player challenges, level narrative, puzzle design, diagram design, template creation, play-testing, and troubleshooting. The artistic aspects of game design will be emphasized; this course is not a computer programming course.

**GCOM 490 Graphic Communication Studio 3 Units**

*Prerequisite: OPTION 1 (Graphic Design): GCOM 313 and either GCOM 340 or GCOM 330 with a grade of "C" or better or equivalents OR OPTION 2 (Web Design): GCOM 360 or GCOM 361 with a grade of "C" or better or equivalent. OR OPTION 3 (Computer Animation): GCOM 400 or GCOM 402 with a grade of "C" or better or equivalent.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

Graphic Communication Studio will introduce career-driven design students to producing real-world graphic design, Web design, or animation projects for non-profit organizations and the Sacramento community. Through lecture, demonstration, client meetings, and brainstorming sessions, students will have the opportunity to develop a portfolio of completed projects. Students will also experience deadlines, the client-designer relationship, how to set pricing for projects, and strategies for presenting concepts and design work. This course may be taken up to three times if there is a change in design medium (graphic design, Web design, or animation).

**GCOM 492 Media Professional - Production Lab 1-4 Units**

*Same As: JOUR 492 and PHOTO 492*

*Prerequisite: None.*

*Advisory: This course is intended for advanced Graphic Communication, Photography, and Journalism students or those with similar industry experience. The students' equivalence and technical competency will be determined using the standard department procedure.*

*Course Transferable to CSU*

*Hours: 216 hours LAB*

This lab course is designed to advise and oversee all Graphic Communication, Photography, and Journalism student projects that are being prepared for publication and broadcast with partnered media outlets. Students will produce, edit, and publish a variety of multimedia content using the latest industry standards. This course will emulate real-world expectations and prepare the student in on-the-job proficiency required of media professionals. Students may be required to work individually or on group projects in various areas, including Web graphics and design, online reporting and writing, or with video and multimedia content. GCOM 492, JOUR 492, and PHOTO 492 may be taken for a total combination of up to three times for credit, for a maximum of 12 units.

**GCOM 495 Independent Studies in Graphic Communication 1-3 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LAB*

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**GCOM 498 Work Experience in Graphic Communication 1-4 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 48 hours LEC*

This course involves 12 hours lecture and 18 hours of graphic design, Web design, or animation-related work experience for one unit; 12 hours of lecture and 18 hours of graphic design, Web design, or animation-related work experience can be scheduled for each additional unit. Students are responsible for finding placement or may use internship services available on campus.

**GCOM 499 Experimental Offering in Graphic Communication .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**HEED 300 Health Science 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 310 and ENGWR 101 with grades of "C" or better.*

*General Education: AA/AS Area III(b); CSU Area E1*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course will include, but not be limited to, the study of physical and psychological health, creating healthy and caring relationships, avoiding and overcoming harmful habits, building healthy lifestyles, preventing and fighting disease, and facing life's challenges. Specific topics may include the study of physical, mental, and emotional health; managing stress; violence; sexuality; birth control; pregnancy; childbirth; sexually transmitted diseases, including AIDS; drug, alcohol, and tobacco use and abuse; nutrition and fitness; prevention and fighting communicable disease; aging; environmental health; and consumerism.

**HEED 314 Community First Aid and Safety 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course is the official American Red Cross First Aid/Cardio-Pulmonary Resuscitation/Automated External Defibrillator for Schools and the Community course. Students will learn adult, child, and infant cardiopulmonary resuscitation (CPR). Students will also learn to safely operate an automated external defibrillator (AED) and basic first-aid. Students need to purchase face shields to work on manikins. American Red Cross Community CPR, AED and First Aid certificates will be issued upon completion of this course with a grade of "B" or better and payment of a \$5.00 fee. This certification is valid for one year after the course completion date. This course may be taken four times for credit.

**HEED 321 CPR: BLS for the Professional Rescuer 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(b)*

*Course Transferable to CSU*

*Hours: 9 hours LEC; 27 hours LAB*

Cardio-Pulmonary Resuscitation (CPR): Basic Life Support (BLS) for the Professional Rescuer is designed to meet the special needs of the people who are expected to respond in emergency situations. Included are methods for adult, child, and infant CPR as well as performing two-rescuer CPR, operating an automated external defibrillator (AED), and using rescue-breathing devices. Students will learn the skills the skills a professional rescuer needs to act as a crucial link in the emergency medical services (EMS) system. Students will need to purchase a pocket mask rescue-breathing device. Students who earn at least a "B" in the course and pay a \$5.00 fee will be eligible to receive an American Red Cross certificate in CPR for the Professional Rescuer. This certification is valid for one year after the course completion date. This course may be taken four times for credit.

**HEED 330 Health and Safety in Child Care Settings 1 Unit**

*Same As: ECE 410*

*Prerequisite: None.*

*Advisory: ENGWR 101 and ENGRD 310 with grades of "C" or better.*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course covers health and safety issues in child care centers and family day care homes. Topics include pediatric cardiopulmonary resuscitation, pediatric first aid, and preventative health practices such as control of infectious diseases, injury prevention, nutrition, sanitation, and emergency preparedness and evacuation. This course meets requirements of mandated training for child care providers. Students may receive credit for HEED 330 or ECE 410, but not both.)

**HEED 340 College Success For The Student Athlete 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101 with grades of "C" or better*

*General Education: AA/AS Area III(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is designed to assist student athletes in obtaining the skills and knowledge necessary to reach their educational objective. Topics to be covered include: eligibility and recruitment information as mandated by the California Community College Athletic Association (CCCCAA) and transfer requirements mandated by the National Collegiate Athletic Association. Other topics include: motivation, discipline, memory development, time management, career planning, study skills and techniques, nutrition, drug and alcohol abuse, and violence. Campus resources will be covered. It is highly recommended for student athletes.

**HEED 495 Independent Studies in Health Education 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty members, and students. Independent studies in Health Education offers students a chance to do research that is more typical of community and graduate student work. This course may be taken four times for a maximum of 12 units provided there is no duplication of content areas.

**HEED 499      Experimental Offering in      .5-4 Units**  
**Health Education**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

This is an experimental course offering designed to provide students with courses not normally offered by the Health Education Department. Course topics will be structured around new and emerging issues related to the field of Health Education. This course may be taken four times for a maximum of 16 units as long as there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

Degree:  
A.A. - History

Division of Behavioral and Social Science  
J. Frank Malaret, Dean  
Rodda North 226  
916-558-2401

**History**

**Associate in Arts Degree**

**Program Information**

The history major fosters an understanding of ourselves and our world through the study of the past, both remote and recent. The program develops critical thinking and a broad background in issues and ideas from our past. The major thus prepares students for transfer to B.A. programs in history. It also offers students fundamental preparation for careers in business, government, teaching, and a number of professional fields (for example, paralegal or law careers).

**Transfer Information**

Transfer students should consult the Transfer Information section in this catalog and the History or related major sections of the catalog for the specific institution to which they wish to transfer to determine admissions, general education, and major requirements. Consultation with an SCC counselor is advised.

**Upon completion of this program, the student will be able to:**

- analyze and explain the major historical events and forces in United States history to 1877.
- analyze and explain the major historical events and forces in United States history from 1865 to the present.
- analyze and explain the major historical events and forces in specific world regions and world history through 1500.
- analyze and explain the major historical events and forces in specific world regions and world history since 1500.
- recognize and interpret multiple forms of evidence such as visual materials, oral accounts, statistical records, and artifacts from material culture.
- recognize the distinction between primary and secondary sources and understand how each is used to make historical claims.
- critically analyze and assess historical evidence upon which different explanations and interpretations of historical phenomena are founded.
- critically analyze how historians construct narratives and recognize that interpretations of the past change and are contested.
- plan, organize, and construct, orally and/or in writing, historical narratives.
- identify and explain the sequence of cause and effect of historical phenomena.
- analyze societies in a comparative context and analyze one's own society in the context of other societies.
- understand the historical construction of differences and similarities among groups and regions.
- recognize the influence of global forces and identify their connections to local and regional developments.
- critically assess contacts among and within societies in terms of mutual (though not necessarily symmetrical) interactions, benefits, and costs.
- explain how socially constructed categories (notably race, class, gender, nation, and ethnicity) can be analyzed to explain historical phenomena.
- appreciate the role of geography in history and the constructed nature of geographical categories when thinking about geographical space.

- comprehend that historical analysis is sensitive to context, comparison, interrelations and interactions, and contingency, and demonstrate an awareness that such sensitivity might well require rethinking assumed or traditional historical categories and narratives.
- explain the uses--and the limitations--of historical comparison as an analytic tool.
- explain how the contemporary world has been shaped by its historical development.

**Required Program**

**Units**

Introduction to Early United States History:	
HIST 310 History of the United States (3) .....	3
or HIST 320 History of the United States: African-American Emphasis (3)	
or HIST 483 History of the United States - Honors (3)	
Introduction to Recent United States History:	
HIST 311 History of the United States (3) .....	3
or HIST 321 History of the United States: African-American Emphasis (3)	
or HIST 484 History of the United States - Honors (3)	
Introduction to Western Civilization or World Civilizations:	
HIST 300 History of Western Civilization (3) .....	6
and HIST 302 History of Western Civilization (3) ]	
OR [ HIST 307 History of World Civilizations to 1500 (3)	
and HIST 308 History of World Civilizations, 1500 to Present (3) ]	
Breadth Area. Some courses can be used to satisfy Breadth Area if they were not taken to satisfy Introduction to World and Western Civilizations requirement:	
A minimum of 6 units from the following:.....	6
HIST 300 History of Western Civilization (3)	
HIST 302 History of Western Civilization (3)	
HIST 307 History of World Civilizations to 1500 (3)	
HIST 308 History of World Civilizations, 1500 to Present (3)	
HIST 309 World History in the Twentieth Century (3)	
HIST 344 Survey of California History: A Multicultural Perspective (3)	
HIST 360 History of African Civilizations (3)	
HIST 364 Asian Civilization (3)	
HIST 365 Asian Civilization (3)	
HIST 373 History of Mexico (3)	
HIST 375 The History of Modern Latin America and Caribbean (3)	
HIST 380 History of the Middle East (3)	

**Total Units Required** **18**

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60 unit total. See SCC graduation requirements.

## History (HIST)

### **HIST 300 History of Western Civilization 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(b); AA/AS Area I; CSU Area C2; CSU Area D6; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This is a study of Western Civilization from pre-historic times to the Renaissance. The focus of the course will be on the history of Europe, including a general account of those political, economic, and social institutions as well as the cultural and intellectual forces that have contributed to the making of European societies. The course includes the general study of the nature of history, prehistorical culture, the Ancient Near East, Greece, Rome, the Middle Ages, and the Renaissance.

### **HIST 302 History of Western Civilization 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(b); AA/AS Area I; CSU Area C2; CSU Area D6; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This is a study of Western Civilization from the Renaissance to the present. The course will focus on the political, economic, social, cultural, and intellectual forces that have contributed to the making of modern European societies.

### **HIST 307 History of World Civilizations to 1500 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement through the assessment process  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 4F; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course surveys world history to 1500 with an emphasis on the dynamic interaction of cultures and peoples. The course will emphasize the role of social, political, economic, cultural, and intellectual forces as they shape the major world civilizations. It will also focus on the legacy of these civilizations and their contributions to our present cultures.

### **HIST 308 History of World Civilizations, 1500 to Present 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement through the assessment process  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 4F; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is a survey of world history from 1500 to the present with an emphasis on the dynamic interaction of cultures and peoples. The focus is on the role played by social, political, economic, cultural, and intellectual forces in shaping the major world civilizations, the legacies of these civilizations, and the on-going tension between tradition and modernity.

### **HIST 309 World History in the Twentieth Century 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D6; IGETC Area 4F  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course examines the major historical developments of the 20th Century world: nationalist and revolutionary movements; the development of modern capitalist, communist, and fascist systems; the dynamics of modern colonialism; postcolonial issues; ethnic conflict; environmental challenges; the emergence of new global systems, and the significance of new communication technologies for political movements and nation-states.

### **HIST 310 History of the United States 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(a); AA/AS Area VI; CSU Area C2; CSU Area D5; CSU Area D6; CSU Area F1; CSU Area F2; IGETC Area 4F; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course covers the development of American Institutions and society through Reconstruction and partially fulfills American Institutions requirements. The course emphasizes the role played by political, economic, cultural, and intellectual forces in American society, and the development of multiple ethnic groups in a comparative format. Credit may be earned for History 310 or History 483, but not both.

### **HIST 311 History of the United States 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(a); AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; CSU Area F1; CSU Area F3; IGETC Area 4F; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course surveys the development of American Institutions and society from Reconstruction to the present and partially fulfills American Institutions requirements. The course emphasizes the role played by political, economic, social, cultural, and intellectual forces on the culture and development of multiple ethnic groups in a comparative format. HIST 484 is the "honors" equivalent of HIST 311. Students eligible for the Honors Program may elect to take HIST 484, instead of History 311. Because of the close similarity of both courses, credit may be earned for HIST 311, or for HIST 484, but not for both.

### **HIST 314 Recent United States History 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(a); AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 4F; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course covers United States history from 1945 to the present, offering an in-depth study of post-World War II United States history. Emphasis will be placed on domestic policy, foreign policy, and social and political movements. Credit may be earned for History 314 or History 485, but not both.

**HIST 320 History of the United States: African-American Emphasis 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(a); AA/AS Area V(b); AA/AS Area VI; CSU Area D3; CSU Area D6; CSU Area F1; CSU Area F2; IGETC Area 4F  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This US History course covers the formation of British North American colonies; the formation of the United States as a political institution; the United States Constitution and the founding of American government to the Civil War. Beginning on the African Continent, this course will also examine the origins of the Atlantic Slave Trade and its implications for North American labor systems, including slavery; pay particular attention to the ways in which black people have influenced the formation and development of this nation; examine the ways in which racial issues have shaped American society, culture, and politics.

**HIST 321 History of the United States: African-American Emphasis 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*Advisory:* ENGWR 101 with a grade of "C" or better or ESLW 320 and ESLW 320 with grades of "C" or better.  
*General Education:* AA/AS Area V(a); AA/AS Area V(b); AA/AS Area VI; CSU Area D3; CSU Area D6; CSU Area F1; CSU Area F3; IGETC Area 4F  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course focuses on United States History from 1865 to the Present, including coverage of state and local government emphasizing the role of African Americans. Beginning with a review of the Civil War, History 321 closely examines the Reconstruction Era, the societal "place" of African Americans, the development of "Jim Crow" segregation, and the subsequent legal demise of segregation in American life. This course pays close attention to the ways in which African American people have subsequently shaped and contributed to American society, culture, and politics.

**HIST 344 Survey of California History: A Multicultural Perspective 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D6; IGETC Area 4F  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is a survey of the history of California with an emphasis on the evolution of the state as a multicultural society, beginning with Native Californian cultures prior to contact with Europeans and continuing to the present. Above all, the course examines, compares, and evaluates the historical experiences of Native Californian, Spanish, Mexican, Asian, African American, European American, and other cultural groups and the role the dynamic interaction of those groups has played in creating contemporary realities in California. Field trips to local sites of historical significance may be included.

**HIST 360 History of African Civilizations 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 3B; IGETC Area 4F  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is an introductory survey of African history from prehistory to the present. Major topics will include the rise of societies and states in Africa to 1500 CE, the introduction of Christianity and Islam, the Atlantic slave trade, European colonialism, and the emergence of nation states in modern Africa. The course examines the development of social, political, and economic institutions in Africa, the interactions of peoples and cultures, and Africa's place in global history.

**HIST 364 Asian Civilization 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course surveys Asian civilizations to 1600 with an emphasis on East Asia and South Asia. The course focuses on the major social, cultural, economic, and political transformations of Asia, particularly highlighting the influence of these peoples and states on each other and the world. The course will provide students with a historical understanding of topics such as: the rise of complex societies, states, and empires across Asia; the relationship between settlement-based civilizations and the herding civilizations of Central Asia; the emergence of various philosophies, religions, and identities across Asia; Asian technology and innovations; the impact of the Mongol Empire; and the changing relationship of Asia with the wider world.

**HIST 365 Asian Civilization 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course surveys Asian civilizations from 1600 with an emphasis on East Asia and South Asia. The course focuses on the major social, cultural, economic, and political transformations of Asia since 1600, particularly highlighting the influence of these peoples and states on each other and the world. The course will provide students with a historical understanding of topics such as: internal and external pressures on Asian states and peoples, such as European and U.S. imperialism; the rise and transformation of Asian nationalisms and nationalist movements; the impact of modern wars and revolutions on Asia; and the relationship between Asia and the wider world from 1600 to the present.

**HIST 373 History of Mexico 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement thru the assessment process.

*General Education:* AA/AS Area V(b); AA/AS Area I; AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 3B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This general survey of Mexican history introduces the cultural, economic, political, and social factors that have shaped Mexico from the pre-Columbian era to the present. Topics of study include pre-Columbian civilizations such as the Olmecs, Maya, Aztecs and their cultural contributions through architecture and fine arts, the Spanish conquest, colonial New Spain, race, class, and gender in Mexican society, wars of independence and nation building, foreign invasions by the United States and France, the age of Porfirio Diaz, the Revolution of 1910, the modernization of Mexico, and U.S.-Mexico relations.

**HIST 375 The History of Modern Latin America and Caribbean 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course offers a general survey of Latin American History from the 19th century to the present, with focus on social, political, economic, and cultural developments. Issues studied will include Latin America and the Caribbean in the global economy, dictators and democracy, African and indigenous cultures, feminism and gender, cultural politics, social movements and revolution, and relations with the United States and the world.

**HIST 380 History of the Middle East 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement through the assessment process

*General Education:* AA/AS Area V(b); AA/AS Area I; AA/AS Area VI; CSU Area C2; CSU Area D6; IGETC Area 3B; IGETC Area 4F

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course surveys the history of the Middle East (Southwest Asia) and North Africa with emphasis on the period from the 6th century CE (AD) to the present. The course focuses on the major social, economic, political, and cultural transformations of the region, while taking into account both regional and global contexts of interaction and change in a comparative format. This course will provide students with a historical understanding of the impact of European colonialism, the discovery of petroleum and its consequences, the Palestinian-Israeli conflict, and the role played by the United States in the region.

**HIST 483 History of the United States - Honors 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area V(a); AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; CSU Area F1; CSU Area F2; IGETC Area 4F; IGETC Area 3B

*Enrollment Limitation:* Eligibility for the Honors Program.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course covers the development of American Institutions and society through 1877 and partially fulfills American Institutions requirements. The course emphasizes the role played by political, economic, social, cultural, and intellectual forces on the culture and development of multiple ethnic groups in a comparative format. The class is conducted in a seminar format and uses an intensive instructional methodology that is designed to challenge motivated students. Credit may be earned for History 310 or History 483, but not both.

**HIST 484 History of the United States - Honors 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area V(a); AA/AS Area V(b); AA/AS Area VI; CSU Area C2; CSU Area D6; CSU Area F1; CSU Area F3; IGETC Area 4F; IGETC Area 3B

*Enrollment Limitation:* Eligibility for the Honors Program.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the study of American history from 1865 to the present day. It is a seminar-style honors course that uses an intensive instructional methodology that is designed to challenge motivated students and cultivate advanced critical thinking skills. Particular emphasis will be placed on the role played by the complex interrelationships of political, economic, social, and cultural forces in United States history after World War II, and role played by multiple ethnic groups as well. This course is not open to students who have completed HIST 311.

**HIST 485 Recent United States History - Honors 3 Units**

*Prerequisite:* ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area V(a); AA/AS Area V(b); CSU Area C2; CSU Area D6; IGETC Area 4F; IGETC Area 3B

*Enrollment Limitation:* Eligibility for the Honors Program

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the study of American history from 1945 to the present day. It is a seminar-style honors course that uses an intensive instructional methodology designed to challenge motivated students and cultivate advanced critical thinking skills. Particular emphasis will be placed on the role played by complex interrelationships of political, economic, social, and cultural forces in United States history after World War II, and the role played by multiple ethnic groups as well. This course is not open to students who have completed HIST 314.



**HIST 494      Topics in History      .5-4 Units**

*Prerequisite: ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

The content of this class will differ each time the course is offered. The objective is to examine various issues of historical significance. U.C. transfer credit will be awarded only after the course has been evaluated by the enrolling U.C. campus. The units completed for this course cannot be counted toward the minimum 60 units required for admission. This course may be taken four times.

**HIST 495      Independent Studies in History      1-3 Units**

*Prerequisite: ENGWR 101 or ESLW 320 with a grade of "C" or better; or placement through the assessment process.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

An independent studies project involves an individual student or a small group of students who wish to study, research and/or pursue historical topics beyond those covered in regularly offered courses. This course will allow students to study specific topics and gain new perspectives in the discipline. U.C. transfer credit will be awarded only after the course has been evaluated by the enrolling U.C. campus. The units completed for this course cannot be counted toward the minimum 60 units required for admission. This course may be taken four times.

**HIST 499      Experimental Offering in History      .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Human Career Development      HCD

Division of Counseling and Student Success  
 David Rasul, Dean  
 Rodda North 111  
 916-558-2289

- 
- HCD 81      Diagnostic Assessment      .5 Unit**  
*Prerequisite: None.*  
*Hours: 9 hours LEC*  
 This course is designed to evaluate eligibility for Learning Disability Program services, using guidelines mandated by the California Community Colleges system. This course will be graded on a Pass/No Pass basis. This course is an open entry/open exit course. Consent of instructor is required. Contact the Learning Disability Office for more information.
- HCD 83      Diagnostic Learning in English      2 Units**  
*Prerequisite: None.*  
*Hours: 18 hours LEC; 54 hours LAB*  
 This is an intensive individualized course offering learning strategies and instructional intervention for students who have difficulty learning English concepts despite traditional methods of instruction. This course is designed and monitored by the Learning dis(Abilities) Program instructor to develop the perceptual skills needed to improve reading and spelling. This course may be taken twice for credit.
- HCD 84      Advanced Diagnostic Learning in English      2 Units**  
*Prerequisite: HCD 83 with a grade of "C" or better*  
*Hours: 18 hours LEC; 54 hours LAB*  
 This course builds upon the content of HCD 83 by further developing students' perceptual skills to improve reading and spelling. The course may be taken twice for credit.
- HCD 85      Diagnostic Learning in Mathematics      2 Units**  
*Prerequisite: None*  
*Hours: 18 hours LEC; 54 hours LAB*  
 This course is designed for students with disabilities who have difficulty learning mathematics through traditional modes of instruction. The emphasis is on assisting students with learning disabilities to prepare for college-level mathematics. It offers individualized, self-paced instruction based upon students' current skills and educational goals. This course may be taken four times for credit.
- HCD 89      Study Strategies Lab      .5-1 Unit**  
*Prerequisite: None.*  
*Hours: 54 hours LAB*  
 This course will provide non-traditional instructional support for students with disabilities who are enrolled in other college courses. Graded on a Pass/No Pass basis. This is an open-entry, open-exit course that can be taken for 0.5-1.0 units. This course may be taken four times for a maximum of 4 units.
- HCD 110      Building Foundations for Success      3 Units**  
*Prerequisite: None.*  
*General Education: AA/AS Area III(b)*  
*Hours: 54 hours LEC*  
 This course provides success strategies and support services to entry level students. The strategies and support services are threaded through three critical areas that enhance student success: academic skills, personal life management, and educational navigation. An optional field trip(s) may be included.
- HCD 114      Human Potential Seminar      2 Units**  
*Prerequisite: None.*  
*Hours: 36 hours LEC*  
 This course provides an in-depth examination of techniques to be used in enhancing one's chances for success in college. It is designed to meet the needs of students who are experiencing difficulty in achieving their goals in higher education. Course topics include: motivation, goal setting, communication skills, time management, exam preparation, note taking, and reading college textbooks. This course is designed to assist probationary, dismissed, and academically under-prepared students who seek to improve their academic standing.
- HCD 116      Orientation to College      .5-1 Unit**  
*Prerequisite: None.*  
*Hours: 18 hours LEC; 6 hours LAB*  
 This course is designed to introduce the student to college resources, programs, and services. Topics covered include short-term goal setting, skill and interest assessment, educational alternatives, college requirements, and procedures. A field trip may be required.
- HCD 138      MESA/CCCP Orientation      1 Unit**  
*Prerequisite: None.*  
*Hours: 18 hours LEC; 6 hours LAB*  
 This course is designed to assist MESA students in obtaining the knowledge and skills necessary to reach their educational objectives in engineering, mathematics, and science related fields. Topics to be covered include: decision making on careers, education and personal enrichment, study skills and habits, time management, academic preparation, career ladders, building of self-confidence, educational and career strategies and compatibility with success in college. A field trip may be offered.
- HCD 299      Experimental Offering in Human Career Development      .5-4 Units**  
*Prerequisite: None*  
*Hours: 90 hours LEC*  
 See Experimental Offerings

**HCD 302 The Puente Project 1 Unit**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course is designed to assist under-represented, motivated students by promoting transfer, student success, and community leadership and is open to all students. Topics in this course include time management, graduation and transfer requirements, campus and community resources, creating a personal statement, and developing mentor relationships. Field trips and activities outside of class may be required. This course may be taken twice for credit for a maximum of two units.

**HCD 310 College Success 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 11 and ENGWR 51 or ESLR 310 and ESLW 310 with grades of "C" or better.*

*General Education: AA/AS Area III(b); CSU Area E1*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is designed to assist students in obtaining the skills and knowledge necessary to reach their educational objectives. Topics to be covered include: motivation and discipline, memory development, time management, communication skills, career planning, study skills and techniques, question asking skills, and personal issues that face many college students. College resources and information competency will also be covered. It is highly recommended for new and continuing students. The course may be offered for specific populations. An optional field trip may be included.

**HCD 312 Guidance for U.S. Newcomers 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(b)*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 6 hours LAB*

This course will introduce newcomers to cross cultural vocational issues and college expectations. Teaching materials are designed to transmit concepts on cultural adjustment, occupational information, work in America and expectations of work and education. Field trips may be required.

**HCD 318 Transfer: Making It Happen 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(b)*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course will introduce students to strategies for successful transfer and eventual graduation from a four-year college or university. College research, general breadth/major requirements, self-analysis, and differentiation between college selection and majors will be included. Optional field trips may be included.

**HCD 330 Life and Career Planning 1 Unit**

*Prerequisite: None.*

*Advisory: ENGRD 11 or ENGWR 51 or ESLR 310 or ESLW 310 with a grade of "C" or better.*

*General Education: AA/AS Area III(b)*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course offers a holistic approach to life and career planning based on extensive measurement of interests, aptitudes, skills, values, personality, and life and personal circumstances. Personal and career goals will be formulated using career research and decision-making strategies.

**HCD 360 Academic Skills**

*This course may be found under Learning, Tutoring, and Academic Technology (LTAT).*

**HCD 495 Independent Studies in Human Career Development 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**HCD 499 Experimental Offering in Human Career Development .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Human Services

## HSER

Division of Learning Resources  
 Dr. Rhonda Rios Kravitz, Dean  
 Learning Resource Center 236  
 916-558-2253

**HSER 92 Prerequisite Skills Assistance**  
**HSER 370 Introduction to Individual Peer Tutoring**  
**HSER 372 Introduction to Individual Peer Writing Tutoring**  
**HSER 373 Introduction to Group Peer Tutoring**  
*These courses may be found under Learning, Tutoring, and Academic Technology (LTAT).*

**HSER 495 Independent Studies in Human Services 1-3 Units**  
*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 162 hours LAB*  
 This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members and students. Independent studies in human services offers students a chance to do research and/or experimentation that is more typical of industry and graduate student work. This course may be taken four times for credit.

**HSER 499 Experimental Offering in Human Services .5-4 Units**  
*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 72 hours LEC*  
 This course will be an experimental offering on topics not yet covered by current Human Services courses or an offering that addresses topics as they arise. This course can be repeated for credit four times as long as there is no duplication of topics.

**HSER 1000 Supervised Tutoring 0 Unit**  
*Prerequisite: None*  
*Enrollment Limitation: Student must be enrolled in a college credit course and be referred by an instructor or counselor.*  
 This course offers individualized tutoring designed to assist students to increase their success in college courses. Content will vary depending upon the adjunct course. Attention will be given to essential study skills and utilization of campus learning resources. Students may enroll for support of more than one college course per semester. This course may be repeated in subsequent semesters.

Degree:  
A.A. - Humanities

Division of Humanities and Fine Arts  
Chris Iwata, Dean  
Performing Arts Center 137  
916-558-2551

**Humanities**

**Associate in Arts Degree**

**Program Information**

The Humanities program allows student to focus on classical, Western, and non-Western humanities. Courses examine the art, architecture, literature, music, philosophy, religion, and historical movements of world cultures.

**Upon completion of this program, the student will be able to:**

- investigate enduring human values as expressed in the arts and/or philosophies of various cultures.
- evaluate the impact of arts and ideas upon various societies.
- examine the relationships among the “letters” (philosophical treatises and literary works) and “arts” (music, architecture, theater, and visual arts) during particular epochs of cultural development.
- evaluate the artistic, cultural, and religious achievements of a particular period by comparing and contrasting them to the achievements of previous and subsequent periods.
- research topics and write academic papers that examine the arts, literature, and/or philosophy of particular eras in history.

**Required Program**

**Units**

HUM 300 Classical Humanities.....	3
HUM 310 Modern Humanities.....	3

A minimum of 3 units from the following:.....	3
PHIL 300 Introduction to Philosophy (3)	
PHIL 330 History of Classical Philosophy (3)	
PHIL 331 History of Modern Philosophy (3)	
PHIL 338 Contemporary Philosophy (3)	
PHIL 352 Introduction to World Religions (3)	
PHIL 354 Religions of the West (3)	

A minimum of 9 units from the following:.....	9 <sup>1</sup>
Any ARTH (Art History) courses	
COMM 305 Oral Interpretation (3)	
ENGLT 303 Introduction to the Short Story (3)	
ENGLT 304 Introduction to Poetry (3)	
ENGLT 311 English Literature (3)	
ENGLT 320 American Literature (3)	
ENGLT 321 American Literature (3)	
ENGLT 331 African-American Literature (1730-1930) (3)	
ENGLT 332 African-American Literature (1930-Present) (3)	
ENGLT 345 Mythologies of the World (3)	
ENGLT 360 Women in Literature (3)	
ENGLT 370 Children and Literature (3)	
ENGLT 392 Science Fiction and Fantasy (3)	
ENGLT 401 Women in Film and Literature (3)	
ENGLT 494 Topics in Literature (3)	
Any Foreign Language course 411 or 412	
HIST 300 History of Western Civilization (3)	
HIST 302 History of Western Civilization (3)	
HIST 364 Asian Civilization (3)	
HIST 365 Asian Civilization (3)	
Any Humanities courses	
MUFHL 305 Music Appreciation (3)	
MUFHL 310 Survey of Music History and Literature (3)	
MUFHL 311 Survey of Music History and Literature (3)	
MUFHL 330 World Music (3)	
Any Philosophy courses	
TA 300 Introduction to the Theatre (3)	
TA 302 History and Theory of the Theatre I (3)	
TA 303 History and Theory of the Theatre II (3)	
TA 310 Introduction to Film (3)	
or ENGLT 400 Introduction to Film (3)	
Any Honors version of the courses listed above	

**Total Units Required** **18**

<sup>1</sup> A student must take courses from at least five of the nine areas.

**Associate in Arts (A.A.) Degree**

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Humanities

### **HUM 300 Classical Humanities 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 or ESLW 340 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is a survey of Western culture that focuses on human accomplishment expressed through painting, sculpture, architecture, music, literature, religion, and philosophy. Emphasis is on the civilizations of the ancient world, Egypt, Greece, Rome, and the Middle Ages. Optional field trips may be used.

### **HUM 310 Modern Humanities 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This is an interdisciplinary course dealing with Western Civilization: literature, art, music, philosophy, and history. This course concentrates on the period from the Renaissance in Europe to the present day.

### **HUM 332 American Humanities 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; CSU Area C2; IGETC Area 3B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course analyzes the literature, art, music, philosophy, and history in America, both before and after the arrival of European explorers. The arts of African American, Native American, Asian American, Eurocentric, and Latino cultures are investigated in order to understand issues of race, ethnicity, class, and gender as they impact American life and culture.

### **HUM 352 Religious Themes in Western Art, Literature and Music 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 300 with a grade of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; CSU Area C2; IGETC Area 3B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course explores major religious themes and their influence on cultural forms such as visual art, literature, philosophy, music, and film. The course emphasizes increasing students' appreciation of the works studied and encourages students to recognize the relationship between these works and the social context in which they were produced.

### **HUM 480 Classical Humanities - Honors 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B*

*Enrollment Limitation: Eligibility for the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is a survey of Western culture that focuses on human accomplishment expressed through painting, sculpture, architecture, music, literature, religion, and philosophy. Emphasis is on the civilizations of the ancient world, Egypt, Greece, Rome, and the Middle Ages. This honors section leads the student through an intensive and scholarly approach to the subject matter in a seminar environment and uses an intensive instructional methodology designed to challenge motivated students.

### **HUM 483 American Humanities - Honors 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; CSU Area C2; IGETC Area 3B*

*Enrollment Limitation: Eligibility for the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course analyzes the literature, art, music, philosophy and history in America, both before and after the arrival of European explorers. The arts of African American, Native American, Asian American, Eurocentric, and Latino cultures are investigated in order to understand issues of race, ethnicity, class, and gender as they impact American life and culture. This honors section leads the student through an intensive and scholarly approach to the subject matter in a seminar environment and uses an intensive instructional methodology designed to challenge motivated students.

### **HUM 495 Independent Studies in Humanities 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC*

See Independent Studies

### **HUM 499 Experimental Offering in Humanities .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC*

See Experimental Offering

## Independent Studies

### Independent Studies in (Subject)

#### 295 Independent Studies in (Subject) 1-3 Units

*Not transferable*

This is an Independent Studies course that involves an individual student or small group of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among the college, faculty member and student(s).

An application for Independent Studies must be filed before the end of the eighth week of the semester in which the study is to be completed. If the study is not completed by the end of the semester, a new application is not required if the unit(s) are to be granted in a subsequent semester.

ACCT 295  
 AH 295  
 BIOL 295  
 BUSTEC 295  
 CISC 295  
 COSM 295  
 DAST 295  
 DHYG 295  
 ECE 295  
 ET 295  
 FCS 295  
 GCOM 295  
 MATH 295  
 MET 295  
 MGMT 295  
 MTRCL 295  
 OTA 295  
 PTA 295  
 RAILR 295  
 VN 295

#### 495 Independent Studies in (Subject) 1-3 Units

*Course Transferable to:*

*CSU (elective units)*

*UC (for those marked with an asterisk, 495\*) Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

This is an Independent Studies course that involves an individual student or small group of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among the college, faculty member and student(s). An application for Independent Studies must be filed before the end of the eighth week of the semester in which the study is to be completed. If the study is not completed by the end of the semester, a new application is not required if the unit(s) are to be granted in a subsequent semester.

ACCT 495*	HIST 495*
ADMJ 495	HSER 495
AERO 495	HUM 495*
AH 495	JAPAN 495*
ANTH 495*	JOUR 495
ART 495*	KINES 495*
ARTH 495*	LIBR 495
ASTR 495*	LIBT 495
BIOL 495*	MAND 495*
BUS 495	MATH 495*
CANT 495*	MET 495
CHEM 495*	MGMT 495
CISC 495*	MKT 495
COMDE 495	MTRCL
COMM 495*	MUFHL 495*
ECE 495*	MUIVI 495*
ECON 495*	MUP 495*
EDT 495	MUSM 495
ENGCW 495*	NURSE 495
ENGED 495	PHIL 495*
ENGLT 495*	PHOTO 495
ENGR 495*	PHYS 495*
ENGRD 495	POLS 495*
ENGWR 495*	PSYC 495*
FASHN 495	RE 495
FCS 495*	RUSS 495*
FREN 495*	SILA 495*
GCOM 495*	SOCSC 495*
GEOG 495*	SOC 495*
GEOL 495*	SPAN 495*
GERM 495*	STAT 495*
GERON 495*	SURVY 495*
HCD 495*	TA 495*
HEED 495	VIET 495*

## Instructional Assisting

### Degrees:

- A.A. - Instructional Assisting-Bilingual/Bicultural Emphasis
- A.A. - Instructional Assisting-General
- A.A. - Instructional Assisting-Special Education

### Division of Behavioral and Social Science

J. Frank Malaret, Dean  
Rodda North 226  
916-558-2401

### Certificates of Achievement:

- Instructional Assisting-Bilingual/Bicultural Emphasis
- Instructional Assisting-General
- Instructional Assisting-Special Education

## Instructional Assisting-Bilingual/Bicultural Emphasis

Associate in Arts Degree  
Certificate of Achievement

### Program Information

Upon completion of program, students are prepared for work in K-12 and related educational institutions at the paraprofessional level under the supervision of those with professional degrees. Students with the A.A. degree will be compensated at a higher level than those with a certificate due to increased breadth and depth of the program. It is anticipated that future developments in the field of education will contain many openings at the paraprofessional level. Students proposing entry into this program should consult with counselors and Early Childhood Education instructors before pursuing it.

### Career Opportunities

Students will be qualified to apply for an Instructional Aide job in K-12 public schools.

### Upon completion of this program, the student will be able to:

- apply for an instructional aide job in K-12 public school.
- integrate child development fundamentals and basic educational practices into lesson planning when working with children.

### Required Program

	Units
FCS 312 Child Development (3) or ECE 312 Child Development (3) .....	3
ECE 314 The Child, the Family and the Community (3) or FCS 314 The Child, the Family and the Community (3) or SOC 312 The Child, the Family and the Community (3) .....	3
ECE 400 Children with Exceptional Needs .....	3
ECE 350 Introduction to Elementary Teaching with Field Experience .....	3
ECE 430 Culture and Diversity in Early Childhood Education .....	3

A minimum of 12 units from the following:..... 12  
Foreign Language Courses 401, 402, 411, 412

**Total Units Required** **27**

### Suggested Electives

ECE 300, 320, 321, 323, 356, 358, 360, 362, 415, 450, 498; FCS 346; TA 404, ENGED 320, ENGLT 370

### Associate of Arts Degree (A.A.)

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet the 60-unit total. See SCC graduation requirements.

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Instructional Assisting-General

Associate in Arts Degree  
Certificate of Achievement

### Required Program

	Units
FCS 312 Child Development (3) or ECE 312 Child Development (3) .....	3
ECE 314 The Child, the Family and the Community (3) .....	3
or FCS 314 The Child, the Family and the Community (3) or SOC 312 The Child, the Family and the Community (3)	
ECE 400 Children with Exceptional Needs .....	3
ECE 350 Introduction to Elementary Teaching with Field Experience .....	3
ECE 410 Health and Safety in Child Care Settings (1) .....	1
or HEED 330 Health and Safety in Child Care Settings (1)	
ECE 358 Activities for the School-Age Child (Six to Fourteen Years) .....	3
ECE 323 The Effective Parent-Teacher (3) .....	3
or ECE 322 Promoting Children's Social Competence (3)	
ECE 430 Culture and Diversity in Early Childhood Education .....	3
ENGED 320 Service Learning: Tutoring Elementary Students in Reading.....	3

A minimum of 3 units from the following:..... 3

ECE 300 Introduction to Principles and Practices in Early Childhood Education (3)	
ECE 320 Curriculum and Interactions in Early Childhood Education (4)	
ECE 321 Advanced Practicum in Early Childhood Education (4)	
ECE 356 Programs for the School-Age Child (3)	
ECE 360 Art in Early Childhood (3)	
ECE 362 Music for Children (3)	
ECE 498 Work Experience in Early Childhood Education (1 - 4)	
FCS 340 Nutrition (3)	
TA 404 Techniques of Puppetry (3)	
ENGLT 370 Children and Literature (3)	
ECE 415 Children's Health, Safety and Nutrition (3) or FCS 346 Children's Health, Safety and Nutrition (3)	
FCS 330 Sociology of Aging (3) or GERON 300 Sociology of Aging (3) or SOC 335 Sociology of Aging (3)	

**Total Units Required** **28**

### Suggested Electives

ECE 300, 320, 321, 356, 358, 362, 415, 498; FCS 330, 340; GERON 300, SOC 335, TA 404, ENGED 320, ENGLT 370

### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet the 60-unit total. See SCC graduation requirements.

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent.



## Instructional Assisting-Special Education

### Associate in Arts Degree

#### Certificate of Achievement

Required Program	Units
FCS 312 Child Development (3) ..... 3 or ECE 312 Child Development (3)	3
FCS 314 The Child, the Family and the Community (3) ..... 3 or SOC 312 The Child, the Family and the Community (3) or ECE 314 The Child, the Family and the Community (3)	3
ECE 320 Curriculum and Interactions in Early Childhood Education ..... 4	4
ECE 330 Infant Development..... 3	3
ECE 400 Children with Exceptional Needs ..... 3	3
ECE 350 Introduction to Elementary Teaching with Field Experience . 3	3
ECE 410 Health and Safety in Child Care Settings (1) ..... 1 or HEED 330 Health and Safety in Child Care Settings (1)	1
ECE 322 Promoting Children's Social Competence (3) ..... 3 or ECE 323 The Effective Parent-Teacher (3)	3
ECE 430 Culture and Diversity in Early Childhood Education ..... 3	3
ENGED 320 Service Learning: Tutoring Elementary Students in Reading..... 3	3
<b>Total Units Required</b>	<b>29</b>

#### Suggested Electives

ECE 300, 321, 356, 358, 360, 362, 415, 498; FCS 346, TA 404,  
ENGLT 370

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet the 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Intercultural Studies

**Degree:**  
A.A. - Intercultural Studies

**Division of Behavioral and Social Sciences**  
**J. Frank Malaret, Dean**  
**Rodda North 226**  
**916-558-2401**

### Intercultural Studies

#### Associate in Arts Degree

#### Program Information

The Intercultural Studies Associate of Arts degree prepares students for careers in which they will interact with people from a variety of cultural backgrounds. The Intercultural Studies major is an interdisciplinary major drawing from coursework in sociology, history, humanities, geography, anthropology, and a foreign language.

#### Career Opportunities

International business, international marketing, international affairs, import-export trade, teacher, social work, international affairs, public relations, international law, law enforcement, lobbyist.

#### Upon completion of this program, the student will be able to:

- explain the ways in which culture and knowledge interconnect with the past, present and future of human society.
- integrate content knowledge into critical thinking skills around issues of culture, cultural variation, and intercultural interactions, conflicts and collaborations.
- demonstrate competence in intercultural communication skills essential to success in a globalized and multicultural workplace
- demonstrate an understanding of the role of culture, geography, and history in diverse human societies and social contexts, both international and domestic.
- communicate with at least basic proficiency in a foreign language, including American Sign Language.
- demonstrate the ability to apply social science principles, humanities content knowledge and intercultural communication skills in the workplace.

#### Required Program

#### Units

ANTH 310 Cultural Anthropology (3) .....	3
or ANTH 481 Cultural Anthropology Honors (3)	
COMM 325 Intercultural Communication.....	3
GEOG 310 Human Geography: Exploring Earth's Cultural Landscapes .....	3
SOCSC 300 Introduction to Ethnic Studies.....	3

A minimum of 8 units from the following:..... 8  
Two semesters of 401, 402-level or higher Foreign Language courses in any foreign language, including American Sign Language

A minimum of 6 units from the following:..... 6<sup>1</sup>  
HIST 360 History of African Civilizations (3)  
HIST 364 Asian Civilization (3)  
HIST 365 Asian Civilization (3)  
HIST 373 History of Mexico (3)  
HIST 380 History of the Middle East (3)

A minimum of 3 units from the following:..... 3  
ARTH 320 Cultural Survey of World Art (3)  
ARTH 324 Art of the Americas (3)  
ARTH 328 Survey of African Art (3)  
ARTH 332 Asian Art (3)  
ENGLT 345 Mythologies of the World (3)

#### Total Units Required

**29**

<sup>1</sup>This requirement is for content knowledge and understanding of global cultures.

#### Associate in Arts Degree

The Associate in Arts (A.A.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

Division of Behavioral and Social Science  
 J. Frank Malaret, Dean  
 Rodda North 226  
 916-558-2401

**INDIS 240 Service Learning Component 1 unit**

*Prerequisite: None*

*Enrollment Limitation: This is a service learning component that is linked to designated service learning courses. Students must be co-enrolled in a designated service learning course, and the prerequisites of that course must be met. Consultation with the instructor is required prior to enrollment and will generally take place during the first week of class.*

*General Education: AA/AS Area III(b)*

*18 hours Lecture*

This is an one-unit service learning course that can be added only to specific classes that will be designated in the Schedule of Classes. Students must be co-enrolled in a designated service learning course, and the prerequisites of that course must be met. Consultation with the instructor is required prior to enrollment and will generally take place during the first week of class. This course is designed to provide students with civic activities related to their coursework and will allow students to take an experiential approach to learning practical applications of course concepts. It can be added to existing classes in a variety of disciplines and may be taken up to four (4) times with different classes that have been designated in the Schedule of Classes.

**INDIS 340 Service Learning Component 1 Unit**

*Prerequisite: None*

*General Education: AA/AS Area III(b)*

*Enrollment Limitation: This is a service learning component which is linked to designated service learning courses. Students must be co-enrolled in a designated service learning course, and the prerequisites of that course must be met. Consultation with the instructor is required prior to enrollment and will generally take place during the first week of class.*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This is an one-unit service learning course that can be added only to specific classes that will be designated in the Schedule of Classes. Students must be co-enrolled in a designated service learning course, and the prerequisites of that course must be met. Consultation with the instructor is required prior to enrollment and will generally take place during the first week of class. This course is designed to provide students with civic activities related to their coursework and will allow students to take an experiential approach to learning practical applications of course concepts. It can be added to existing classes in a variety of disciplines and may be taken up to four (4) times with different classes that have been designated in the Schedule of Classes.

## International Studies

### Degree:

A.A. - International Studies

### Division of Behavioral and Social Sciences

J. Frank Malaret, Dean

Rodda North 226

916-558-2401

## International Studies

### Associate in Arts Degree

#### Program Information

The major consists of a core of 30-32 units, which satisfy university transfer requirements. Elective courses allow students to pursue interests in languages, culture, business, philosophy, history, fine arts, literature, and other studies. Students who undertake the ISP major will prepare for transfer to universities that offer International Studies Majors or related fields; engage in course work that will broaden their perspective and skills in the field of international relations; have access to individual counseling for program planning and career development through a mentoring program with the Program Director; and be afforded the opportunity to develop foreign language proficiency.

#### Career Opportunities

The International Studies degree is designed to facilitate students' successful transfer to B.A. programs and, in so doing, prepare them for advanced study in a variety of graduate programs. Careers can be found in Foreign Service, Governmental Relations, Public Affairs, International Trade, Civil Service, Lobbyist, Law, Fiscal Analysis, Teaching, Non-Governmental Organizations, Language Specialist, International Advocacy, International Consultancy.

#### Recommended High School Preparation

Standard college preparatory program.

#### Four Year Transfer Information

UC/CSU systems require standard/basic preparatory course work prior to transfer. The ISP core courses (30 units) are designed to meet articulation and transferability to International Studies, International Relations, and International Business major requirements.

#### Required Program

	Units
ANTH 310 Cultural Anthropology (3)	
or ANTH 481 Cultural Anthropology Honors (3).....	3
COMM 325 Intercultural Communication.....	3
ECON 302 Principles of Macroeconomics.....	3
GEOG 320 World Regional Geography (3)	
or GEOG 480 World Regional Geography Honors (3).....	3
HIST 308 History of World Civilizations, 1500 to Present.....	3
HIST 311 History of the United States (3)	
or HIST 484 History of the United States Honors (3).....	3
POLS 310 Introduction to International Relations (3) .....	3
or POLS 480 Introduction to International Relations - Honors (3)	
SOCSC 493 Topics in International Studies.....	.5-4
Foreign Language (Two Semesters) .....	8

#### Total Units Required

**29.5-33**

#### Suggested Electives

ARTH 320; ECON 304; ENGLT 480, 481; FCS 342 or NUTRI 310;  
HCD 310; HIST 307; PHIL 352; SOCSC 352 or SOC 345

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completing the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

# Journalism JOUR

Degree:  
A.A. - Journalism

Certificate of Achievement:  
Multimedia News Specialist

Division of Language and Literature  
Albert Garcia, Dean  
Rodda South 226  
916-558-2325

## Journalism Associate in Arts Degree

### Program Information

A major in journalism offers students the opportunity to take courses in media theories, news writing and reporting, AP style, and writing for publication, which readies them for the following courses that offer hands-on experience in three award-winning, student-produced publications: the Express, a biweekly print newspaper; Mainline, a magazine published once a semester; and the online news publication. The Journalism degree prepares students for university-level studies in Journalism and leads to entry-level employment and careers in print, broadcast, and online news media.

### Career Opportunities

The journalism A.A. degree is for students who have a goal of becoming journalism or communications professionals, for which a degree is now expected. Some students pursuing this degree are future transfers who plan to major or minor in journalism at a four-year university and can complete lower-division major requirements through the A.A. Other students are re-entry students with a four-year degree and desire to add an associate degree in journalism to their resume so they can obtain a position as a niche media person: an education reporter, a science editor, or a media outlet manager, for which a journalism degree is beneficial. Other re-entry students desire a journalism A.A. that will provide them with the skills to work in journalism, and then apply to journalism graduate schools. This program gives students the opportunity to prepare for entry-level positions as print and multimedia writers, reporters, copy editors, photographers, and designers for online media, broadcast stations, small newspapers, newsletters, or magazines.

### Upon completion of this program, the student will be able to:

- analyze content of newspapers, magazines, and on-line media.
- demonstrate an understanding of basic news, feature writing, and reporting in print and on-line media.
- evaluate and critique their own journalistic work and the work of others.
- apply knowledge of grammar and AP style to create mass media products that conform with journalistic conventions.
- produce news and feature articles and/or news and feature photographs for publication in a newspaper, magazine or on-line publication.
- apply principles of audience and journalistic ethics to writing and photography, especially as the student's journalistic work relates to gender, ethnicities, and class.
- demonstrate understanding of the fundamentals of mass media theories, concepts, and practices as they relate to gender, ethnicities and class constructs.

Required Program for the Degree	Units
JOUR 300 Newswriting and Reporting.....	3
JOUR 302 Style for Media Writers .....	1
JOUR 310 Mass Media and Society (3) .....	3
or ENGWR 384 Mass Media and Society (3)	
or COMM 351 Mass Media and Society (3)	
JOUR 402 College Newspaper Production.....	3
JOUR 406 Online Production .....	3
PHOTO 350 Photojournalism .....	3 - 4
A minimum of 12 units from the following:.....	12
JOUR 403 College Magazine Production (3)	
ENGWR 330 Writing for Publication (3)	
or JOUR 340 Writing for Publication (3)	
JOUR 320 Race and Gender in the Media (3)	
JOUR 405 Publications Production Skills Lab (0.5 - 3)	
GCOM 319 Print and Multimedia Publication Design (3)	
GCOM 313 Digital Layout 1 (3)	
PHOTO 380 Multimedia Capture I (3)	
PHOTO 312 Intermediate Digital Photography (3)	
or GCOM 330 Digital Imaging 1 (3)	
WEXP 498 Work Experience in (Subject) (1 - 4)	
or JOUR 498 Work Experience in Journalism (1 - 4)	
<b>Total Units Required</b>	<b>28-29</b>

### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completing the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Multimedia News Specialist Certificate of Achievement

### Program Information

A certificate as a Multimedia News Specialist offers students the opportunity to take courses in media theories, news writing and reporting, AP style, and writing for publication, which readies them for the following courses that offer hands-on experience in three award-winning, student-produced publications: the Express, a biweekly print newspaper; Mainline, a magazine published once a semester; and saccityexpress.com, a daily online news publication. The certificate prepares students for employment opportunities that require knowledge of and skills in producing print, broadcast, and online media.

**Career Opportunities**

The Multimedia News Specialist certificate is geared for students who need to develop media skills as a component of their existing job, or want to acquire media skills as an opportunity to advance. The certificate is meant to train vocational students for work on print or on-line publications at a business, organization, or government agency. Students in this category may be, or want to become, responsible in their job duties for business newsletters, company Web sites, or public relations outreach within organizations. Students pursuing a certificate often are not interested in an exclusive media career, but want media skills to enhance their present job skills. They typically are not students who desire a professional media career. This certificate gives students the opportunity to gain skills as print and multimedia editors, writers, reporters, copy editors, photographers, designers on a company's or organization's on-line media Web site, newsletter, or trade magazine.

**Upon completion of this program, the student will be able to:**

- analyze content of newspapers, magazines, and on-line media.
- demonstrate an understanding of basic news, feature writing, and reporting in print and on-line media.
- evaluate and critique their own journalistic work and the work of others.
- apply knowledge of grammar and AP style to create mass media products that conform with journalistic conventions.
- produce news and feature articles and/or news and feature photographs for publication in a newspaper, magazine or on-line publication.
- apply principles of audience and journalistic ethics to writing and photography, especially as the student's journalistic work relates to gender, ethnicities, and class.
- demonstrate understanding of the fundamentals of mass media theories, concepts, and practices as they relate to gender, ethnicities and class constructs.

**Required Program for the Degree**

	<b>Units</b>
JOUR 300 Newswriting and Reporting.....	3
JOUR 302 Style for Media Writers .....	1
JOUR 310 Mass Media and Society (3) .....	3
or ENGWR 384 Mass Media and Society (3)	
or COMM 351 Mass Media and Society (3)	
JOUR 402 College Newspaper Production.....	3
JOUR 406 Online Production .....	3
PHOTO 350 Photojournalism .....	3 - 4

A minimum of 12 units from the following:..... 12

- JOUR 403 College Magazine Production (3)
- JOUR 340 Writing for Publication (3)
- or ENGWR 330 Writing for Publication (3)
- JOUR 320 Race and Gender in the Media (3)
- JOUR 405 Publications Production Skills Lab (0.5 - 3)
- GCOM 319 Print and Multimedia Publication Design (3)
- GCOM 313 Digital Layout 1 (3)
- PHOTO 380 Multimedia Capture I (3)
- GCOM 330 Beginning Photoshop (3)
- or PHOTO 400 Digital Imaging (3)
- JOUR 498 Work Experience in Journalism (1 - 4)
- or WEXP 498 Work Experience in (Subject) (1 - 4)

**Total Units Required** **28-29**

**Certificate of Achievement**

A Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better or equivalent.

## Journalism (JOUR)

**JOUR 300 Newswriting and Reporting 3 Units**

*Prerequisite:* JOUR 302 with a grade of "C" or better or may be taken concurrently.

*Advisory:* ENGWR 101 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is a beginning course in newswriting and reporting. It provides instruction and practice in news reporting and fundamentals of news writing, including analyses of news stories and different types of stories in newspapers and magazines. The course concentrates on news leads and simple news story types, organization and structure of news and feature stories, and the language and style of journalism.

**JOUR 302 Style for Media Writers 1 Unit**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This course provides a review of English grammar for writers who seek careers in the mass media. Students will review basic grammar, spelling, punctuation, and Associated Press style, focusing on their use in online and print media.

**JOUR 310 Mass Media and Society 3 Units**

*Same As:* COMM 351 and ENGWR 384

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D4; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This is an interdisciplinary course exploring aspects of communication and the impact of mass media on the individual and society. The survey includes basic communication models, books, magazines, newspapers, recordings, movies, radio, television, advertising, public relations, the Internet, theories of communication, relationships between mass media and business and government, and processes and effects from a social science perspective. (Credit may be awarded for only one section of either COMM 351, ENGWR 384, or JOUR 310.)

**JOUR 320 Race and Gender in the Media 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3;

*CSU Area D4; IGETC Area 4C; IGETC Area 4D*

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This multi-media course is an overview of print, broadcast and Internet news, and entertainment media in the U.S. from World War I to the present. Using readings from selected texts, old newsreels, clips from movies, radio and television broadcasts, and Internet selections, as well as period literature, students will analyze and debate the changes in media with particular focus on social class, gender, and ethnicity. Critical thinking will be emphasized in this course.

**JOUR 340 Writing for Publication 3 Units**

Same As: ENGWR 330

Prerequisite: None.

Advisory: ENGWR 300 with a grade of "C" or better or placement through the assessment process.

Course Transferable to CSU

Hours: 54 hours LEC

This is an introductory course in writing nonfiction for publication. Emphasis will be on developing a saleable article for magazines, newspapers, or online media sources; finding ideas; analyzing publications; writing a query letter; researching and interviewing; and organizing, writing, and illustrating an article. Credit may be awarded for ENGWR 330 or JOUR 340, but not for both.

**JOUR 350 Writing For Broadcasting 3 Units**

Prerequisite: None.

Advisory: ENGWR 300 with a grade of "C" or better.

Course Transferable to CSU

Hours: 54 hours LEC

This course covers the theory and technique of writing for the broadcast media. It includes reporting for radio and television news, writing and storyboarding commercials and public service programming, and an introduction to production techniques. The course is recommended for students who plan to work in broadcasting, instructional media, and related fields.

**JOUR 360 Photojournalism 3 Units**

Prerequisite: PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

Advisory: PHOTO 312; with a grade of 'C' or better

Enrollment Limitation: Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course provides instruction in photojournalism and magazine techniques in photography. Students will study features, environmental portraits, sports, spot news, and the photo essay styles of journalistic photography. Students will also capture and use audio to complete multimedia projects. Students will photograph or capture multimedia stories for both on line and print campus publications (The Express, Mainline Magazine, etc.) to complete assignments for their final portfolio. The course includes lectures, visual presentations, speakers, a required field trip, and lab time. Students will provide their own adjustable camera and related materials. This course may be taken four times for credit if completing the one of the four different course topics. Credit may be earned for PHOTO 350 or JOUR 360, but not for both.

**JOUR 364 Multimedia Capture I 3 Units**

Same As: PHOTO 380

Prerequisite: PHOTO 302 and 312 with grades of "C" or better;

equivalent or technical competency determined by department faculty member upon evaluation of photography portfolio.

Enrollment Limitation: Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course is an introduction to the basic creative concepts and technical elements of capturing video, audio, and still images to create documentary style multimedia content. Students will explore the creative and technical possibilities of merging these three mediums and the various software used to edit this material. Students will receive practical experience in capturing and editing audio, video and still images with Soundslides, Apple's iMovie, Soundtrack Pro, and Final Cut Pro computer programs. Students will complete a final multimedia project and must supply at least one of the following to complete the class: a video camera or an adjustable still camera in either film or digital formats. The course includes lectures, visual presentations, and lab time. This course may be taken three times for credit if the version of software being taught has changed. Credit may be earned for JOUR 364 or PHOTO 380, but not for both.

**JOUR 365 Multimedia Capture II 3 Units**

Same As: PHOTO 381

Prerequisite: JOUR 364 with a grade of "C" or better; equivalent or technical competency determined by department faculty member upon evaluation of photography portfolio.

Enrollment Limitation: Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

Course Transferable to CSU

Hours: 36 hours LEC; 54 hours LAB

This course is designed to expand on the creative concepts and technical elements of capturing video, audio, and still images to create advanced documentary style multimedia content. Students will study advanced techniques in capturing and editing audio, video, and still images. Students will continue to advance their skills with Soundslides and Apple's iMovie editing programs, but a primary emphasis will be placed on the use of Apple's Final Cut Pro computer program for completing their final project. Students must supply at least one of the following to complete the class: a video camera or an adjustable still camera in either film or digital formats. The course includes lectures, visual presentations, and lab time. This course may be taken three times for credit if the version of software being taught has changed. Credit may be earned for JOUR 365 or PHOTO 381, but not for both.

**JOUR 402 College Newspaper Production 3 Units**

Prerequisite: JOUR 302 with a grade of "C" or better or concurrent enrollment.

Advisory: ENGWR 101 with a grade of "C" or better.

Course Transferable to CSU

Hours: 54 hours LEC

This is a course that instructs students in producing a college newspaper. The course develops students' abilities in news, sports and feature writing, editing, advertising, and photography. This course may be taken four times for credit provided no topic is repeated. Journalism 405 is the lab component for this course.

**JOUR 403 College Magazine Production 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; JOUR 302 with a grade of "C" or better or concurrent enrollment.

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This is a course in which students produce a non-fiction, journalistic college magazine once a semester. This course is designed for students interested in writing, graphics, page layout, art, photography, or editing. This course may be taken four times for credit, provided no topic level is repeated.

**JOUR 404 Editing and Production 3 Units**

*Prerequisite:* ENGWR 300 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course emphasizes the editing and design of newspapers, magazines, and other publications. Topics include news and feature writing, copy editing, headline writing, page make-up and design, and production methods. Editorial writing, press ethics, and press law are also discussed.

**JOUR 405 Publications Production Skills Lab .5-3 Units**

*Prerequisite:* None.

*Corequisite:* JOUR 402, 403, 404, or 406

*Course Transferable to CSU*

*Hours: 162 hours LAB*

This lab course helps students improve their writing, editing, and computer skills as an addition to their enrollment in editing and production and/or college newspaper production. Students may take this course three times for a maximum of nine units.

**JOUR 406 Online Production 3 Units**

*Prerequisite:* JOUR 302 with a grade or "C" or better or concurrent enrollment

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This is a course that instructs students in producing an online college newspaper. Students will learn skills in online writing, editing, digital photography, digital video and audio production, Web design, and podcasting. The course will facilitate media convergence for the Express print newspaper and Mainline print magazine. This course offers opportunity to build a digital portfolio and to gain experience while working on real-world projects. This course may be taken four times for credit as students acquire more advanced skills in producing and managing an online publication and as they require more training in emerging techniques and software used in new media, provided no topic level is repeated. JOUR 405 is the lab component for this course.

**JOUR 492 Media Professional - Production Lab 1-4 Units**

*Same As:* GCOM 492 and PHOTO 492

*Prerequisite:* None.

*Advisory:* This course is intended for advanced Graphic Communication, Photography, and Journalism students or those with similar industry experience. The students' equivalence and technical competency will be determined using the standard department procedure.

*Course Transferable to CSU*

*Hours: 216 hours LAB*

This lab course is designed to advise and oversee all Graphic Communication, Photography, and Journalism student projects that are being prepared for publication and broadcast with partnered media outlets. Students will produce, edit, and publish a variety of multimedia content using the latest industry standards. This course will emulate real-world expectations and prepare the student in on-the-job proficiency required of media professionals. Students may be required to work individually or on group projects in various areas, including Web graphics and design, online reporting and writing, or with video and multimedia content. JOUR492, GCOM 492, and PHOTO 492 may be taken for a total combination of up to three times for credit, for a maximum of 12 units.

**JOUR 495 Independent Studies in Journalism 1-3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This is an independent studies course. The topics are to be arranged between the instructor and the student.

**JOUR 498 Work Experience in Journalism 1-4 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 with a "C" or better.

*Course Transferable to CSU*

*Hours: 18 hours LEC; 162 hours LAB*

This is a supervised internship in reporting, editing, or photographing, for the print or electronic media or for online publications. The course allows students to combine practical paid or non-paid work experience with college training. Students are required to complete 60 hours of volunteer work for one unit or 180 hours for three units; or they must complete 75 hours of paid work for one unit or 225 hours for three units. This course may be taken four times for credit as long as there is new or expanded learning on the job. Students may enroll in the course four times over four different semesters and complete a maximum of 16 internship units.

**JOUR 499 Experimental Offering in Journalism .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours: 54 hours LEC; 162 hours LAB*

See Experimental Offering



# Kinesiology ADAPT, DANCE, FITNS, KINES, PACT, SPORT, TMACT

## Formerly Physical Education

### Degrees:

- A.A. - Kinesiology -- Athletic Training
- A.A. - Kinesiology -- Exercise Science

Division of Kinesiology, Health, and Athletics  
 Mitchell Campbell, Dean/Athletic Director  
 Hughes Stadium, Section 1B  
 916-558-2425

ADAPT - Adapted Physical Education

DANCE - Dance

FITNS - Fitness

KINES - Kinesiology

PACT - Personal Activity

SPORT - Sports

TMACT - Team Activities

## Kinesiology-Athletic Training

### Associate in Arts Degree

#### Program Information

This program is designed to prepare the student athletic trainer for transfer to a four-year university by having many of the lower-division requirements completed (specific science requirements vary from college to college). Students wanting to be NATA Certified need to complete their Bachelor's Degrees.

#### Recommended High School Preparation

Standard college preparatory program.

#### Career Opportunities

Teaching athletic training classes, working in a high school, community college, or four-year university, and in professional sports.

#### Upon completion of this program, the student will be able to:

- enumerate the many work environments available for athletic trainers.
- explain the athletic trainers code of ethics.
- describe basic human anatomy and physiology.
- enumerate the elements of injury prevention.
- demonstrate emergency medical procedures.
- assess basic athletic injuries.
- demonstrate treatment of acute injuries.
- demonstrate rehabilitation programs.
- demonstrate the procedures for the daily operation of a training room.
- demonstrate athletic taping, bandaging, and bracing.

#### Required Program

#### Units

##### Science Classes

CHEM 305 Introduction to Chemistry (5) .....	5
or CHEM 400 General Chemistry (5)	
CHEM 306 Introduction to Chemistry (5) .....	5
or CHEM 401 General Chemistry (5)	
BIOL 402 Cell and Molecular Biology.....	5
BIOL 430 Anatomy and Physiology.....	5
BIOL 431 Anatomy and Physiology.....	5

##### Athletic Training Classes

KINES 330 Care and Prevention of Athletic Injuries .....	3
KINES 331 Lab in Care and Prevention of Athletic Injuries .....	1
KINES 334 Practical Applications in Athletic Training/Sports Medicine	3
KINES 497 Internship in Physical Education - Theory .....	1 - 4
NUTRI 300, Nutrition (3) .....	3
or NUTRI 480 Nutrition Honors (3)	
or FCS 340 Nutrition (3)	
or FCS 480 Nutrition Honors (3)	

#### Total Units Required

36-39

### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus the general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Kinesiology-Exercise Science

### Associate in Arts Degree

#### Program Information

The Kinesiology, Physical Education, Health Education, Mathematics, Nutrition, and Science courses provide a framework around which Kinesiology-Exercise students may structure a program to prepare them for transfer to a four year institution. Students are encouraged to refer to requirements from their designated transfer institution to assist them in planning their specific program of study.

#### Career Opportunities

Most career options require a Bachelor's degree. Once a Bachelor's degree is obtained, career opportunities include teaching, coaching, various recreation positions, various health careers, and athletic administration in elementary and secondary schools and colleges.

#### Upon completion of this program, the student will be able to:

- demonstrate an understanding of human development, both normal and abnormal, and the implications for program design.
- identify and apply standards required by the profession of choice.
- demonstrate an understanding of the basic structure of the human body and how its various systems respond.
- demonstrate oral and written competence in the major field.
- develop and articulate a statement of values or code of ethics related to the major that reflects one's respect for different ideas, peoples, and cultures and an understanding of the responsible uses of technology.
- demonstrate continued personal and professional development by reviewing current literature, participating in associations, or sharing knowledge and experience with others.

Required Program	Units
KINES 300 Introduction to Physical Education, Kinesiology, Fitness and Sport .....	3
CHEM 305 Introduction to Chemistry (5) .....	5
or CHEM 400 General Chemistry (5)	
BIOL 430 Anatomy and Physiology .....	5
BIOL 431 Anatomy and Physiology .....	5
STAT 300 Introduction to Probability and Statistics (4).....	4
or STAT 480 Introduction to Probability and Statistics - Honors (4)	
HEED 300 Health Science .....	3
PHYS 350 General Physics .....	4
BIOL 402 Cell and Molecular Biology .....	5
A minimum of 3 units from the following:.....	3
FITNS 381 Weight Training (1)	
FITNS 300 Aerobics (1)	
FITNS 440 Swimming (1)	
FITNS 324 Mat Pilates (1)	
KINES 381 Fitness and Weight Management (2)	
Any Theory of Sport course under the Kinesiology designator, KINES.	
KINES 418 Nutrition for Physical Performance (3) .....	3
or NUTRI 302 Nutrition for Physical Performance (3)	
or NUTRI 300 Nutrition (3)	
or NUTRI 480 Nutrition Honors (3)	
or FCS 340 Nutrition (3)	
or FCS 480 Nutrition Honors (3)	
<b>Total Units Required</b>	<b>40</b>

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

### Kinesiology/Physical Education

NOTE: The University of California has a limitation on the number of units of physical education activity courses that can be transferred (four units maximum). The California State University System has no such limitation, but there are restrictions placed on the number of physical education units that can be applied toward the major. (Refer to the catalog of the transfer institution of your choice for detailed information.)

All activity courses are open to both men and women. Students may be concurrently enrolled in more than one physical education activity class; however, no more than two of the same physical education activity classes may be taken by a student in the same semester.

ADAPT (Adapted Physical Education), DANCE (Dance), FITNS (Fitness), KINES (Kinesiology), PACT (Personal Activity), SPORT (Intercollegiate), and TMACT (Team Activity), prefixes refer to physical education activity classes meeting the General Education requirement for graduation unless identified otherwise. Several activity areas are separated into beginning, intermediate, and advanced levels. The beginning classes concentrate on fundamental skills, rules, scoring, equipment, dress, etiquette, and basic strategy. The intermediate classes continue efforts on skill development while concentrating on strategy and competitive play. The advanced classes emphasize high level sports techniques.

The Physical Education activity courses are one-unit courses and require three hours of activity each week, unless identified otherwise. They may be repeated up to four times in each activity unless identified otherwise (e.g. four Tennis in any combination of beginning, intermediate, and advanced level).

## Adapted Physical Education (ADAPT)

### ADAPT 310 Adapted Lifetime Sports 1 Unit

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: A student must have a temporary or permanent disability. Student must have a medical release form signed by a physician or appropriate medical professional. Student must fill out the Intake Procedures Forms from the Disability Resource Center (DRC).*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is a physical education course designed to expose individuals with physical disabilities to a variety of individual sports in which they can participate. Modifications and assisted devices will be used to enable students to participate in sports such as basketball, kayaking (in the pool), tennis, etc. This course may be taken four times for credit.

### ADAPT 320 Arthritis Exercise, Individual Exercise for Individuals with Arthritis 1 Unit

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: A student must have a temporary or permanent disability. Student must have a medical release form signed by a physician or appropriate medical professionals. Student must fill out the Intake Procedures Forms from the Disability Resource Center (DRC).*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is a physical education course that is specifically designed for individuals with arthritis. Planned individualized and group activities will promote wellness and fitness. General principles of safe, appropriate stretching and exercise will be discussed and practiced. This course may be taken four times for credit.

### ADAPT 322 Back Care 1 Unit

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: A student must have a temporary or permanent disability. Student must have a medical release form signed by a physician or appropriate medical professionals. Student must fill out the Intake Procedures Forms from the Disability Resource Center (DRC).*

*Course Transferable to CSU*

*Hours: 54 hours LAB*

This is a physical education course designed to help relieve or reduce back pain. Individualized and/or group exercise programs will be designed and utilized for students with back disorders. This course may be taken four times for credit.

**ADAPT 324 Heart Healthy 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: A student must have a temporary or permanent disability. Student must have medical release form signed by a physician or appropriate medical professionals. Student must fill out the Intake Procedures Forms from the Disability Resource Center (DRC).*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is a physical education course that is specifically designed for individuals who are recovering from a cardiac disability. Individualized and/or group activities will be used to increase fitness. General specific exercise principles will be discussed to encourage a continued healthy and active lifestyle. This course may be taken four times for credit.

**ADAPT 331 Mobility Training for the Physically Limited 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: A student must have a temporary or permanent disability. Student must have a medical release form signed by a physician or appropriate medical professionals. Student must fill out the Intake Procedures Forms from the Disability Resource Center (DRC).*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is a weight training course for physically limited students who need to increase muscular strength. All exercise programs are designed to meet the student's individual goals. General strengthening, conditioning, and body mechanics are included. This course may be taken four times for credit.

**ADAPT 332 Adapted Aquatics 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: A student must have a temporary or permanent disability. Student must have a medical release form signed by a physician or appropriate medical professional. Student must fill out the Intake Procedures Forms from the Disability Resource Center (DRC).*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Water exercises will be individually designed for students with physical limitations. This course may be taken four times for credit.

**ADAPT 499 Experimental Offering in Adapted Physical Education .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 270 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Dance (DANCE)****DANCE 304 Polynesian Dance 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course covers basic dances from Polynesia, including dances from Tahiti, Hawaii, and New Zealand. Class sessions consist of warm-ups, center dances, and cultural vocabulary. An opportunity to study the history, location of origin, and cultural importance of Polynesian dance is presented. This course may be taken four times for credit.

**DANCE 310 Jazz Dance 1 Unit**

*Prerequisite: For Beginning Jazz Dance: none; Prerequisite for Intermediate: Successful completion of Beginning Jazz Dance with a grade of "C" or better.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

The beginning course is a basic approach to Jazz Dance. Warm-up technique and turns, isolations, locomotor movements, and dance combinations will be taught at this level. The dance combination will vary in styles to include ethnic, lyrical, modern, and hip hop/funk movements and steps. Group choreography and performance will be emphasized. The Intermediate course is an exploration of the various styles of jazz dance at the intermediate level. It includes further review of the dance movements learned in the beginning course. Student choreography and studio performances are required. This course may be taken four times for credit.

**DANCE 320 Ballet 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

In this course students will learn to perform beginning level ballet positions, barre warm up exercises, turns, and ballet techniques. Center and across the floor exercises will focus on increased control, speed, strength, and balance. Students will develop a ballet movement vocabulary and apply ballet terminology appropriately including a performance of class repertoire. Students will also gain an understanding of the historical and traditional foundations of ballet and learn to appreciate ballet as a movement theory and art form. This course may be taken four times for credit.

**DANCE 330 Modern Dance 1 Unit**

*Prerequisite: For Beginning Modern Dance: none; Prerequisite for Intermediate Modern Dance, successful completion of Beginning Modern Dance with a grade of "C" or better.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course covers rhythmic movements, isolated movements, free expression, and improvisation. Elemental concepts of space, time, and force will be included. In beginning modern dance, dance vocabulary, warm-up techniques, improvisational dancing, basic rhythms, music, and sounds will be included. The seven basic locomotor movements and beginning choreography techniques will be taught. In intermediate modern dance, the contributions of various cultures to contemporary dance will be explored. Students will create dances to various types of music, percussion instruments, and other media. This course may be taken four times for credit.

**DANCE 340 Ballroom Dance 1 Unit**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course offers instruction in basic ballroom dance. Students will develop the skills necessary for dances such as the Salsa, Cha Cha, Swing, Fox Trot, Waltz, Rumba, and Tango. The class will focus on alignment, partnering, analysis of rhythm and execution of specific dances in relation to the music. This course may be taken four times for credit.

**DANCE 370 Dance Composition & Production 1.5 Units**

*Prerequisite:* None.

*Advisory:* Dance and performance experience

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to CSU*

*Hours:* 9 hours LEC; 54 hours LAB

This course is designed to give students the opportunity to choreograph and perform dance at the college level. Students will improve technique and experience other forms of dance styles. This course may be taken four times for credit provided different topics are taken.

**DANCE 373 Cheer and Dance 1 Unit**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a); CSU Area E2

*Enrollment Limitation:* By audition only

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is for the intermediate/advanced level cheerleader and dancer. There are three different styles: Jazz, Hip-Hop, and Cheer. All students perform at college athletic events. Students are required to purchase uniforms. This course may be taken two times for credit.

**DANCE 499 Experimental Offering in Dance .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 216 hours LAB

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Fitness (FITNS)****FITNS 306 Aerobics: Cardio-Kickboxing 1 Unit**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course emphasizes execution of the body movements and the mechanics, and the timing of exercises utilized in boxing, circuit training, and aerobics to improve general fitness and body toning. Students will be required to provide hand wraps. This course may be taken four times for credit.

**FITNS 307 Aerobic Mix 1 Unit**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a)

*Course Transferable to CSU; CSU Area E2*

*Hours:* 54 hours LAB

This course is designed to help the student develop a balanced physical fitness profile and gain a firm understanding of physical fitness concepts. Class components will emphasize a variety of aerobic activities, calisthenics, resistance exercises, and flexibility. This course may be taken four times for credit.

**FITNS 308 Step Aerobics 1 Unit**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

The Step Aerobics class is a physical education course designed to improve an individual's level of fitness, general appearance, and well being. This course will concentrate on cardio-respiratory fitness, flexibility, muscular strength and endurance, resting and training heart rates, injury prevention, and weight management through step aerobics. This will be achieved through a variety of exercises using hand weights to strengthen upper body, abdominal exercises and various step routines. The course may be taken four times for credit.

**FITNS 310 Aqua Aerobics 1 Unit**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course is designed to improve the student's fitness level through the use of shallow water aquatic exercises. Specifically, the student should increase muscular strength and endurance, as well as improve flexibility and cardio-respiratory fitness. Additionally, the student will learn about resting and training heart rates, weight management, and injury prevention as it relates to exercise. No swimming skills are needed. This course may be taken four times for credit.

**FITNS 312 Aquatic Fitness 1 Unit**

*Prerequisite:* Student must achieve a passing standard on the swim test of 100 yards of freestyle with proficient breathing to the side, 50 yards of backstroke, and 50 yards of breaststroke.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

Aquatic Fitness is a physical education course that includes a workout approach with emphasis on aerobic and anaerobic fitness. It is a self-paced class and utilizes interval training, cardiovascular conditioning, swimming technique, and aerobic and anaerobic training principles. This course may be taken four times for credit.

**FITNS 324 Mat Pilates 1 Unit**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This beginning course covers a method of body conditioning that includes a unique system of stretch and strength exercises. Mat Pilates is designed to work with the deepest muscles in the body while creating core strength without pain. The sequence of matwork exercises will strengthen and tone muscles, improve body posture, and increase flexibility and balance while uniting body and mind. This course may be taken four times for credit.

**FITNS 331 Boot Camp Fitness 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course is designed as an intensive boot camp fitness class conducted on campus using indoor and outdoor facilities. Training includes aerobic, anaerobic conditioning, strength and endurance training, and individual and team fitness concepts. This course may be taken four times for credit.

**FITNS 332 Off Season Conditioning .5-1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Students must be a member of an intercollegiate athletic team.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This physical education course involves sport specific training and conditioning skills and techniques. There is a concentration of basic concepts with emphasis on conditioning. Students will have the opportunity to obtain knowledge and practical experience in a specific intercollegiate sport. The course may be taken four times for a maximum of four units for credit.

**FITNS 336 Plyometrics: Advanced Conditioning 1 Unit**

*Prerequisite: None.*

*Advisory: This course requires that the student participate in various high intensity workouts needed for sport specific training.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Plyometrics is an advanced level conditioning course that will utilize a variety of equipment, training aids, and training methods to promote speed, power, agility, strength, endurance, and flexibility. This course may be taken four times for credit.

**FITNS 354 Individualized Physical Fitness 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course will emphasize individualized structure and components to physical fitness. All workout programs will be specific to the goals, needs and interests of the student. Students will be required to monitor and record all programs, workouts and activities for assisting their lifelong health habits. This course may be taken four times for credit.

**FITNS 356 Trim and Tone Conditioning 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Trim and Tone Conditioning is designed to improve an individual's level of fitness, general appearance, and well-being. This course will concentrate on muscle toning and strength development through various activities, for example, exercises for abdominal and core, exercises for hamstrings and quadriceps, exercises for buttocks and exercises for the upper body. This course may be taken four times.

**FITNS 371 Life Fitness Center Training .5-1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course is an open-entry/open-exit course designed to increase cardiovascular endurance, strength, and flexibility through the use of circuit training. A required orientation includes performing an individualized fitness assessment, learning guidelines on accessing fitness, training, and wellness information on-line, and discussing how to train safely and efficiently using state-of-the-art equipment. Grades are pass/no pass. This course may be taken four times for maximum of four units of credit.

**FITNS 372 Life Fitness Strength Training .5-1 Unit**

*Prerequisite: FITNS 371 with a pass grade.*

*General Education: AA/AS Area III(a)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course is an open-entry/open-exit course designed to provide instruction in proper training techniques for increasing muscular strength and endurance, utilizing plate-loaded apparatus, free weights, selectorized weight machines, and Olympic lifting techniques. A required orientation includes an individualized fitness assessment, learning guidelines on accessing fitness, training, and wellness information on-line, and discussing how to train safely and efficiently using state-of-the-art equipment. This course is graded Pass/No Pass. Students may enroll in the class up to the fourth week of the semester. This course may be taken four times for a maximum of four units.

**FITNS 380 Circuit Weight Training 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Circuit Weight Training combines machine weight training, some free-weight training, core medicine ball training, body weight training, cardiovascular endurance, muscular endurance and flexibility while decreasing body fat. It is a wellness program in which a student, using different muscle groups, will alternate timed lifting with timed recovery. This course may be taken four times for credit.

**FITNS 381 Weight Training 1 Unit**

*Prerequisite: For Beginning Weight Training: None; For Advanced*

*Weight Training: Student must possess beginning weight training skills and knowledge.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course provides instruction in weight training and techniques that promote muscular strength and endurance. Proper use of free weights and machines along with safety rules will be discussed. Students enrolling in Advanced Weight Training will be required to take a skills test. This course may be taken four times for credit.

**FITNS 383 Olympic Power Weight Lifting 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course is designed to introduce Olympic Power weight lifting to students interested in developing overall core strength and conditioning. Lifting techniques such as clean and jerk, snatch, squat, bench press, and deadlift will be taught through lifting progressions. The history of Olympic Power weight lifting and the development of individual lifting programs will be introduced and discussed. This course may be taken four times for credit.

**FITNS 390 Basic Yoga 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course is designed to enhance fitness levels in everyone. It is a complete fitness program to achieve a more limber body, regardless of age, increase physical coordination, improve posture, and improve flexibility. This form of exercise embodies controlled movement, concentration, and conscious breathing. This course may be taken four times for credit.

**FITNS 401 Walking 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is a physical education course designed to improve a student's level of fitness, physical appearance, and well being. This course will concentrate on techniques, cardiovascular endurance, muscle strengthening and flexibility utilizing walking as an activity. Walking workouts use on and off-campus routes. This course may be taken four times for credit.

**FITNS 402 Running for Fitness .5-1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Running for Fitness is a physical education course that is designed to instruct the student in the basic fundamentals and techniques of running. The course will concentrate on improving the physical capacity and efficiency of the body with the emphasis on development of muscular and cardiovascular endurance and organic power, as influenced by such factors as body type, diet, health status, rest, and genetic potential. This course may be taken four times for a maximum of four units.

**FITNS 412 Martial Arts: Taekwondo 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course provides students with a basic knowledge of Taekwondo and its tradition. Proper technique, such as stance and postures, kicks, punches, blocks, poomsae (a series of defending and attacking movements), etiquette, and physical fitness, will also be included. This course may be taken four times for credit.

**FITNS 436 Lifeguard Training 2 Units**

*Prerequisite: FITNS 440 - Advanced Swimming with a grade of "C" or better or equivalent.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 28 hours LEC; 24 hours LAB*

This course covers the knowledge and skills needed to prevent and respond to aquatic emergencies. The course content and activities prepare participants to recognize and respond quickly and effectively to emergencies and prevent drownings and injuries. Upon successful completion of the Lifeguard Training course requirements and exams, students will earn American Red Cross certificates. The American Red Cross certificates are only valid for one year for the CPR portion, and three (3) years for the Lifeguard Training and First Aid portion of the American Red Cross certifications. This course may be taken two times for credit.

**FITNS 440 Swimming 1 Unit**

*Prerequisite: For Beginning Swimming: none; For Intermediate Swimming: Student must achieve a passing standard on the swim test of 50 yards of freestyle with proficient breathing to the side; For Advanced Swimming: Student must achieve a passing standard on the swim test of 50 yards of freestyle with proficient breathing to the side and 50 yards of backstroke.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course covers the basic fundamentals, stroke techniques, and safety skills. The beginning swimming course is designed for non-swimmers who cannot swim one length of the pool (25 yards). Instruction will be given in the physical and psychological adjustment to water as well as basic swimming stroke techniques. Intermediate swimming instruction includes refining the freestyle stroke, backstroke, and breast stroke. Butterfly and turn techniques will be taught. Advanced level of instruction will be provided in the advanced swimming course. The emphasis of the course will be endurance and stroke efficiency. This course may be taken four times for credit.

**FITNS 454 Personal Safety 1.5 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(b); AA/AS Area III(a); CSU Area E2*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 36 hours LAB*

This is a physical education course in personal safety. The major areas to be reviewed are safety in the home, workplace, school, online environment, street, and car. The course covers prevention, defensive strategies (physical and non-physical), and follow-up (police report, medical, psychological). Community resources will be discussed.

**FITNS 499 Experimental Offering in Fitness .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 216 hours LAB*

This is an experimental course offering designed to provide students with courses not normally offered by the Physical Education Department. Course topics will be structured around new and emerging physical activities related to the field of Physical Education. This course may be taken four times for a maximum of 16 units. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Kinesiology (KINES)

### **KINES 300 Introduction to Physical Education, Kinesiology, Fitness and Sport 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 310 with a grade of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides students with an orientation to the history and trends in physical education, kinesiology, fitness, and sport. Students will be introduced to various career and professional issues in the physical education, kinesiology, and sports fields. An introduction in the major subfields including exercise physiology, biomechanics, motor learning, sport sociology, and sport and exercise psychology will be discussed. This course was formerly known as PET 300.

### **KINES 304 Introduction to Sports Management 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 310 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to introduce students to the scope and career opportunities of Sports Management. Emphasis will be placed on current events in the world of Sports Management. This course was formerly known as PET 304.

### **KINES 307 Mental Skills for Sport Performance 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area III(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course develops a mental understanding of sport performance in regard to the brain's impact on muscular activity. Stress management, goal setting, peak performance, and the ability to learn, adjust, and practice will be covered to enhance sport performance. The student will apply basic mental skills (relaxation/activation, imagery, and cognitive restriction skills) to performance activities. This course was formerly known as PET 307.

### **KINES 330 Care and Prevention of Athletic Injuries 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320, and LIBR 318 with grades of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides an introduction to injury prevention, injury care, and rehabilitation of athletic injuries. Students will gain basic information about sports injuries, their causes, and treatment. This course was formerly known as PET 330.

### **KINES 331 Lab in Care and Prevention of Athletic Injuries 1 Unit**

*Prerequisite:* None.

*Corequisite:* PET 330

*Course Transferable to CSU*

*Hours:* 54 hours LAB

This course is designed to teach techniques of taping, wrapping, stretching, and soft tissue management to facilitate prevention and rehabilitation of athletic injuries. Students will be required to purchase 16 rolls of 1 1/2 inch athletic tape. This course was formerly known as PET 331.

### **KINES 334 Practical Applications in Athletic Training/Sports Medicine 3 Units**

*Prerequisite:* PET 330 and 331 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed to meet the educational needs of students planning to transfer and major in athletic training. The curriculum for athletic training is very structured and closely monitored by the National Athletic Trainers Association. The course will cover athletic training room management, advanced taping and first-aid skills, injury evaluation, and rehabilitation. This course was formerly known as PET 334.

### **KINES 342 Theory of Baseball 2 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC

This course is designed for advanced analysis of baseball. Focus is placed on analysis and instruction of individual skills and team concepts. Special emphasis will be placed on a model for instruction. Specific areas of emphasis will include, but not be limited to, team selection, fund raising, facility development, practice organization, individual fundamentals, drills to develop team fundamentals (Bunt defenses, cutoffs and relays, pick-offs, 1st and 3rd defenses) and drills to develop conditioning and strength development, charting, and scouting. This course was formerly known as PET 342.

### **KINES 346 Theory of Basketball 2 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC

The course will give the students the opportunity to gain an understanding of coaching basketball beginning with conditioning for the pre-season and the regular season. Additionally, students will gain an understanding of how to teach basic fundamentals and learn various strategies including team offense and defense. Students will develop their own philosophies of coaching. Students will learn how to scout other teams and to read and explain basketball diagrams. This course was formerly known as PET 346.

### **KINES 352 Theory of Football 2 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area III(a)

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course will overview current offensive and defensive fundamental drills by position at both the community college and four year level. These concepts will be divided into the various components of skill levels by specific positions., i.e. Offensive: Running Backs, Quarterbacks, Wide-Outs, Tight Ends, and Interior Line; Defense: Secondary, Outside Linebackers, Inside Linebackers, Defense Line, and Kicking Specialist (punter, place kicker, and kick off). This course was formerly known as PET 352.

**KINES 354 Theory of Soccer 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course will give students the opportunity to gain the knowledge of coaching soccer. In addition, students will gain an understanding of how to teach techniques and various tactics, including team offense and defense and learn match analysis in connection with game preparation. This course will also include injury prevention, season planning, team management, systems of play, refereeing, and an understanding of applied psychology. This course was formerly known as PET 354.

**KINES 360 Theory of Softball (Fast Pitch) 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course is designed to develop advanced analysis of Softball. Focus is placed on analysis and instruction of individual skills and team concepts; specific areas of emphasis will include, but not be limited to, team selection, fund raising, facility development, practice organization, individual fundamentals, and drills to develop those fundamentals, along with team building fundamentals and drill to develop those qualities. Also included will be analysis of various coaching techniques, theories, and philosophy. This course was formerly known as PET 360.

**KINES 364 Theory of Swimming 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LAB*

The Theory of Swimming course covers all aspects of competitive swimming, including the scientific principles of stroke biomechanics, physiology, psychology of training, workout design, and meet management. The course will include a review of current regulations of the National Collegiate Athletic Association and the Commission of Athletics. This course was formerly known as PET 364.

**KINES 365 Theory of Water Polo 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course is designed for the advanced analysis of water polo. Focus will be placed on analysis and instruction of fundamental individual and team concepts. Specific areas of emphasis will include, but not be limited to, individual skills such as passing, shooting, goalie work, and team concepts of offensive and defensive strategies. This course will include a review of current rules and regulations of the National Collegiate Athletic Association (NCAA) and Commission on Athletics (COA). This course was formerly known as PET 365.

**KINES 370 Theory of Track and Field 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course is designed for advanced analysis of movement and skills of track and field. The major emphasis will include, but not be limited to, training theory, conditioning and strength training development, and rules and strategies for successful performance in track and field. This course was formerly known as PET 370.

**KINES 374 Theory of Volleyball 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is designed to develop a thorough understanding of the many aspects of Volleyball including training/conditioning programs, individual techniques, offense strategy/systems, defense strategy/systems, rules, drill development, practice plans, and team management. Emphasis will also be placed upon the importance of individual proficiency and team strategy/play. This course was formerly known as PET 374.

**KINES 376 Theory of Wrestling 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course provides the foundation for advanced analysis of wrestling. Focus is placed on analysis and instruction of individual wrestling skills and team concepts. Specific areas of emphasis will include, but not be limited to, fund raising, practice organization, individual fundamentals, and drills to develop those fundamentals. Also included will be analysis of various coaching techniques, theories, and philosophies. This course was formerly known as PET 376.

**KINES 381 Fitness and Weight Management 2 Units**

*Prerequisite: None.*

*Advisory: ESLR 320 and ESLW 320 with grades of "C" or better.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is designed for students who wish to assess and improve physical fitness levels and encourage a healthy attitude toward body image and weight control. Students receive instruction concerning the theories and practical activities involved in obtaining and maintaining an appropriate level of physical fitness. This course was formerly known as FITNS 350, Fitness and Weight Control.

**KINES 382 Wellness 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course allows students to work independently while monitoring their fitness program. This allows for a process that guides the students in strategies and decisions for healthy lifestyle habits. This course may be taken four times for credit. This course was formerly known as FITNS 357.

**KINES 410 Personal Trainer Certification: Exercise Science & Fitness Assessment 3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course is designed to provide the theoretical knowledge necessary to prepare for the American Council on Exercise's National Personal Training Certification Exam. Topics include the following: exercise physiology, human anatomy, applied kinesiology, basic nutrition, health screening, fitness assessment, cardiovascular fitness, muscular strength and endurance, and flexibility.



**KINES 411 Personal Trainer Certification: Program Design & Instructional Methodology 3.5 Unit**

*Prerequisite:* KINES 410 or PET 410 with a grade of "C" or better.

*HEED 314 with a grade of "C" or better or equivalent.*

*General Education:* AA/AS Area III(b); CSU Area E1

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 27 hours LAB

This course is designed to provide the student with the theoretical knowledge and practical skills needed to prepare for the American Council on Exercise's National Personal Training Certification Examination. Topics include: application of the applied sciences, program design and implementation of integrated fitness training for healthy adults and special populations, communication, health psychology, teaching techniques, injury prevention and safety, professional responsibilities, and business fundamentals. This course was formerly known as PET 411.

**KINES 412 Strength and Fitness Certification 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area III(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will provide students with the necessary preparation for the National Council of Strength and Fitness (NCSF) personal training certification. The course includes topics on scientific foundations, nutrition, body composition, components of fitness, exercise prescription, specific needs in special populations, connections between physical activity and mental and emotional health, and exercise programming and assessments. This course was formerly known as PET 412.

**KINES 413 Group Fitness Instructor Certification 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area III(b)

*Course Transferable to CSU*

*Hours:* 45 hours LEC; 27 hours LAB

This course is designed to provide students with the foundational knowledge, instructional techniques and professional responsibilities a group fitness instructor needs to teach safe and effective exercise. This course will prepare students for the American Council on Exercise's National Group Fitness Instructor Certification Exam.

**KINES 414 Fitness Facility Management 3 Units**

*Prerequisite:* None.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed to provide students with the basic guidelines for starting and managing multiple health and fitness centers in the private setting. The course focuses on initial start-up of a health and fitness center and operating procedures with emphasis on equipment selection and arrangement, employee training, and program planning for safe and optimally beneficial health and fitness results. Formerly known as PET 414.

**KINES 418 Nutrition for Physical Performance 3 Units**

*Same As:* NUTRI 302

*Prerequisite:* None.

*General Education:* AA/AS Area III(b); CSU Area E2

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will explore nutrition and fitness with emphasis on the relationship between nutrition, physical activity, lifelong fitness, and health. Credit will be awarded for NUTRI 302 or KINES 418 but not both. This course was formerly known as PET 418.

**KINES 451 Principles and Theory of Athletic Coaching 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 with a grade of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course will introduce philosophy, theories, and development of athletic coaching. The course will include topics on philosophy, team management, risk management, and injury prevention that will assist new and experienced coaches to develop strategies necessary for success. This course was formerly known as PET 451.

**KINES 452 Psychology of Sport and Fitness 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will provide students with an orientation to psychological and mental factors that influence participation and performance in sport, exercise, and physical activity. The course will include topics that will assist coaches, personal trainers, and group leaders in enhancing the level of success in performance for their athletes, students, and clients. This course was formerly known as PET 452.

**KINES 453 Training and Conditioning of Sports 2 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 with a grade of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC

This course will introduce students to the concepts of training and conditioning of sports. Topics will include foundational principles of training, stages of athletic development, motor skills training, and designing programs specific to the needs of the sport. This course was formerly known as PET 453.

**KINES 454 Coaching the Young Athlete 2 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 with a grade of "C" or better. KINES 451 with a grade of "C" or better or one year minimum coaching experience at high school level.

*Course Transferable to CSU*

*Hours:* 36 hours LEC

In this course, students will be introduced to the challenges of age and gender specific considerations in training of young athletes. Topics will include training guidelines for young athletes, stages of athletic development, long-term training plans, specific strategies of motivation related to age groups, and providing an environment that promotes learning and fun. This course was formerly known as PET 454.

**KINES 457 Sport First Aid for Coaches 2 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 36 hours LEC*

This course will provide new and experienced coaches the action steps for the care and prevention of athletic injuries and illnesses. Topics will include performing physical assessments; strategies for reducing athletes' risk of injury or illness; developing a medical emergency plan; returning athletes to play; and educating athletes and coaches on the effects and dangers of performance enhancers. This course was formerly known as PET 457.

**KINES 495 Independent Studies in Physical Education Theory 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty members, and students. Independent studies in Physical Education Theory offer students a chance to do research that is more typical of community and graduate student work. This course may be taken four times for a maximum of 12 units providing there is no duplication of content areas. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**KINES 497 Internship in Physical Education - Theory 1-4 Units**

*Prerequisite: PET 330 and 331 with grades of "C" or better or concurrent enrollment in KINES 330 and 331 or proof of knowledge and skills of preventative taping and recognition of basic athletic injuries.*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 162 hours LAB*

The student will be exposed to soft tissue techniques, advanced athletic taping, and wrapping, emergency scenarios, physiology of injury recovery, and rehabilitation programs as prescribed by the teams physicians and supervision by a certified athletic trainer. Units are awarded on the basis of one unit per 60 hours of unpaid work or 75 hours of paid work. This course may be taken four times for a maximum of 16 units for credit.

**KINES 499 Experimental Offering Physical Education Theory .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Personal Activity (PACT)****PACT 330 Boxing 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Boxing is a physical education course that will cover the basic fundamentals and techniques of the sport. Methodology, strategy, and self-defense applications will also be included. This course may be taken four times for credit.

**PACT 340 Fencing 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is a physical education course that will cover the basic fundamentals and techniques of foil fencing. Rules and strategy will also be included. This course may be taken four times for credit.

**PACT 350 Golf 1 Unit**

*Prerequisite: For Beginning Golf: none; For Intermediate Golf-Beginning golf skills; For Advanced Golf-Intermediate golf skills.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Golf covers the basic skills and knowledge necessary to play the game of golf. Instruction for this course is provided at an off-campus location. The student will need transportation to the facility. This course focuses; on the fundamental skills necessary to strike and putt the ball to play the game, and game course management strategies in order to negotiate a golf course. There are beginning, intermediate and advanced levels of this course. Some sections of this course are held on area regulation golf courses. Students must have their own set of golf clubs and equipment. This course may be taken four times for credit.

**PACT 390 Tennis 1 Unit**

*Prerequisite: PACT 390 with a grade of "C" or better; Beginning/intermediate: none. Advanced: passing beginning/intermediate with a grade of "C" or better or demonstrate ground strokes, volley, overhead serve skills to the intermediate level.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course in Tennis covers the basic fundamentals, stroke techniques, and strategies for singles and doubles play. Beginning/Intermediate Tennis will cover the basic fundamentals, techniques, rules, strategies, and etiquette of the activity, singles and doubles play strategies will be included as well as refining stroke techniques. Additional skill techniques and conditioning drills will be taught in the Advanced Tennis course. This course may be taken four times for credit.

**PACT 400 Track and Field 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is a physical education course that will cover the basic fundamentals of the track and field events. The student will have the opportunity to obtain knowledge and practical experience of track and field activities. This course may be taken four times for credit.

**PACT 410 Wrestling 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

The wrestling course is a physical education class that will cover the basic fundamentals of intercollegiate wrestling. The student will have the opportunity to obtain knowledge and practical experience of intercollegiate wrestling. This course may be taken four times for credit.

**PACT 499 Experimental Offering in Personal Activity .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 270 hours LAB*

This is an experimental course offering designed to provide students with courses not normally offered by the Physical Education Department. Course topics will be structured around new and emerging physical activities related to the field of Physical Education. This course may be taken four times for a maximum of 16 units. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**SPORTS (SPORT)****SPORT 90 Academic Study Skills for Student Athletes .5-3 Units**

*Prerequisite: None.*

*Enrollment Limitation: Must be a student-athlete registered in an intercollegiate sport at Sacramento City College.*

*Hours: 9 hours LEC; 162 hours LAB*

This lecture/lab course is designed to assist the at-risk student athlete in acquiring basic study skills and work habits to gain success in the classroom. In addition, the student-athlete will learn and apply motivational and time/stress management techniques. Grades are Pass/No Pass. This is an open entry, open exit course. A student may register for the course up to the eighth (8) week of the semester. A student may take the course up to four times for a maximum of three (3) units.

**SPORT 300 Baseball, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment the student must demonstrate intercollegiate athletic skills as determined by a try-out conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced baseball team activity that provides competition with other community college teams. Fundamentals, rules, and individual and /or team strategies appropriate to intercollegiate athletics competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 301 Off Season Conditioning for Baseball 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to CSU*

*Hours: 162 hours LAB*

This course is designed to optimize sports performance and reduce risk of injury for the off-season intercollegiate athlete in the sport of baseball. Course content will include: sport specific skill development, sport specific strength training, cardiovascular conditioning, agility work, plyometrics, speed training, and flexibility exercises. The course may be taken four times for a maximum of 12 units for credit.

**SPORT 310 Basketball, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a try-out conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced course designed to provide specialized training for competition with other community college teams. Demonstration of fundamental and advanced skills, adherence to rules and etiquette of basketball, and execution of team strategy will be expected of all students. This course may be taken four times for credit.

**SPORT 311 Basketball, Intercollegiate-Men, Fall 1 Unit**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a try-out conducted by the coaching staff.*

*Course Transferable to CSU*

*Hours: 90 hours LAB*

This is an advanced course designed to provide specialized training for competition with other community college teams. Demonstration of fundamental and advanced skills, adherence to the rules and etiquette of basketball, and execution of team strategy will be expected of all students. This course will encompass the pre-season, tournament, and non-league portion of the season. This course may be taken three times for credit.

**SPORT 312 Basketball, Intercollegiate-Men, Spring 1 Unit**

*Prerequisite: SPORT 311 with a grade of "C" or better*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a try-out conducted by the coaching staff.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to CSU*

*Hours: 90 hours LAB*

This is an advanced course designed to provide specialized training for competition with other community college teams. Demonstration of fundamental and advanced skills, adherence to the rules and etiquette of basketball, and execution of team strategy will be expected of all students. This course will encompass the league and post-season competition phases of the season. This course may be taken three times for credit.

**SPORT 313 Off Season Conditioning for Basketball 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to CSU*

*Hours: 162 hours LAB*

This course is designed to optimize sports performance and reduce risk of injury for the off-season intercollegiate athlete in the sport of basketball. Course content will include: collegiate level basketball-specific skill development, sport specific strength training, agility work, plyometrics, speed training and flexibility exercises. The course may be taken four times for a maximum of twelve units for credit.

**SPORT 315 Basketball, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a try-out conducted by coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced course designed to provide specialized training for competition with other community college teams. Demonstration of fundamental and advanced skills, adherence to rules and etiquette of basketball, and execution of team strategy will be expected of all students. This course may be taken four times for credit.

**SPORT 320 Cross Country, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

The advanced cross country course will provide specialized training for competition with other community college teams. Every student will be taught the fundamentals, advanced techniques, and strategy to be able to perform at the intercollegiate athletic competition level. This course may be taken four times for credit.

**SPORT 325 Cross Country, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

The advanced cross country course will provide specialized training for competition with other community college teams. Every student will be taught the fundamentals, advanced techniques, and strategy to be able to perform at the intercollegiate athletic competition level. This course may be taken four times for credit.

**SPORT 330 Football, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced football team activity, which provides competition with other community college teams. Fundamentals, rules, and individual and/or team strategies appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 331 Off Season Conditioning for Football 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a)*

*Course Transferable to CSU*

*Hours: 162 hours LAB*

This course will involve sport specific training and technical skill development specific to the sport of football for off-season student athletes. Course content will include: sport specific skill development, sport specific strength training, speed development, agility training, plyometric drills, cardiovascular conditioning, and an increase in flexibility. The course may be taken four times for a maximum of 12 units for credit.

**SPORT 345 Golf, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced golf team activity that provides competition against other community college teams. Fundamentals, rules, individual and/or team strategy appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 355 Soccer, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

The purpose of this class is to provide the student with an advanced level of knowledge and skills for competition with other community college teams. Principles, advanced techniques, psychological components, and defense/offense strategies of soccer will be taught throughout the class for intercollegiate competition. This course may be taken four times for credit.

**SPORT 356 Off Season Conditioning for Women's Soccer 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to CSU*

*Hours: 162 hours LAB*

This physical education course involves sport specific training and conditioning skills and techniques. There is a concentration on basic concepts with emphasis on conditioning. Students will have the opportunity to obtain knowledge and practical experience in a specific intercollegiate soccer. The course may be taken four times for a maximum of twelve units of credit.

**SPORT 365 Softball, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced softball team activity that provides competition with other community college teams. Fundamentals, rules, and individual and/or team strategy appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 366 Off Season Conditioning for Softball 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to CSU*

*Hours: 162 hours LAB*

This physical education course involves sport specific training and conditioning skills and techniques. There is a concentration of basic concepts with emphasis on conditioning. Students will have the opportunity to obtain knowledge and practical experience in a specific intercollegiate sport. The course may be taken four times for a maximum of 12 units for credit.

**SPORT 370 Swimming and Diving, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced swimming and diving team activity that provides competition with other community college teams. Fundamentals, rules, and individual and/or team strategy appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 375 Swimming and Diving, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced swimming and diving team activity that provides competition with other community college teams. Fundamentals, rules, and individual and/or team strategy appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 380 Tennis, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced tennis team activity that provides competition with other community college teams. Knowledge of fundamentals, rules, and individual and/or team strategy appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 385 Tennis, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced tennis team activity that provides competition with other community college teams. Fundamentals, rules, individual and/or team strategy appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 390 Track and Field, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

The intercollegiate track and field course provides specialized advanced programs to provide specialized training for competition with other community college teams. Each student will be trained in the fundamental and advanced techniques needed for his specific events, along with the rules, strategies, sportsmanship and teamwork appropriate for intercollegiate competition. This course may be taken four times for credit.

**SPORT 395 Track and Field, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

The intercollegiate track and field course is an advanced program to provide specialized training for competition with other community college teams. Students will be trained in the fundamental and advanced techniques needed for their specific events, along with the rules and strategies appropriate for intercollegiate competition. This course may be taken four times for credit.

**SPORT 396 Off Season Conditioning for Track and Field 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 162 hours LAB*

This course will involve sport specific training, conditioning, and technical skill development specific to the sport of track and field for the off-season student athlete. Course content will include: sport specific skill development, event specific strength training, cardiovascular conditioning, agility training, plyometric drills, anaerobic speed development, and enhancement of flexibility. This course may be taken four times for a maximum of 12 units for credit.

**SPORT 405 Volleyball, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced, competitive volleyball team activity that provides competition with other community college teams. Fundamentals, rules, and individual and/or team strategy appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 406 Off Season Conditioning for Volleyball 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 162 hours LAB*

This course is designed to optimize sports performance and reduce risk of injury for the off-season intercollegiate athlete in the sport of volleyball. Course content will include: sport specific skill development, sport specific strength training, cardiovascular conditioning, agility work, plyometrics, speed training, and flexibility exercises. The course may be taken four times for credit for a maximum of 12 units.

**SPORT 415 Water Polo, Intercollegiate-Women 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced water polo team activity that provides competition with other community college teams. Fundamentals, rules, team strategy, and swimming skills appropriate to intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 420 Wrestling, Intercollegiate-Men 2 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Enrollment Limitation: Prior to enrollment, the student must demonstrate intercollegiate athletic skills as determined by a tryout conducted by the coaching staff.*

*Course Transferable to UC/CSU*

*Hours: 180 hours LAB*

This is an advanced wrestling team activity that provides competition with other community college teams, or Frosh/Soph teams from four-year institutions. Techniques, rules, strategies and conditioning appropriate for intercollegiate athletic competition will be expected of the competitors. This course may be taken four times for credit.

**SPORT 421 Off Season Conditioning for Wrestling 1-3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area III(a); CSU Area E2*

*Course Transferable to UC/CSU*

*Hours: 162 hours LAB*

This physical education course involves training and conditioning skills and techniques specific to wrestling. Students will have the opportunity to obtain knowledge and practical experience in intercollegiate wrestling. The course may be taken four times for a maximum of twelve units for credit.

## Team Activities (TMACT)

### TMACT 300 Soccer, Indoor 1 Unit

*Prerequisite:* None.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

The purpose of this course is to provide the student with beginning level knowledge and skills associated with indoor soccer. Students will learn the differences between indoor and outdoor soccer. History, techniques, rules, and strategies of the game of indoor soccer will be taught throughout the class. As a result of the class, the students will improve their general physical fitness and skill performance. This course may be taken four times for credit.

### TMACT 302 Soccer - Outdoor 1 Unit

*Prerequisite:* For Intermediate Soccer: Beginning soccer skills. For Advanced Soccer: Intermediate Soccer with a grade of "C" or better, or equivalent skills.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

The course introduces fundamental techniques and skills, which include inside passing, dribbling, trapping, kicking, and shooting. The intermediate course is designed to further develop individual skills for organized soccer. Advanced passing, dribbling with feinting, first touch, small-sided games, individual and group attacking, crossing, heading, and FIFA rules will be taught. Students will participate in advanced team tactics and strategies such as zonal defending, group and team attacking, variety team formations, restart plays, and communication with teammates in the advanced class. This course may be taken four times for credit.

### TMACT 310 Baseball 1 Unit

*Prerequisite:* For Intermediate Baseball: Beginning Baseball skills or equivalent. For Advanced Baseball: Intermediate Baseball with a grade of "C" or better, or equivalent skills.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

Baseball covers the fundamentals, rules, and etiquette of the game. Intermediate baseball will cover techniques of the game, rules, and strategy. Individual and team techniques will be emphasized. Students will participate in advanced individual and team techniques in relationship to baseball strategy. This course may be taken four times for credit.

### TMACT 311 Theory of Baseball Lab 1 Unit

*Prerequisite:* PET 342 with a grade of "C" or better

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course is designed to enhance baseball fundamentals and conditioning drills for the advanced baseball player. Focus is placed on development of team skills and individual fundamentals. Specific areas of emphasis will include, but not be limited to: hitting, pitching, defense, and base running. This course may be taken four times for credit.

### TMACT 320 Basketball 1 Unit

*Prerequisite:* For Intermediate Basketball: Beginning basketball skills.

*For Advanced Basketball: Intermediate Basketball with a grade of "C" or better, or equivalent skills.*

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

Basketball covers the fundamentals, rules, tactics, and etiquette of the game. In intermediate basketball, a review of the basic fundamentals, tactics, rules, and etiquette will be provided. In the advanced basketball class, systems of play to enhance the student's understanding and ability will be covered. Students will participate in advanced individual and team techniques in relationship to basketball strategy. This course may be taken four times for credit.

### TMACT 330 Volleyball 1 Unit

*Prerequisite:* For Intermediate Volleyball: Beginning Volleyball with a grade of "C" or better; For Advanced Volleyball: Beginning and Intermediate Volleyball with grades of "C" or better.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This physical education activity course will cover the fundamentals of the sport of volleyball including: the pass, set, spike, serve, block, dig, offense, and defense. Collegiate rules, etiquette, and strategy for six person team play will be taught. Beginning volleyball: the basic fundamentals and techniques of the game will be reviewed including 6-6 and 4-2 offense, middle-up defense, and 4 on 4 competition. Intermediate volleyball: 4-2 and 6-2 offense, middle-back defense, 4 on 4, and 3 on 3 competition. Advanced volleyball: 6-2 and 5-1 offense, middle-back and rotation defense, 4 on 4 and 3 on 3 and 2 on 2 competition. This course may be taken four times for credit.

### TMACT 340 Football 1 Unit

*Prerequisite:* For Intermediate Football: Beginning football skills. For Advanced Football: Intermediate Football with a grade of "C" or better, or equivalent skills.

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

Advanced football is a physical education course that covers the advanced fundamentals and techniques of the game. Topics will include rules, strategy, social etiquette, and advanced skills. This course can be taken four times for credit.

### TMACT 341 Theory of Football Lab 1 Unit

*Prerequisite:* PET 352 with a grade of "C" or better

*General Education:* AA/AS Area III(a); CSU Area E2

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course is designed to enhance football fundamentals and conditioning drills for the advanced football player. Focus is placed on the physical development of individual skills and team concepts. Specific areas of emphasis will include but not be limited to: team selection; individual fundamentals and drills to develop those fundamentals; team fundamentals (special teams; defending the pass; defending the run; strategies to advance the ball (on the ground and in the air) and drills to develop those fundamentals; conditioning; and strength development. This course may be taken four times for credit.

**TMACT 350 Softball, Fast Pitch****1 Unit***Prerequisite: None.**Advisory: Advanced softball skill level.**General Education: AA/AS Area III(a); CSU Area E2**Course Transferable to UC/CSU**Hours: 54 hours LAB*

This is a course emphasizing defense, offense, pitching, base running, and conditioning which is designed to develop advanced skills in fielding, pitching, base running, and hitting. Emphasis will be placed on team offensive and defensive strategies at an advanced playing level. Field trips may be required. This course may be taken four times for credit.

**TMACT 370 Water Polo****1 Unit**

*Prerequisite: Student must achieve a passing standard on the swim test of 100 yards of freestyle with proficient breathing to the side and 50 yards of backstroke.*

*General Education: AA/AS Area III(a); CSU Area E2**Course Transferable to UC/CSU**Hours: 54 hours LAB*

Water Polo will cover the basic fundamentals, skills, and techniques of the game. Rules and strategies will also be included in the course. This course may be taken four times for credit.

**TMACT 499 Experimental Offering in Team Activity****.5-4 Units***Prerequisite: None**Course Transferable to UC/CSU**Hours: 18 hours LEC; 216 hours LAB*

This is an experimental course offering designed to provide students with courses not normally offered by the Kinesiology, Health, and Athletics Department. Course topics will be structured around new and emerging physical activities related to the field of Physical Education. This course may be taken four times for a maximum of 16 units. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.



## Learning, Tutoring and Academic Technology LTAT

Division of Learning Resources  
Rhonda Rios Kravitz, Dean  
Learning Resource Center 236  
916-558-2253

### LTAT 92 Prerequisite Skills Assistance .5-1 Unit

*Prerequisite: None.*

*Hours: 54 hours LAB*

This course (formerly HSER 92) offers individualized instruction designed to help the student acquire or improve basic reading, writing, and/or arithmetic skills. Course offerings vary depending on individual student needs and abilities. Students may enroll in this open-entry/open-exit course up to the ninth week of the semester. This course is intended as a supplement to other courses and not as a substitute for any basic skills course. Students must complete 27 hours of work to earn 0.5 unit of credit. Students may earn up to one unit per semester. This course may be taken a maximum of four times for credit, for a maximum of 4 units. This course is graded Pass/No Pass.

### LTAT 300 Academic Skills 1 Unit

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course was formerly listed as HCD 360. The course is designed for students who want to improve their academic skills. Students will have an opportunity to assess their learning needs in order to develop and improve study techniques for textbook reading, note-taking, and test taking. In addition, students will learn how to manage their time, improve their concentration and memory, and develop listening strategies in order to become successful students.

### LTAT 310 Introduction to Individual Peer Tutoring 1 Unit

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course was formerly listed as HSER 370. The course is designed to train students to become peer tutors. It introduces students to the role of a peer tutor and methods of effective tutoring. Through learning modules, discussion, practice, assessments, and reflection, students develop skill in employing a range of tutoring methods and strategies.

### LTAT 311 Introduction to Group Peer Tutoring 1 Unit

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course is designed to familiarize the student with the role of the tutor and methods of effective group tutoring. This course emphasizes collaborative, interactive approaches to learning in a group setting. This course was formerly offered as HSER 373. LTAT 311 is offered in coordination with the Beacon Peer-Assisted Learning Program.

### LTAT 312 Introduction to Individual Peer Writing Tutoring 1 Unit

*Prerequisite: ENGWR 300 with a grade of "B" or better or ESLW 340 with a grade of "B" or better*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course was formerly listed as HSER 372. In this course, students will learn to become peer writing tutors. Students will be introduced to the goals and role of writing tutors and learn methods and strategies for effective writing tutoring.

### LTAT 330 Desire2Learn Familiarization .5 Unit

*Prerequisite: None.*

*Advisory: CISC 300; with a grade of "C" or better.*

*Course Transferable to CSU*

*Hours: 9 hours LEC*

This course is designed to familiarize students with the Desire2Learn online learning environment. Students will learn to effectively navigate and utilize the Los Rios Desire2Learn system for online coursework. Topics may include hardware and software requirements; using a word processor or other software to review and submit class assignments; effective online communication skills and strategies; use of online assessment tools; critical thinking in the online environment; ethical online behavior; and emerging learning technologies.

## Liberal Arts

### Degrees:

- A.A. - Arts and Humanities Emphasis
- A.A. - Communication and English Writing Emphasis
- A.A. - Social and Behavioral Sciences Emphasis
- A.A. - Math and Science Emphasis
- A.A. - Understanding and Self Development Emphasis

### Program Information

The Liberal Arts degree is designed for students who wish to attain a broad knowledge of liberal arts and sciences plus additional studies in an "Area of Emphasis". This major would be an ideal choice for students planning on transferring to the California State University or University of California. The student will be able satisfy general education requirements, plus focus on transferable course work that relates to a specific major. The student will choose one "Area of Emphasis" to complete this major.

The "Areas of Emphasis" are explained as follows:

#### I. Arts and Humanities

These courses emphasize the study of cultural, literary, and humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

(Possible majors to include, but not limited to: humanities, theater arts, liberal arts, and fine arts.)

#### II. Communication and English Writing

These courses emphasize the content of communication as well as the form and should provide an understanding of the psychological basis and the social significance of communication. Students will be able to assess communication as the process of human symbolic interaction. Students will also develop skills in the areas of reasoning and advocacy, organization, accuracy, and reading and listening effectively. Students will be able to integrate important concepts of critical thinking as related to the development of analysis and critical evaluation. Students will also learn to reason inductively and deductively in order to make important decisions regarding life and society at large.

(Possible majors to include, but not limited to: English, communications, and philosophy.)

#### III. Social and Behavioral Sciences

These courses emphasize the perspectives, concepts, theories, and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the Social and Behavioral Sciences. Students will study about themselves and others as members of a larger society. Topics and discussions to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate.

(Possible majors to include, but not limited to: sociology, social studies, psychology, and family science.)

#### IV. Math and Science

These courses emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. Courses in math emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of the world's civilizations.

(Possible majors to include, but not limited to: mathematics, biology, chemistry, and physical science.)

#### V. Understanding and Self Development

These courses emphasize the integration of various principles that impart to the student aspects of healthful living by the integration of physical, psychological, social, and spiritual factors for the student and larger society. Students will learn how to incorporate these principles into their own lives. Students will be able to critically evaluate their personal choices regarding disease prevention, healthy living, and making positive life choices.

(Possible majors to include, but not limited to: physical education, recreation and leisure studies, and health.)

#### Upon completion of this program, the student will be able to:

- Arts and Humanities: evaluate and interpret the ways in which people throughout the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation.
- Communication, English, and Critical Thinking: integrate important concepts of critical thinking as related to the development of analysis and critical evaluation.
- Communication and English Writing: reason inductively and deductively in making decisions regarding life and society at large.
- Social and Behavioral Sciences: evaluate how societies and social subgroups operate.
- Math and Science: demonstrate an understanding of methodologies of science as investigative tools.
- Understanding and Self Development: evaluate personal choices regarding disease prevention, healthy living, and making positive life choices.

**Required Program****Units**

- A minimum of 18 units from the following:..... 18  
Choose ONE "Area of Emphasis" in which to complete a minimum of 18 units, from at least three different disciplines.
- I. Arts and Humanities: ARABIC 401, 402; CANT 401, 402, 411, 412; FARSI 401, 402; FREN 401, 402, 411, 412; GERM 401, 402, 411, 412; GREEK 401, 402; ITAL 401, 402; JAPAN 401, 402, 411, 412; KOREAN 401, 402; MAND 401, 402, 411, 412; PNJABI 401, 402; RUSS 401, 402, 411, 412; SPAN 401, 402, 411, 412, 413, 415, 425, 427; TGLG 401, 402; VIET 401, 402; ART 300, 305, 320, 324, 337, 370, 380, 390, 400; ARTH 300, 302, 304, 306, 307, 308, 310, 312, 313, 314, 318, 320, 324, 328, 330, 332, 334, 484, 486, 487, 488; COMM 305; ENGLT 303, 304, 310, 311, 317, 320, 321, 327, 331, 332, 334, 335, 345, 346, 360, 365, 370, 380, 392, 400, 401, 403, 404, 480, 481; ESLR 340; FASHN 330; HIST 300, 302, 305, 307, 308, 360, 364, 365, 373, 380; HUM 300, 310, 332, 352, 480, 483; MUFHL 305, 309, 310, 311, 315, 320, 330, 400, 401, 410, 411, 481, 482; MUIVI 300, 315, 325, 345, 365, 366, 367, 368, 380, 381, 382, 383, 441, 443, 445, 447; MUP 315, 325, 335, 340, 355, 402, 411, 413, 415, 417; MUSM 342, 344; PHIL 300, 310, 330, 331, 333, 338, 352, 353, 354, 368, 480, 481, 482; SILA 305, 306, 315, 316; TA 300, 302, 303, 308, 310, 312, 314, 315, 318, 320, 364, 370, 404, 437, 454
- II. Communication and English Writing: COMM 301, 302, 311, 315, 316, 331, 361; ENGWR 300, 301, 302, 480, 482; ESLW 340; HIST 400; PHIL 300, 320, 322, 325; SOC 305
- III. Social and Behavioral Sciences: ADMJ 342; ANTH 310, 315, 317, 320, 330, 332, 334, 341, 481; BUS 330, 345; COMM 321, 325, 328, 335, 341, 351, 363; ECE 312, 314; ECON 302, 304; ENGLT 334; ENGWR 384; FCS 312, 314, 320, 324, 326, 330, 332; GEOG 310, 320, 322, 480; GERON 300, 302; HIST 300, 302, 305, 307, 308, 309, 310, 311, 314, 320, 321, 344, 360, 364, 365, 370, 371, 373, 380, 483, 484, 485; JOUR 310, 320; PHIL 368, 482; POLS 301, 302, 304, 310, 312, 313, 320, 322, 340, 480, 481; PSYC 300, 314, 316, 320, 335, 340, 352, 353, 356, 360, 363, 367, 370, 374, 376, 390, 392, 405, 480; SILA 330; SOC 300, 301, 310, 312, 321, 330, 335, 341, 343, 344, 345, 375, 480; SOCSC 300, 320, 325, 330, 332, 335, 336, 350, 352
- IV. Math/Science: ANTH 300, 301, 480; ASTR 310, 320, 330, 400; BIOL 305, 308, 309, 323, 342, 350, 370, 402, 412, 422, 430, 431, 440, 444, 464, 465; CHEM 300, 305, 306, 320, 330, 336, 400, 401, 410, 420, 421, 425, 426, 484; CISP 440; ECON 310; GEOG 300, 301, 305, 306, 308; GEOL 302, 305, 306, 308, 310, 311, 345; MATH 300, 310, 334, 335, 342, 350, 351, 370, 400, 401, 402, 410, 420, 482; PHYS 310, 350, 360, 410, 420, 430; PSYC 310, 311; STAT 300, 480
- V. Understanding and Self Development: BIOL 342; BUS 320; ECE 312, 314, 415; FCS 304, 312, 314, 320, 324, 326, 330, 332, 340, 344, 346, 480; GERON 300, 302; NUTRI 300, 302, 320, 330, 480; HEED 300; HCD 310; one-unit maximum from any 300-level or 400-level ADAPT, DANCE, FITNS (except FITNS 371, 372), KINES 411, 418; PACT, SPORT, TMACT; PSYC 340, 353, 356, 358, 360, 370, 374, 390, 392, 410; SOC 310, 312, 335, 341, 344

**Associate in Arts (A.A.) Degree**

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Liberal Studies

**Degree:**  
A.A. - Liberal Studies

**Division of Language and Literature**  
**Albert Garcia, Dean**  
**Rodda South 226**  
**916-558-2325**

## Liberal Studies

### Associate in Arts Degree

#### Program Information

A degree in Liberal Studies may be obtained by completing a combination of 18 transfer units from the departments listed below (in the required program) with grades of "C" or better. At least nine (9) units must be concentrated in one of these four areas: 1) English; 2) ESL; 3) Journalism; or 4) Languages. At least one three-unit course must be completed in each of these three areas: 1) Communication (including Theater Arts); 2) Humanities; and 3) Philosophy.

#### Career Opportunities

An A.A. degree in Liberal Studies is a good gateway degree towards a transfer degree in any humanities, social science, interdisciplinary studies, or arts major.

#### Upon completion of this program, the student will be able to:

- demonstrate the ability to communicate clearly and effectively.
- evaluate arguments and texts.
- relate texts to their social and historical contexts.

#### Required Program

#### Units

A minimum of 9 units from the following:..... 9

Nine (9) units must be taken from ONE of the following four areas.

1. English (ENGCW, ENGED, ENGLT, ENGRD, ENGWR)
2. English as a Second Language (ESL, ESLG, ESLR, ESLW)
3. Journalism
4. Foreign Languages (including Sign Language)

A minimum of 9 units from the following:..... 9

Additionally, one three-unit course must be taken from EACH of the following areas.

1. Communication or Theatre Arts,
2. Humanities, and
3. Philosophy.

**Total Units Required**

**18**

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completing the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Liberal Studies for Elementary Teachers

### Degree:

A.A. - Liberal Studies for Elementary Teachers

### Division of Behavioral and Social Science

J. Frank Malaret, Dean

Rodda North 226

916-558-2401

## Liberal Studies for Elementary Teachers

### Associate in Arts Degree

#### Program Information

This major is designed for students interested in teaching Kindergarten through 8th grade. Courses included in this major transfer into the Blended Elementary Teacher Education Program at California State University, Sacramento. Students who complete this major will be eligible to apply for the CSUS program to complete a bachelor degree and the requirements for a Multiple Subject Teacher Credential.

Note: Students completing the required program and other CSUS requirements may apply for a special admit to CSUS. Grade point average must be a minimum of 2.67 for all transferable baccalaureate courses.

The Writing Proficiency Exam should be taken at CSUS the last semester before transfer.

Students must meet the Reading Competency requirement through assessment, a class, or a college-level reading examination.

The Intermediate Algebra Diagnostic exam should be taken at CSUS the last semester before transfer.

It is recommended that the CBEST be taken anytime after taking ENGWR 300, ENGWR 302, and MATH 310.

#### Other CSUS graduation requirements: 0-8 Units

SOC 321, Race, Ethnicity, and Inequality in the United States  
or ENGLT 334, Asian-American Literature  
or COMM 325, Intercultural Communication  
or SOCSC 300, Introduction to Ethnic Studies

Foreign Language: Students must complete the second semester of a foreign language (or satisfy CSUS foreign language graduation requirement.)

Physical Education - any activity course.

#### Career Opportunities

Completing an Associate of Arts in Liberal Studies enables students to transfer to a four-year college and complete the requirements to become a credentialed K-8 Teacher.

#### Upon completion of this program, the student will be able to:

- clarify and articulate career goals of becoming a teacher.
- transfer into the traditional Liberal Studies major and the Blended Liberal Studies Program at CSUS.

Required Program	Units
ECE 350 Introduction to Elementary Teaching with ..... Field Experience	3
ENGWR 300 College Composition (3) ..... or ENGWR 480 Honors College Composition (3) or ESLW 340 Advanced Composition (4)	3 - 4
ENGED 305 Structure of English .....	3
ENGED 320 Service Learning: Tutoring Elementary Students in ..... Reading	3
ECON 302 Principles of Macroeconomics.....	3
HIST 307 History of World Civilizations to 1500 .....	3
HIST 308 History of World Civilizations, 1500 to Present.....	3
MATH 310 Mathematical Discovery .....	3
COMM 361 The Communication Experience .....	3
GEOL 305 Earth Science .....	3
GEOL 306 Earth Science Laboratory .....	1
BIOL 308 Contemporary Biology.....	3
BIOL 309 Contemporary Biology Laboratory.....	1
ART 430 Art and Children .....	3
FCS 312 Child Development (3) .....	3
or ECE 312 Child Development (3)	
SOC 321 Race, Ethnicity and Inequality in the United States (3) .....	3
or ENGLT 334 Asian-American Literature (3) or COMM 325 Intercultural Communication (3) or SOCSC 300 Introduction to Ethnic Studies (3)	
ENGWR 301 College Composition and Literature (3).....	3
or ENGWR 302 Advanced Composition and Critical Thinking (3)	
HIST 310 History of the United States (3) .....	3
or HIST 320 History of the United States: African-American Emphasis (3) or HIST 483 History of the United States - Honors (3)	
POLS 301 Introduction to Government: United States (3).....	3
or POLS 481 Introduction to Government: United States - Honors (3)	
<b>Total Units Required</b>	<b>53-54</b>

#### Suggested Electives

CISC 300, COMM 331; ECE 360, 430; ENGLT 334, 370; HIST 311 or 484; HIST 311, 320, 321; SILA 334, SOC 321, SOCSC 320, 325, 330, 332, 335, 336

#### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completing the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements. Students should consult a counselor for other associate degree graduation requirements.

**Division of Learning Resources**  
**Rhonda Rios Kravitz, Dean**  
**Learning Resource Center 236**  
**916-558-2253**

The Sacramento City College Library credit courses are designed to equip students with vital research skills, enabling their success in college classes and on the job. Students will gain “research survival skills” to cope with the information rich environment in which they live and work. In particular, these classes teach students how to find and evaluate information from print, the Internet, and other online resources.

SCC Librarians offer non-credit sessions demonstrating the use of library resources and the Internet. The library web site (<http://www.scc.losrios.edu/~library>) links to a wide variety of sources provided for SCC students and staff to satisfy a range of research and information needs. Librarians are also available to guide students through the research process whenever the library is open. Please drop by the reference desk on the second floor of the Learning Resource Center for assistance or more information.

## Library (LIB)

### **LIBR 305      Legal Information Resources      .5 Unit**

*Prerequisite: None.*

*Advisory: ENGWR 101 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Intermediate High Reading) with grades of “C” or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.*

*Course Transferable to CSU*

*Hours: 9 hours LEC*

This course will explore both print and electronic legal information resources. Students will gain a general understanding of the legal system in the United States and the associated legal resources. They will learn how to analyze topics, define information needs, and utilize appropriate legal resources. It is designed for people working in libraries with legal resources, students who might be doing legal research, or individuals interested in the legal field. This course may be taken twice for credit based on significant changes in online and print resources.

### **LIBR 306      Genealogy Research      .5 Unit**

*Prerequisite: None.*

*Advisory: ENGWR 101 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Intermediate High Reading) with grades of “C” or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.*

*Course Transferable to CSU*

*Hours: 9 hours LEC*

This course will introduce the basics of the genealogical research process including various strategies for obtaining and sharing information about your family background. It will explore many of the print and online resources available for genealogical research and will train students to analyze and evaluate genealogical resources. It is designed for people who are interested in learning genealogy, but who have no previous training or experience with genealogical research. This course may be taken twice for credit based on significant changes in online and print resources.

### **LIBR 307      Medical Information Resources      .5 Unit**

*Prerequisite: None.*

*Advisory: ENGWR 101 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Intermediate High Reading) with grades of “C” or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.*

*Course Transferable to CSU*

*Hours: 9 hours LEC*

This hands-on course will explore print and electronic sources of medical information. It is designed for people working in libraries with medical resources or individuals interested in the medical field. This course may be taken twice for credit based on significant changes in online and print resources.

### **LIBR 309      Consumer Business Reference      .5 Unit**

*Prerequisite: None.*

*Advisory: ENGWR 101 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Intermediate High Reading) with grades of “C” or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.*

*Course Transferable to CSU*

*Hours: 9 hours LEC*

This course explores basic resources that today’s business consumers can utilize to fulfill their business information needs. Topics include sources for investment decisions, small business and franchise information, career resources and consumer research. The class uses a hands-on problem solving approach that emphasizes Internet and other electronic sources. This course may be taken twice for credit based on significant changes in online and print resources.

### **LIBR 311      Online Searching      .5 Unit**

*Prerequisite: None.*

*Advisory: ENGWR 101 and ENGRD 310; or ESLR 320 and ESLW 320 with grades of “C” or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.*

*Course Transferable to CSU*

*Hours: 9 hours LEC*

This course will help students develop an understanding of search strategies and online databases and catalogs using resources such as online library catalogs, databases, and the Internet. It is designed for students who wish to become comfortable utilizing a variety of informational resources for research and to improve their ability to find and evaluate information in an online environment. This course may be taken twice for credit based on significant changes in online resources.

**LIBR 318 Library Research and Information Literacy 1 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Advanced-Low Reading) with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*General Education:* AA/AS Area III(b)

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC

This course provides the information competency skills necessary to conduct academic or personal research. It offers a step-by-step guide to the research process that is applicable to term papers, course work, and life-long learning.

**LIBR 320 Introduction to Internet Research 1 Unit**

*Prerequisite:* None.

*Advisory:* ENGWR 101 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Intermediate High Reading) with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This course will acquaint students with the history, structure, and tools of the Internet as used for academic and personal research. Topics will include using the Internet for communication (email, mailing lists, 'blogs, etc.), selecting appropriate search tools, learning search strategies and evaluating the quality of information obtained online. This course may be taken twice for credit based on significant changes in the Internet.

**LIBR 325 Internet Research Skills 3 Units**

*Same As:* LIBT 325

*Prerequisite:* None.

*Advisory:* ENGWR 101; ENGWR 100 (College Writing) and ENGRD 310 (Prose Analysis and Interpretation); or ESLW 320 (Advanced-Low Writing) and ESLR 320 (Intermediate High Reading) with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*General Education:* AA/AS Area III(b)

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introductory survey to the content, use, and the evaluation of electronic information sources. Emphasis is placed on the effective use of the Internet as a research tool. This course covers free Internet search tools as well as subscription databases. Communication services such as email, groups, and blogs are also studied as are emerging services and technologies as appropriate. Searching strategies are covered as are techniques for selecting appropriate search tools for different research needs. Historical and social issues surrounding the Internet are also discussed. This course will also discuss the use Internet technologies in libraries. The Internet seeking and evaluation skills learned in this class are critical to anyone who is seeking employment in a library setting. Credit may be awarded for LIBR 325 or LIBT 325, but not for both.

**LIBR 495 Independent Studies in Library 1-3 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 162 hours LAB

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty, and students. Independent studies in LIBR allows students to investigate and explore areas of interest in the field.

**LIBR 499 Experimental Offering in Library .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

See Experimental Offering

## Library and Information Technology

## LIBT

**Degree:**

A.S. - Library and Information Technology

**Division of Learning Resources**

**Rhonda Rios Kravitz, Dean**

**Certificate of Achievement:**

Library and Information Technology

**Learning Resource Center 236**

**916-558-2253**

### Library and Information Technology

Associate in Arts Degree

Certificate of Achievement

**Program Information**

The Library and Information Technology program is designed to assist students in the development of a wide range of technical skills in both library and media services that can lead to or enhance employment in the library field as paraprofessionals. Additionally, the curriculum is a valuable introduction to the field for students who plan to go into graduate studies to become librarians.

**Career Opportunities**

Almost every community in the nation has a library. In the greater Sacramento area alone, there are almost 200 libraries of various kinds employing professional librarians and library clerks and technicians. Jobs are available in public, school, businesses, and special libraries as well as in media centers.

**Upon completion of this program, the student will be able to:**

- describe the philosophical and legal foundations of libraries and the history, mission, roles and organization of various types of libraries and networks.
- examine and analyze the ethical, legal, and socio-political issues surrounding information and information technology and the basic laws, standards, and governance that pertain specifically to libraries and the Internet.
- evaluate materials and electronic resources, construct and implement effective search strategies, and select the most appropriate information retrieval systems to meet library user needs.
- apply standard methods of selecting/deselecting, acquiring, preparing, organizing (cataloging and classifying), maintaining and circulating library materials.
- describe the role technology plays in the creation, retrieval, and delivery of library resources and services.
- select, use, and maintain appropriate equipment for library functions and services; perform basic troubleshooting.
- manage a school library media center, a small library, or a department within a library.

**Required Program**

**Units**

LIBT 300 Introduction to the Library .....	3
LIBT 325 Internet Research Skills .....	3
LIBT 330 Library Technical Processes .....	3
LIBT 331 Library Cataloging Procedures .....	3
LIBT 333 Library/Media Materials and Equipment .....	1
LIBT 343 Library Reference Services.....	3
LIBT 345 Library Operations.....	2

A minimum of 2 units from the following:..... 2  
 LIBT 498 Work Experience in Library and Information Technology (1-4)

A minimum of 1 unit from the following: ..... 1  
 WEXP 498 Work Experience in (Subject) (1 - 4)  
 or LIBT 498 Work Experience in Library and Information Technology (1-4)

**Total Units Required**

**21**

**Suggested Electives**

LIBR 305, 306, 307, 309, 311, 318; LIBT 340, 341, 499; BUSTEC 300, CISA 305, CISC 310; ENGLT 370

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of all courses in the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of all courses in the required program with a minimum grade of "C" plus approval of the Library and Information Technology Department.



## Library and Information Technology (LIBT)

### **LIBT 300 Introduction to the Library 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed for persons interested in exploring paraprofessional library employment and for students interested in acquiring skills in using library resources. The course covers the history and types of libraries and information providers; an overview of library services; instruction and practice in the use of library classification systems; instruction in developing searching strategies for using library catalogs, databases, and the Internet; and library employment opportunities. Field trips or alternative assignments will be required.

### **LIBT 325 Internet Research Skills 3 Units**

*Same As:* LIBR 325

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*General Education:* AA/AS Area III(b)

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introductory survey to the content, use, and the evaluation of electronic information sources. Emphasis is placed on the effective use of the Internet as a research tool. This course covers free Internet search tools as well as subscription databases. Communication services such as email, groups, and blogs are also studied as are emerging services and technologies as appropriate. Searching strategies are covered as are techniques for selecting appropriate search tools for different research needs. Historical and social issues surrounding the Internet are also discussed. This course will also discuss the use Internet technologies in libraries. The Internet seeking and evaluation skills learned in this class are critical to anyone who is seeking employment in a library setting. Credit may be awarded for LIBR 325 or LIBT 325, but not for both.

### **LIBT 330 Library Technical Processes 3 Units**

*Prerequisite:* LIBT 300 with a grade of 'C' or better OR current enrollment in LIBT 300.

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will introduce the student to the work in a library Technical Services department. A primary focus will be duties and responsibilities of the library paraprofessional in regard to acquisitions processes (selection, verification, ordering and receiving). Also included is an overview of other Technical Services responsibilities, such as cataloging and catalog maintenance. Field trips or alternative assignments may be required.

### **LIBT 331 Library Cataloging Procedures 3 Units**

*Prerequisite:* LIBT 300 and 330 with grades of "C" or better

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will introduce the student to the rules and practices of cataloging. The course includes the study of both descriptive and subject cataloging, and classification systems. The course will also cover the formats required for both computerized and traditional catalog records. Field trips or alternative assignments may be required.

### **LIBT 333 Library/Media Materials and Equipment 1 Unit**

*Prerequisite:* LIBT 300 with a grade of "C" or better

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This is a survey course in the understanding, use, and care of electronic media materials and equipment used in libraries. The course includes the utilization of computers and computer networks, audio, video and related technologies. Field trips or alternative assignments may be required.

### **LIBT 340 The School Library Media Center 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course on the School Library Media Center provides a broad overview of its philosophy, history, function, and relationship to elementary and secondary schools. The course covers collections, technology, programming, marketing and public relations, budgeting, professional development, staffing, organization, advocacy, and the relationship between the library program and the school curriculum. Field trips or alternative assignments will be required.

### **LIBT 341 Library Services for Children and Youth 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course will be an exploration of the literature and electronic resources essential to working effectively with children and adolescents. Material selection and evaluation, information literacy, and programming will be related to classic and popular literature and media, multiculturalism, and other contemporary subjects. Students will experience storytelling, book talking, program preparation, and other ways of sharing literature with children and youth. Field trips or alternative assignments will be required.

**LIBT 343 Library Reference Services 3 Units**

*Prerequisite:* LIBT 300 with a grade of "C" or better OR current enrollment in LIBT 300

*Advisory:* ENGWR 101; ENGWR 100 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course acquaints students with library reference services, including the different aspects of interacting with library patrons in a public environment. Students will learn to select and successfully utilize the appropriate print and electronic reference source to assist library patrons with questions and finding information. These print and electronic sources include general and specialized encyclopedias, yearbooks, dictionaries, handbooks, and other subject specific tools. Field trips or alternative assignments will be required.

**LIBT 345 Library Operations 2 Units**

*Prerequisite:* LIBT 300 with a grade of "C" or better

*Advisory:* ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended for this course.

*Course Transferable to CSU*

*Hours:* 36 hours LEC

In this course, students will be introduced to basic skills and competencies needed to operate a school/library media center, small library, or department within a large library. The course includes working within an organization, effective communication, planning and organization, time management, marketing and public relations, customer relations, budgeting, operational manuals and reports, problem behavior, disaster preparedness, and the principles of supervision. Field trips or alternative assignments may be required.

**LIBT 494 Topics in Library and Information Technology .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 72 hours LEC

This course is designed to enable library technology students to learn about recent developments in the library field. Selected topics would not include those which are part of current course offerings. This course may be taken four times providing there is no duplication of topics.

**LIBT 495 Independent Studies in Library and Information Technology 1-3 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 162 hours LAB

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to an agreement among college, faculty, and students. Independent studies in LIBR allows students to investigate and explore areas of interest in the field.

**LIBT 498 Work Experience in Library and Information Technology 1-4 Units**

*Prerequisite:* LIBT 300, 330, and 343 with grades of "C" or better

*Corequisite:* LIBT 331 and 345

*Advisory:* CISA 305, CISA 310, CISC 300, and LIBR 318; ENGWR 101 and ENGRD 310; or ESLW 320 and ESLR 320 with grades of "C" or better; or placement through the assessment process. Basic familiarity with computers is recommended, as well as familiarity with word processing and computer spreadsheets.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 75 hours LAB

This is structured, on-the-job training experience in Sacramento area libraries and school library media centers under the supervision of professional librarians and library media specialists. The student, in collaboration with the work experience supervisors, will prepare learning objectives that are approved by the instructor. In addition, each student will be required to keep a job journal, write a career essay, and prepare a resume and cover letter. Credit hours may be earned for three or four units. One unit of credit will be granted for each 60 hours of unpaid work per unit or 75 hours of paid work. A midterm and final exam may be given. This course may be taken up to three times for credit. A minimum of three units is required for the certificate and/or degree. Only one Work Experience course may be taken per semester. For the Library and Information Technology degree or certificate, each student is required to work in a minimum of two libraries. If the student is already working in a library at a paraprofessional level, the current job may be counted as one of the libraries.

**LIBT 499 Experimental Offering in Library and Information Technology .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

See Experimental Offering

Degree:

A.S. - Mathematics

AS-T - Associate in Science in Mathematics for Transfer

Division of Mathematics/Statistics & Engineering

Anne E. Licciardi, Dean

South Gym 220

916-558-2202

Mathematics

Associate in Science Degree

Program Information

The mathematics program provides students the opportunity to complete the lower-division coursework required for four-year programs in mathematics. For students who plan to transfer, completion of the CSU General-Breadth or IGETC general education pattern is encouraged. It is highly recommended that students meet with a counselor because major and general education requirements vary for each college/university. These courses also fulfill general education requirements for allied health, biological sciences, physical sciences, computer science and engineering..

Career Opportunities

Mathematicians work as statisticians, analysts, computer programmers, actuaries, researchers, planners and educators. This major is designed to meet some of the lower-division requirements for a major in Mathematics.

Note: Students planning to transfer to four-year institutions are advised to meet with a counselor for general education requirements.

Note: The University of California has a credit restriction on certain combinations of mathematics courses. See counselor for detailed information on the current UC Transferable Course Agreement.

Upon completion of this program, the student will be able to:

- explain and apply basic concepts of single variate calculus including various forms of derivatives and integrals, their interconnections, and their uses in analyzing and solving real-world problems.
- explain and apply basic concepts of multivariate calculus, linear algebra, or differential equation techniques, their interconnections, and their uses in analyzing and solving real-world problems.
- write logical proofs of basic theorems.
- use appropriate computer applications to demonstrate mathematical problem solving.

Required Program

Units

A minimum of 21 units from the following:..... 21

- MATH 400 Calculus I (5)
- MATH 401 Calculus II (5)
- MATH 402 Calculus III (5)
- MATH 410 Introduction to Linear Algebra (3)
- MATH 420 Differential Equations (4)
- MATH 482 Honors Introduction to Proof and Analysis (3)

A minimum of 3 units from the following:..... 3

- CISP 360 Introduction to Structured Programming (4)
- CISP 370 Beginning Visual Basic (4)
- CISP 400 Object Oriented Programming with C++ (4)
- CISP 401 Object Oriented Programming with Java (4)
- ENGR 405 Engineering Problem Solving (3)
- STAT 300 Introduction to Probability and Statistics (4)  
or STAT 480 Introduction to Probability and Statistics - Honors (4)

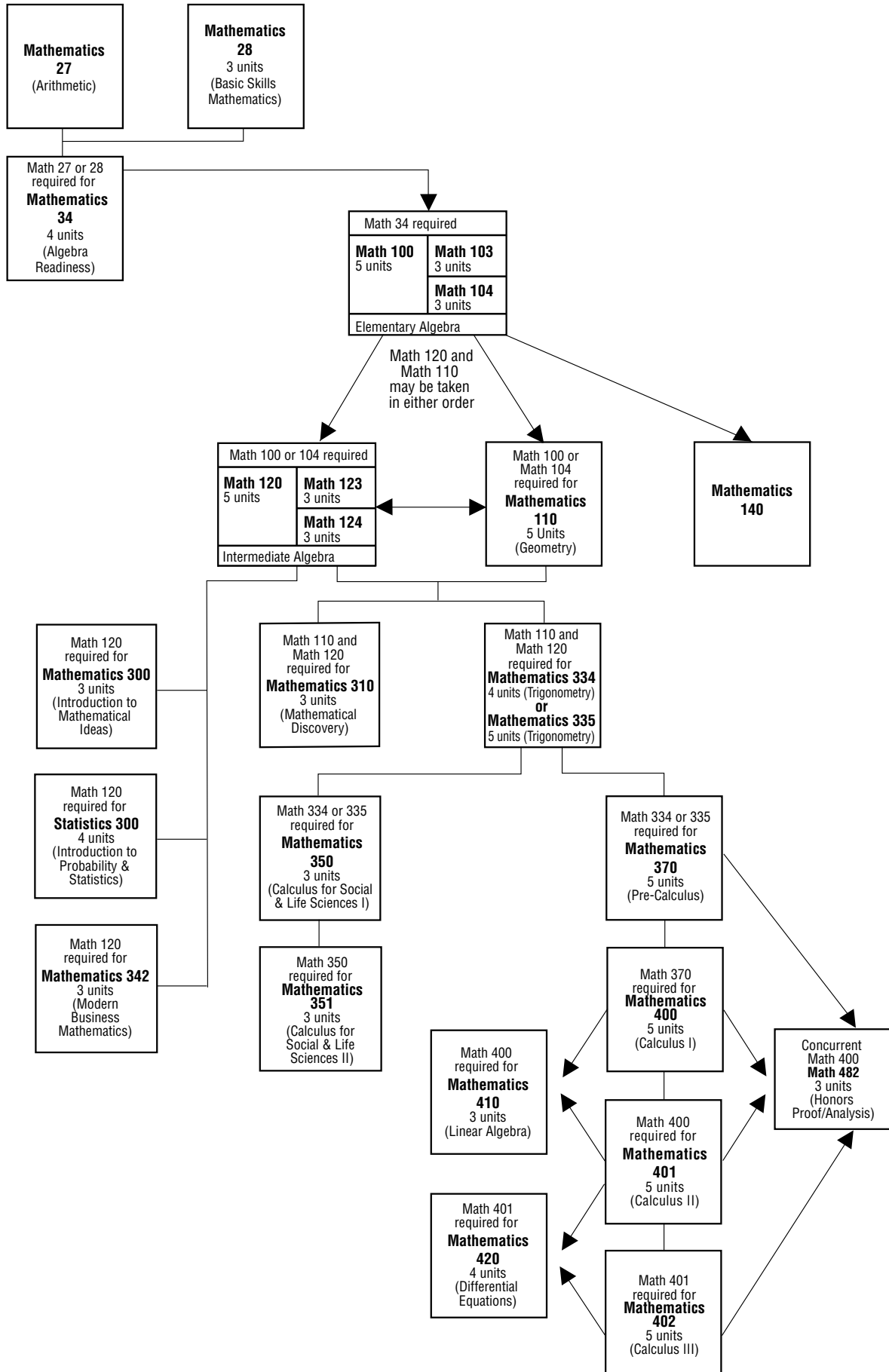
Total Units Required

24

Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of all courses in the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

# Math Sequence



## Mathematics

### Associate in Science in Mathematics for Transfer

#### Program Information

The mathematics program provides students the opportunity to complete the lower-division coursework required for four-year programs in mathematics. This program is for students who plan to transfer to a California State University (CSU). Completion of the CSU General-Breadth or IGETC general education pattern is required. It is highly recommended that students meet with a counselor because major and general education requirements vary for each college/university.

To earn an associate transfer degree, students must complete the following requirements:

- (1) Complete a minimum 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 or the Intersegmental General Education Transfer Curriculum (IGETC).
  - (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) Obtain of a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major or area of emphasis.

#### Career Opportunities

Mathematicians work as statisticians, analysts, computer programmers, actuaries, researchers, planners, and educators. This major is designed to meet the lower-division requirements for most bachelor's degrees in Mathematics.

#### Upon completion of this program, the student will be able to:

- explain and apply basic concepts of single variable calculus including various forms of derivatives and integrals, their interconnections, and their uses in analyzing and solving real-world problems.
- explain and apply basic concepts of multivariate calculus, linear algebra, or differential equation techniques, their interconnections, and their uses in analyzing and solving real-world problems.
- write logical proofs of basic theorems.
- use appropriate applications to demonstrate mathematical problem solving.

#### Required Program

	Units
MATH 400 Calculus I .....	5
MATH 401 Calculus II .....	5
MATH 402 Calculus III .....	5
MATH 410 Introduction to Linear Algebra.....	3
MATH 420 Differential Equations.....	4
<b>Total Units:</b>	<b>22</b>

#### Associate in Science for Transfer Degree

The Associate in Science in Mathematics for Transfer (AS-T) degree may be obtained by completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program, and (b) either the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.

### MATH 27 Self-Paced Basic Skills Mathematics .5-2 Units

*Prerequisite: None.*

*Hours: 24 hours LEC; 108 hours LAB*

This is a self-paced course in basic mathematics skills including the basic operations of addition, subtraction, multiplication, and division applied to the whole numbers, fractions, and decimals. This course is graded Pass/No Pass. Credit is earned in one-half unit increments, and is dependent on progress in the course and class participation. This is an open-entry/open-exit course with admission as late as the 12th week, and may be taken up to four times for a maximum of two units. This course does not fulfill the learning skills requirement for graduation.

### MATH 28 Basic Skills Mathematics 3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC; 18 hours LAB*

This is a lecture course with lab time in basic mathematics skills including the basic operations of addition, subtraction, multiplication, and division applied to the whole numbers, fractions, and decimals. This course does not fulfill the learning skills requirement for graduation.

### MATH 34 Pre-Algebra 4 Units

*Prerequisite: MATH 28 with a "C" or better, or MATH 27 with a "P," or placement through the assessment process. A grade of "P" is completion of the MATH 27 curriculum, regardless of the number of units earned.*

*Hours: 72 hours LEC*

The emphasis in this course will be on skills necessary for success in elementary algebra. Course content will include review of fundamentals of arithmetic including whole numbers, common fractions, decimal fractions, and percentages. Other topics include order of operations, signed numbers, complex fractions, exponents, and scientific notation. There will be an introduction to the algebra of polynomials and/or an introduction to graphing lines, as time permits.

### MATH 80 Mathematics Study Skills 1 Unit

*Prerequisite: MATH 28 with a grade of "C" or better, or MATH 27 with a "P" (Pass), or placement through the assessment process. A grade of "P" is completion of the Math 27 curriculum, regardless of the number of units earned. A list consisting of current students with a "P" grade in Math 27 will be issued from the Mathematics, Statistics, and Engineering Division to the instructor prior to the first day of instruction.*

*Advisory: ENGRD 110 with a grade of "C" or better*

*Hours: 18 hours LEC*

This course will help students increase their motivation and confidence and maximize their abilities in any mathematics course. Students will consider their current levels of math and test anxieties and make progress in lowering them to a productive level. Students will gain strategies to overcome barriers to mathematical success. Specific concepts will be designed for the current level of each student. Students may take this course along with another Mathematics or Statistics course or may wish to take the course as preparation before enrolling in a Mathematics or Statistics course. This course is graded as Pass/No Pass.

**MATH 100 Elementary Algebra 5 Units**

*Prerequisite: MATH 34 with a grade of "C" or better; or placement through the assessment process.*

*Hours: 90 hours LEC*

This course includes the fundamental concepts and operations of algebra with problem solving skills emphasized throughout. Topics include: properties of real numbers, linear equations and inequalities, integer exponents, polynomials, polynomial factorization, rational expressions and equations, radical expressions and equations, rational exponents, systems of linear equations and inequalities, the rectangular coordinate system, graphs and equations of lines, and quadratic equations.

**MATH 103 Elementary Algebra, Part I 3 Units**

*Prerequisite: MATH 34 with a grade of "C" or better; or placement through the assessment process.*

*Hours: 54 hours LEC*

This course will cover the first half of the traditional MATH 100 course. Topics include: properties of real numbers, linear equations and inequalities, integer exponents, polynomials, systems of linear equations and inequalities, the rectangular coordinate system, graphs and equations of lines, and applications.

**MATH 104 Elementary Algebra, Part II 3 Units**

*Prerequisite: MATH 103 with a grade of "C" or better*

*Hours: 54 hours LEC*

This course covers the second half of the traditional MATH 100 course. Topics include: polynomial factorization, rational expressions and equations, radical expressions and equations, rational exponents, quadratic equations, and applications.

**MATH 110 Elementary Geometry 5 Units**

*Prerequisite: MATH 100 or 104 with a grade of "C" or better; or placement through the assessment process.*

*General Education: AA/AS Area II(b); AA/AS Mathematics Competency*

*Hours: 90 hours LEC*

This course introduces Euclidean Geometry. Topics include sets, definitions, postulates, theorems, deductive and inductive reasoning, proof, parallel lines, triangles, polygons, congruence, similarity, constructions, the Pythagorean Theorem, right triangle trigonometry, circles, analytic geometry, and elementary solid geometry.

**MATH 120 Intermediate Algebra 5 Units**

*Prerequisite: MATH 100 or 104 with a grade of "C" or better; or placement through the assessment process.*

*General Education: AA/AS Area II(b); AA/AS Mathematics Competency*

*Hours: 90 hours LEC*

This course reviews and extends the concepts of elementary algebra, with problem solving skills emphasized throughout. Topics that are reviewed and extended include: linear and quadratic equations, factoring polynomials, rational expressions, exponents, radicals, equations of lines, and systems of equations. New topics include graphs and their translations and reflections, functions, exponential and logarithmic functions, graphs of quadratic and polynomial functions, nonlinear systems of equations, polynomial, rational and absolute value inequalities, sequences, series and The Binomial Theorem.

**MATH 123 Intermediate Algebra, Part I 3 Units**

*Prerequisite: MATH 100 or 104 with a grade of "C" or better; or placement through the assessment process.*

*Hours: 54 hours LEC*

This course reviews and extends the concepts of elementary algebra with problem solving skills emphasized throughout. Topics include solving linear equations and inequalities, factoring of polynomials, rational expressions, exponents, radicals, solving equations containing rational and radical expressions, equations of lines, functions and absolute value equations and inequalities, and complex numbers.

**MATH 124 Intermediate Algebra, Part II 3 Units**

*Prerequisite: MATH 123 with a grade of "C" or better*

*General Education: AA/AS Area II(b); AA/AS Mathematics Competency*

*Hours: 54 hours LEC*

This course reviews and extends the concepts of elementary algebra and MATH 123 with problem solving skills emphasized throughout. Topics include quadratic expressions, equations, inequalities and graphs, systems of equations, composite and inverse functions, exponential and logarithmic functions, and sequences and series.

**MATH 140 Mathematical Literacy 4 Units**

*Prerequisite: MATH 100 or 104 with a grade of "C" or better; or placement through the assessment process.*

*General Education: AA/AS Area II(b); AA/AS Mathematics Competency*

*Hours: 72 hours LEC*

This course introduces students to every day uses of mathematics. Mathematical literacy is necessary to fully participate in the democratic decision-making process. Topics will include measurement systems, reasoning and logic, elections, inflation and other indexes, chance and risk, and finances, and may include other topics, such as environmental or health issues.

**MATH 170 Algebra Review for Calculus 2 Units**

*Prerequisite: None.*

*Hours: 36 hours LEC*

This is a review of college preparatory high school algebra. It includes the necessary skills for success in higher mathematics courses including calculus. Topics include real numbers, linear equations and inequalities, properties of lines, absolute values, polynomials and factoring, rational expressions, exponents, quadratic equations, and functions.

**MATH 295 Independent Studies in Mathematics 1-3 Units**

*Prerequisite: None.*

*Hours: 54 hours LEC*

This is an independent studies course. The topics are to be arranged between the instructor and the student.

**MATH 299 Experimental Offering in Mathematics .5-8 Units**

*Prerequisite: None*

*Hours: 144 hours LEC*

See Experimental Offering.

**MATH 300 Introduction to Mathematical Ideas 3 Units**

*Prerequisite:* MATH 120 or 124 with a grade of “C” or better; or placement through the assessment process.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is intended to help the non-Mathematics major student relate to the spirit of mathematics through a study of some fundamental ideas of mathematics. Several specific topics will be covered, to be chosen from: numeration systems, logic, sets, number theory, algebraic modeling, geometry, combinatorics, probability, statistics, consumer mathematics, graph theory, voting and apportionment, matrices, and perhaps others. This course is not recommended for students entering elementary school teaching or for business administration majors.

**MATH 310 Mathematical Discovery 3 Units**

*Prerequisite:* MATH 120 or MATH 124 with a grade of “C” or better or placement through the assessment process; AND MATH 110 or two semesters of high school Geometry with grades of “C” or better.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency CSU Area B4  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is designed to introduce students to the spirit of mathematics by involving them in aspects of mathematical processes of exploration, conjecture, and proof. Students will examine mathematical patterns and relations, formulate conjectures, and prove their conjectures. Educational standards and issues are a focus throughout the content of the course. Areas of mathematics from which content may be derived include number theory, statistics, probability, geometry, and sequences and series. This course is recommended for students interested in a career in education.

**MATH 315 Exploratory Field Experience in Mathematics 3 Units**

*Prerequisite:* MATH 120 with a grade of “C” or better  
*Enrollment Limitation:* Current TB clearance is required prior to work in schools. Fingerprinting may also be required.  
*Course Transferable to UC/CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course is an education-based field experience in mathematics allowing students to explore teaching as a career choice. Students are assigned to area schools to observe and/or assist in mathematics classrooms. Students have the opportunity to learn and practice essential skills to assist middle or high school students with their progress through the mathematics sequence and to learn about social, cultural, and educational issues related to mathematics and the school environment. Weekly seminars allow students to share experiences and compare observations. This course is recommended for those who may wish to pursue a single-subject credential in mathematics.

**MATH 334 Trigonometry 4 Units**

*Prerequisite:* MATH 120 or MATH 124 with a grade of “C” or better or placement through the assessment process; AND MATH 110 or a college Geometry course or two semesters of high school Geometry with grades of “C” or better.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4  
*Course Transferable to CSU*  
*Hours:* 72 hours LEC

This course focuses on the fundamental concepts of trigonometry and its applications. Topics include: functions of angles, circular functions, radian measure, polar coordinates, trigonometric identities and equations, graphing, inverse trigonometric functions, solutions of triangles, and vectors. Other topics may be included at the discretion of the instructor.

**MATH 335 Trigonometry with College Algebra 5 Units**

*Prerequisite:* MATH 120 or MATH 124 with a grade of “C” or placement through the assessment process; AND MATH 110 or a college Geometry course or two semesters of high school Geometry with a grade of “C” or better.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4  
*Course Transferable to CSU*  
*Hours:* 90 hours LEC

This is a full trigonometry course with algebra concepts reviewed, extended, and integrated when they are relevant to the trigonometric concepts. The trigonometric topics include right triangle trigonometry, unit circle trigonometry, graphs of trigonometric functions, proofs of trigonometric identities, solving trigonometric equations, applications of trigonometric functions (laws of sines and cosines), inverse trigonometric functions, and vectors. The algebra topics include graphs of polynomial and rational functions, conic sections, the polar coordinate system, and solving equations, inequalities, and systems of equations and inequalities (including using matrices to solve systems of equations).

**MATH 342 Modern Business Mathematics 3 Units**

*Prerequisite:* MATH 120 or 124 with a grade of “C” or better; or placement through the assessment process.  
*General Education:* AA/AS Area II(b); CSU Area B4; AA/AS Mathematics Competency  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This is a course designed around applications of mathematics in economic and business contexts. Specific topics will include functions and related business formulas, tables and graphs, finance (interest, annuities, and exponential models in economics), rates of change including applications and optimization, and linear programming.

**MATH 350 Calculus for the Life and Social Sciences I 3 Units**

*Prerequisite:* MATH 334 or 335 with a grade of “C” or better; or placement through the assessment process.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is an introduction to calculus. Topics include functions, trigonometric functions, limits, analytic geometry, and differential calculus with applications to biological and social sciences. This course is intended for students majoring in the biological and social sciences and some business majors.

**MATH 351 Calculus for the Life and Social Sciences II 3 Units**

*Prerequisite:* MATH 350 with a grade of "C" or better  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is a continuation of MATH 350. Topics include: definite and indefinite integrals, power series, analytic geometry, multivariate calculus, and differential equations, with applications to life and social sciences.

**MATH 352 Calculus for Biology and Medicine 2 Units**

*Prerequisite:* MATH 351 with a grade of "C" or better or concurrent enrollment in MATH 351  
*General Education:* AA/AS Area II(b); CSU Area B4  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC

This course, along with MATH 350 and MATH 351, completes the UC calculus sequence for some biology and medicine majors. The topics include: solving first-order linear differential equations using integrating factors, matrices, eigenvalues and eigenvectors, analytic geometry, directional derivatives and gradient vector, theory, modeling and applications of linear and nonlinear systems of ordinary differential equations, permutations and combinations, probability, conditional probability, independence, and Bayes' formula and applications.

**MATH 370 Pre-Calculus Mathematics 5 Units**

*Prerequisite:* MATH 334 or 335 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 90 hours LEC

This course is designed to prepare students for MATH 400, 401, and 402. Course content includes a brief review followed by an in-depth extension of the properties of polynomial, rational, exponential, logarithmic, and trigonometric functions. Additional topics include inequalities, systems of non-linear equations, conic sections, sequences and series, analytic geometry, and polar and parametric equations. Graphing calculators may be required for this course.

**MATH 400 Calculus I 5 Units**

*Prerequisite:* MATH 370 with a grade of "C" or better, or placement through the assessment process  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 90 hours LEC

This course explores the basic concepts of analytic geometry, limits, including indeterminate forms, derivatives and integrals. The topics covered will include graphs, derivatives, and integrals of algebraic, trigonometric, exponential, logarithmic and hyperbolic functions. Standard proofs will be covered, such as delta/epsilon proofs and proofs of some theorems. Applications will be covered, including those involving rectilinear motion, differentials, related rates, graphing, and optimization.

**MATH 401 Calculus II 5 Units**

*Prerequisite:* MATH 400 with a grade of "C" or better  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 90 hours LEC

This course is a continuation of MATH 400. Topics covered will include techniques of integration, numerical integration, improper integrals, infinite series, parametric equations, polar coordinates, and possibly conic sections. Many applications will be covered including those involving areas between plane regions, volumes of revolution, work, moments and centers of mass, average value, arc length, and surface area.

**MATH 402 Calculus III 5 Units**

*Prerequisite:* MATH 401 with a grade of "C" or better  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 90 hours LEC

This course extends the concepts of limits, derivatives, and integrals to vector-valued functions and functions of more than one variable. The topics covered will include three-dimensional analytic geometry and vectors, partial derivatives, multiple integrals, line integrals, surface integrals, and the theorems of Green, Gauss (Divergence), and Stokes. Many applications of calculus will be included.

**MATH 410 Introduction to Linear Algebra 3 Units**

*Prerequisite:* MATH 400 with a grade of "C" or better  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course introduces linear algebra. Topics include matrices, determinants, systems of equations, vector spaces, linear transformations, eigenvectors, and applications. Proofs of elementary theorems of basic linear algebra will be covered. The course is intended for majors in mathematics, engineering, science, and related fields.

**MATH 420 Differential Equations 4 Units**

*Prerequisite:* MATH 401 with a grade of "C" or better  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC

This course will cover the theory and applications of the solutions of ordinary differential equations and systems of ordinary differential equations. Students will be introduced to various topics useful in the solution of these differential equations including power series, Laplace transforms, matrices, eigenvalues and eigenvectors, and numerical methods.



**MATH 482 Honors Introduction to Proof and Analysis 3 Units**

*Prerequisite: MATH 400 with a grade of "C" or better or concurrent enrollment in MATH 400*

*General Education: AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2*

*Enrollment Limitation: Eligibility for the honors program*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This seminar course is intended to give the student an introduction to the theoretical foundations of calculus. Methods of proof will be discussed, especially as they relate to the theorems and techniques of calculus. This honors course uses an emphasis on mathematical proofs to challenge motivated students.

**MATH 494 Topics in Mathematics .5-4 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course provides the ability to take a course in mathematics that covers topics that are not part of the regular curriculum. This course may be taken up to four times for credit, for a maximum of 16 units, provided each course offering covers a different set of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions

**MATH 495 Independent Studies in Mathematics 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This is an independent studies course. The topics are to be arranged between the instructor and the student. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions

**MATH 499 Experimental Offering in Mathematics .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Mechanical-Electrical Technology MET

### Degrees:

A.S. - Mechanical-Electrical Technology  
 A.S. - Wastewater Treatment Plant Operation  
 A.S. - Water Treatment Plant Operation

### Division of Advanced Technology

Donnetta Webb, Dean  
 Technology 106  
 916-558-2491

### Certificates of Achievement:

Mechanical-Electrical Technology  
 Commercial Building Energy Auditing and Commissioning Specialist  
 Wastewater Treatment Plant Operation  
 Water Treatment Plant Operation  
 Mechanical Systems Technician

### Program Information

The Mechanical-Electrical Technology (MET) program provides instruction in design, installing, operating, and maintenance of a wide range of mechanical and electrical equipment. These systems include heating, ventilating, air conditioning, and refrigerating (HVAC/R); solar photovoltaic and solar hot water; and water and wastewater systems. Areas of instruction include: energy management, mechanical system commissioning, indoor air quality, building automation systems, heating, cooling, heat pumps, refrigeration, refrigerant recovery and management, electrical controls, pneumatic controls, electronic controls, instrumentation, solar photovoltaic, solar hot water and wind energy, and the operation of water and wastewater treatment plants.

Students learn the skills and concepts necessary to install, operate, maintain, repair, and manage various mechanical and electrical systems from small residential equipment to large commercial and industrial facilities. Effective writing, verbal communication, electronic communication, sketching, drafting, mechanical calculations, and computer skills are emphasized across the curriculum.

The program includes both day and evening lecture and laboratory sections and is designed to give students a solid foundation in general installation, operation, maintenance, repair, and equipment management skills included in HVAC/R, renewable and sustainable energy, and water and wastewater industries. Students will not only learn the theory and fundamentals of mechanical equipment, but also be exposed to hands-on training in sophisticated training laboratories. Laboratory equipment students will work with include: a water cooled chiller, cooling towers, steam and hot water boilers, thermal energy storage system, heat reclaim system, power management system, solar photovoltaic and solar hot water systems, packaged and split system air conditioners, furnaces, and high and low temperature refrigeration systems. Students will also configure, program, and commission several Direct Digital Control (DDC) Systems, pneumatic systems, and programmable logic controllers (PLC) on state-of-the-art computer stations, and work directly on the operating systems in the laboratory facility.

The Mechanical-Electrical Technology Associate in Science Degree focuses on the skills and concepts necessary to install, operate, maintain, repair, and manage various mechanical and electrical systems from small residential equipment to large commercial and industrial facilities. The entire spectrum of mechanical and electrical systems will be covered including energy management, mechanical system commissioning, indoor air quality, building automation systems, refrigerant recovery and management, electrical controls, pneumatic controls, electronic controls, instrumentation, heat pumps, solar photovoltaic, solar hot water, and wind energy systems, and water and wastewater treatment systems. Effective writing, verbal communication, electronic communication, sketching, drafting, mathematical calculations and computer skills will be emphasized throughout the program.

Certificates of Achievement are awarded to students who satisfactorily complete the various programs. Students completing the programs may also qualify for an Associate of Science degree. Certificates are offered in Mechanical-Electrical Technology, Wastewater Treatment Plant Operation, Water Treatment Plant Operation, Commercial Building Energy Auditing and Commissioning Specialist, and Mechanical Systems Technician. Preparation for the federal refrigerant transition and recovery license examination is also offered.

Classes are studied in both lecture and laboratory. Mathematics, science, drafting and technical writing, which are all related to the programs, are also studied.

## Mechanical-Electrical Technology

Associate in Science Degree  
 Certificate of Achievement

### Career Opportunities

Upon completion of the MET program, students may find employment in the following industry sectors: government (federal, state, county, and city agencies), health care, utilities, construction, facilities management, engineering, high technology, food production, and manufacturing. Typical job titles include: stationary engineer, air conditioning and refrigeration technician, maintenance mechanic, boiler operator, water or wastewater treatment plant operator, automatic control technician, solar, photovoltaic, wind (renewable and sustainable) energy technician, wholesale and manufacturer's sales representative.

### Recommended High School Preparation

Completion of college preparatory English and general mathematics courses are highly desirable, but not required. Courses in drafting, algebra, and computer fundamentals will be beneficial.

### Program Costs

In addition to normal student expenses such as tuition and textbooks, MET students must purchase safety glasses for use in laboratory and shop classes. If this fee creates a financial burden, students should consult the Financial Aid Office for possible assistance.

**Upon completion of this program, the student will be able to:**

- apply problem-solving and analytical thinking skills in the maintenance, operation, testing, troubleshooting, and repair of heating, cooling and refrigeration systems, accessories, and controls.
- utilize tools and equipment in the maintenance, operation, testing, troubleshooting and repair of heating, cooling and refrigeration systems, accessories, and controls.
- demonstrate an understanding of the industry required Federal Refrigerant Transition and Recovery Certification license examination.
- recognize the importance of proper handling of refrigerants and the environmental impact of improper refrigerant management.
- operate and troubleshoot a hot water and high pressure steam boiler system, pumping and piping systems, and related heating equipment.
- design a heating-cooling system for a residential and commercial application from concept to finish.
- demonstrate an understanding of chilled water systems, air distribution, variable air volume systems thermal storage, cooling towers, and energy management.
- explain the concepts related to absorption air conditioning systems, helical-rotary, and centrifugal water chillers.
- demonstrate an understanding of electrical circuits and controls.
- design an electrical control schematic and troubleshoot various electrical equipment.
- utilize freehand sketching and drafting skills for use in field applications.
- demonstrate an understanding of different types, application and proper use of instruments to measure and record temperature, humidity, flow, light, sound, velocity, pressure, combustion emissions, air quality, voltage, level, force, and vibration.
- analyze complex systems of the Automatic Controls industries.
- design and program Automatic Control systems, Direct Digital Control systems, and Pneumatic Control systems.
- demonstrate the skills and knowledge necessary to be successful in Automatic Controls industries.
- analyze manufacturer's data of equipment performance and economic factors related to heating, cooling and refrigeration equipment, and estimate the cost of a refrigeration system installation including materials, labor, and profit.
- solve problems involving heat transfer, heating and cooling loads, air distribution, and psychometrics of air.
- evaluate and determine the need for periodic equipment maintenance, design a mechanical system maintenance program, and demonstrate an understanding of a maintenance contract.
- explain the concepts of potable water and wastewater treatment systems and processes.
- demonstrate an understanding of water resources and their preservation, treatment system components, related operation, and safety practices.
- install, operate, maintain, and troubleshoot various types of renewable and sustainable energy systems.

<b>Required Program</b>	<b>Units</b>
MET 255 Mechanical Systems Maintenance.....	1.5
MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems .....	5
MET 352 Mechanical Systems Calculations .....	3
MET 361 Refrigeration Systems.....	3
MET 362 Refrigeration Systems Calculations .....	3
MET 363 Refrigerant Transition and Recovery Processes and Procedures .....	1.5
MET 364 Electrical Controls .....	3
MET 371 Heating and Power Machinery.....	3
MET 372 Power Machinery, Heating and Air Conditioning Calculations .....	3
MET 373 Piping, Electrical, and Sheet Metal Drafting .....	3
MET 374 Automatic Control Systems I.....	3
MET 381 Air Conditioning .....	3
MET 383 Instrumentation.....	3
MET 384 Automatic Control Systems II.....	3
MET 368 Heat Pump Operation and Maintenance.....	3
<b>Total Units Required</b>	<b>47</b>

**Suggested Elective**

PHYS 310

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be earned by completion of the required program with grades of "C" or better, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Suggested Semester Sequence****First Semester**

MET 255 Mechanical Systems Maintenance.....	1.5
MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems.....	5
MET 352 Mechanical Systems Calculations .....	3

**Second Semester**

MET 361 Refrigeration Systems.....	3
MET 362 Refrigeration Systems Calculations .....	3
MET 363 Refrigerant Transition and Recovery Processes and Procedures .....	1.5
MET 364 Electrical Controls .....	3
MET 368 Heat Pump Operation and Maintenance.....	3

**Third Semester**

MET 371 Heating and Power Machinery.....	3
MET 372 Power Machinery, Heating and Air Conditioning Calculations .....	3
MET 373 Piping, Electrical, and Sheet Metal Drafting .....	3
MET 374 Automatic Control Systems I.....	3

**Fourth Semester**

MET 381 Air Conditioning .....	3
MET 383 Instrumentation .....	3
MET 384 Automatic Control Systems II.....	3

## Commercial Building Energy Auditing and Commissioning Specialist

### Certificate of Achievement

#### Program Information

The Commercial Building Energy Auditing and Commissioning Specialist Certificate of Achievement is designed to meet the high industry demand for the unique skills necessary in managing energy and the commissioning of new and existing facilities. United States Green Building Council has proclaimed Commissioning to be mandatory to achieve Leadership in Energy and Environmental Design (LEED) certification. This program will help students meet the new Energy and Building Commissioning standards and is designed to help the student learn the information and skills necessary to begin working in the industry. Safety, environmental impact issues, indoor air quality, and equipment maintenance and operation will be emphasized throughout the program.

To obtain the Commercial Building Energy Auditing and Commissioning Specialist Certificate of Achievement at Sacramento City College, a student must complete all of the courses in the Commercial Building Energy Auditing and Commissioning Specialist required program with grades of "C" or better.

#### Career Opportunities

Upon completion of the Commercial Building Energy Auditing and Commissioning Specialist Certificate of Achievement, students will be qualified for employment in the following industry sectors: government (federal, state, county, and city agencies), health care, utilities, construction, facilities management, engineering, high technology, food production, and manufacturing. Typical job titles include: commercial building commissioning specialist, commercial energy auditor, energy management and efficiency technician, stationary engineer, air conditioning and refrigeration technician, maintenance mechanic, boiler operator, automatic control technician, solar, photovoltaic, wind (renewable and sustainable) energy technician, wholesale and manufacturer's sales representative.

#### Upon completion of this program, the student will be able to:

- demonstrate an understanding of the techniques and practices of commissioning controls and mechanical systems that are used in heating, ventilation, air conditioning, pumping, and water treatment.
- apply knowledge of commissioning to better meet entry level and advanced employment standards.
- commission an HVAC mechanical system and a Direct Digital Control (DDC) system.
- demonstrate an understanding of the techniques and practices of measuring and optimizing the energy efficiency of mechanical systems that are used in heating, ventilating, air conditioning, pumping, and water treatment.
- apply knowledge of how to measure and optimize the energy efficiency of mechanical systems to better meet entry level and advanced employment standards.
- measure and optimize the energy efficiency of an HVAC mechanical system, thermal storage system, and a Direct Digital Control (DDC) system.
- evaluate and improve air conditioning problem-solving skills.
- solve air conditioning system problems with the use of industry specific computer applications.
- design commercial air conditioning systems.
- estimate commercial air conditioning systems.

#### Required Program

	Units
MET 391 Mechanical Systems Commissioning .....	3
MET 392 Energy Management and Efficiency for HVAC Mechanical Systems .....	3
MET 393 Commercial Building Energy Audits and Calculations.....	3
MET 396 Air and Water Balance of Mechanical Equipment .....	3

#### Total Units Required

12

#### Certificate of Achievement

A Certificate of Achievement may be obtained by completion of the MET Required Program with grades of "C" or better.

#### Suggested Semester Sequence

##### First Semester

MET 391 Mechanical Systems Commissioning .....	3
MET 392 Energy Management and Efficiency for HVAC Mechanical Systems .....	3

##### Second Semester

MET 393 Commercial Building Energy Audits and Calculations.....	3
MET 396 Air and Water Balance of Mechanical Equipment .....	3

## Wastewater Treatment Plant Operation

### Associate in Science Degree

#### Certificate of Achievement

This program focuses on water resources and their preservation, wastewater treatment plant operation and systems, wastewater treatment system components, processes, regulations, and safety practices. In addition, the entire spectrum of mechanical and electrical systems will be covered including energy management, mechanical system commissioning, indoor air quality, building automation systems, electrical controls, pneumatic controls, electronic controls, and instrumentation. Effective writing, verbal communication, electronic communication, sketching, drafting, mathematical calculations, and computer skills will be emphasized throughout the program.

Upon completion of the appropriate wastewater treatment courses in the Mechanical-Electrical Technology Program, a student will be eligible to receive three certificates sponsored by the Office of Water Programs at California State University, Sacramento, and the Mechanical-Electrical Technology Program at Sacramento City College; Operation of Wastewater Treatment Plants I, Operation of Wastewater Treatment Plants II, and Advanced Waste Treatment.

#### Career Opportunities

Upon completion of the Wastewater Treatment Plant Operation Associate in Science Degree, students may find employment in the following industry sectors: government (federal, state, county, and city agencies), health care, utilities, construction, facilities management, engineering, high technology, food production, and manufacturing. Typical jobs titles include: wastewater treatment plant operator, stationary engineer, maintenance mechanic, and automatic control technician.

**Upon completion of this program, the student will be able to:**

- demonstrate an understanding of and be prepared to take the Wastewater Treatment Plant Operator Certification Examinations.
- demonstrate an understanding of water resources and their preservation, treatment system components, related operation, and safety practices.
- explain the concepts of wastewater treatment systems and processes.
- apply problem-solving and analytical thinking skills in the maintenance, operation, testing, troubleshooting, and repair of heating, cooling and refrigeration systems, accessories, and controls.
- utilize tools and equipment in the maintenance, operation, testing, troubleshooting and repair of heating, cooling and refrigeration systems, accessories, and controls.
- recognize the importance of proper handling of refrigerants and the environmental impact of improper refrigerant management.
- operate and troubleshoot a hot water and high pressure steam boiler system, pumping and piping systems, and related heating equipment.
- demonstrate an understanding of chilled water systems, air distribution, variable air volume systems thermal storage, cooling towers, and energy management.
- explain the concepts related to absorption air conditioning systems, helical-rotary, and centrifugal water chillers.
- demonstrate an understanding of electrical circuits and controls.
- design an electrical control schematic and troubleshoot various electrical equipment.
- utilize freehand sketching and drafting skills for use in field applications.
- demonstrate an understanding of different types, application and proper use of instruments to measure and record temperature, humidity, flow, light, sound, velocity, pressure, combustion emissions, air quality, voltage, level, force, and vibration.
- analyze complex systems of the Automatic Controls industries.
- design and program Automatic Controls systems, Direct Digital Control systems, and Pneumatic Control systems.
- demonstrate the skills and knowledge necessary to be successful in Automatic Controls industries.
- analyze manufacturer's data of equipment performance and economic factors of mechanical systems.
- solve problems involving heat transfer, heating and cooling loads, air distribution, and psychometrics of air.
- evaluate and determine the need for periodic equipment maintenance, design a mechanical system maintenance program, and demonstrate an understanding of a maintenance contract.

**Required Program****Units**

MET 255 Mechanical Systems Maintenance.....	1.5
MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems .....	5
MET 352 Mechanical Systems Calculations .....	3
MET 354 Wastewater Treatment Plant Calculations.....	3
MET 356 Wastewater Treatment Plant Operation and Maintenance I.....	3
MET 361 Refrigeration Systems.....	3
MET 364 Electrical Controls .....	3
MET 366 Wastewater Treatment Plant Operation and Maintenance II.....	3
MET 371 Heating and Power Machinery.....	3
MET 373 Piping, Electrical, and Sheet Metal Drafting .....	3
MET 374 Automatic Control Systems I.....	3
MET 376 Wastewater Treatment Plant Operation and Maintenance III.....	3
MET 383 Instrumentation.....	3
MET 384 Automatic Control Systems II.....	3
BIOL 444 Water and Wastewater Microbiology .....	3
CHEM 326 Water and Wastewater Treatment Chemistry .....	3

**Total Units Required****51.5****Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

A Certificate of Achievement may be obtained by completion of the MET Required Program with grades of "C" or better.

**Suggested Semester Sequence****First Semester**

MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems .....	5
MET 352 Mechanical Systems Calculations .....	3
MET 356 Wastewater Treatment Plant Operation and Maintenance I.....	3

**Second Semester**

MET 255 Mechanical Systems Maintenance.....	1.5
MET 354 Wastewater Treatment Plant Calculations.....	3
MET 361 Refrigeration Systems.....	3
MET 364 Electrical Controls .....	3
MET 366 Wastewater Treatment Plant Operation and Maintenance II.....	3

**Third Semester**

MET 371 Heating and Power Machinery.....	3
MET 373 Piping, Electrical, and Sheet Metal Drafting .....	3
MET 374 Automatic Control Systems I.....	3
CHEM 326 Water and Wastewater Treatment Chemistry .....	3

**Fourth Semester**

MET 376 Wastewater Treatment Plant Operation and Maintenance III.....	3
MET 383 Instrumentation.....	3
MET 384 Automatic Control Systems II.....	3
BIOL 444 Water and Wastewater Microbiology .....	3

## Water Treatment Plant Operation

Associate in Science Degree  
Certificate of Achievement

### Program Information

This program focuses on water resources and their preservation, water treatment plant operation and systems, water treatment system components, processes, regulations, and safety practices. In addition, the entire spectrum of mechanical and electrical systems will be covered including energy management, mechanical system commissioning, indoor air quality, building automation systems, refrigerant recovery and management, electrical controls, pneumatic controls, electronic controls, and instrumentation. Effective writing, verbal communication, electronic communication, sketching, drafting, mathematical calculations, and computer skills will be emphasized throughout the program.

Upon completion of the appropriate water treatment courses in the Mechanical-Electrical Technology Program, a student will be eligible to receive three certificates sponsored by the Office of Water Programs at California State University, Sacramento, and the Mechanical-Electrical Technology Program at Sacramento City College; Water Treatment Plants Operation I, Water Treatment Plants Operation II, and Small Water System Operation and Maintenance.

### Career Opportunities

Upon completion of the Water Treatment Plant Operation Associate in Science Degree, students may find employment in the following industry sectors: government (federal, state, county, and city agencies), health care, utilities, construction, facilities management, engineering, high technology, food production, and manufacturing. Typical jobs titles include: water treatment plant operator, stationary engineer, maintenance mechanic, and automatic control technician.

### Upon completion of this program, the student will be able to:

- demonstrate an understanding of and be prepared to take the Water Treatment Plant Operator Certification Examinations.
- demonstrate an understanding of water resources and their preservation, treatment system components, related operation, and safety practices.
- explain the concepts of water treatment systems and processes.
- apply problem-solving and analytical thinking skills in the maintenance, operation, testing, troubleshooting, and repair of heating, cooling and refrigeration systems, accessories, and controls.
- utilize tools and equipment in the maintenance, operation, testing, troubleshooting and repair of heating, cooling and refrigeration systems, accessories, and controls.
- recognize the importance of proper handling of refrigerants and the environmental impact of improper refrigerant management.
- operate and troubleshoot a hot water and high pressure steam boiler system, pumping and piping systems, and related heating equipment.
- demonstrate an understanding of chilled water systems, air distribution, variable air volume systems thermal storage, cooling towers, and energy management.
- explain the concepts related to absorption air conditioning systems, helical-rotary, and centrifugal water chillers.
- demonstrate an understanding of electrical circuits and controls.
- design an electrical control schematic and troubleshoot various electrical equipment.
- utilize freehand sketching and drafting skills for use in field applications.
- demonstrate an understanding of different types, application and proper use of instruments to measure and record temperature, humidity, flow, light, sound, velocity, pressure, combustion emissions, air quality, voltage, level, force, and vibration.
- analyze complex systems of the Automatic Controls industries.
- design and program Automatic Controls systems, Direct Digital Control systems, and Pneumatic Control systems.
- demonstrate the skills and knowledge necessary to be successful in Automatic Controls industries.

- analyze manufacturer's data of equipment performance and economic factors of mechanical systems.
- solve problems involving heat transfer, heating and cooling loads, air distribution, and psychometrics of air.
- evaluate and determine the need for periodic equipment maintenance, design a mechanical system maintenance program, and demonstrate an understanding of a maintenance contract.

### Required Program

	Units
MET 255 Mechanical Systems Maintenance.....	1.5
MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems.....	5
MET 352 Mechanical Systems Calculations.....	3
MET 353 Water Treatment Plant Calculations .....	3
MET 355 Water Treatment Plant Operation and Maintenance I .....	3
MET 361 Refrigeration Systems.....	3
MET 364 Electrical Controls .....	3
MET 365 Water Treatment Plant Operation and Maintenance II .....	3
MET 371 Heating and Power Machinery.....	3
MET 373 Piping, Electrical, and Sheet Metal Drafting .....	3
MET 374 Automatic Control Systems I.....	3
MET 375 Water Treatment Plant Operation and Maintenance III .....	3
MET 383 Instrumentation.....	3
MET 384 Automatic Control Systems II.....	3
BIOL 444 Water and Wastewater Microbiology .....	3
CHEM 326 Water and Wastewater Treatment Chemistry .....	3
<b>Total Units Required</b>	<b>51.5</b>

### Associate in Science (A.S.) Degree

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

### Certificate of Achievement

A Certificate of Achievement may be obtained by completion of the MET Required Program with grades of "C" or better.

### Suggested Semester Sequence

#### First Semester

MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems.....	5
MET 352 Mechanical Systems Calculations.....	3
MET 355 Water Treatment Plant Operation and Maintenance I .....	3

#### Second Semester

MET 255 Mechanical Systems Maintenance.....	1.5
MET 353 Water Treatment Plant Calculations .....	3
MET 361 Refrigeration Systems.....	3
MET 364 Electrical Controls .....	3
MET 365 Water Treatment Plant Operation and Maintenance II .....	3

#### Third Semester

MET 371 Heating and Power Machinery.....	3
MET 373 Piping, Electrical, and Sheet Metal Drafting .....	3
MET 374 Automatic Control Systems I.....	3
CHEM 326 Water and Wastewater Treatment Chemistry .....	3

#### Fourth Semester

MET 375 Water Treatment Plant Operation and Maintenance III .....	3
MET 383 Instrumentation.....	3
MET 384 Automatic Control Systems II.....	3
BIOL 444 Water and Wastewater Microbiology .....	3

## Mechanical Systems Technician Certificate of Achievement

### Program Information

The Mechanical Systems Technician Certificate of Achievement is designed to help the student learn the information and entry-level skills necessary to begin working in the Air Conditioning, Heating, Refrigeration, Water and Wastewater Treatment, and related industries. Safety, environmental impact issues, indoor air quality, and equipment maintenance will be emphasized throughout the program.

To obtain the Mechanical Systems Technician Certificate of Achievement at Sacramento City College, a student must complete all of the courses in the Mechanical Systems Technician required program with grades of "C" or better.

### Career Opportunities

Upon completion of the Mechanical Systems Technician Certificate of Achievement, students will be qualified for employment in the following industry sectors: government (federal, state, county, and city agencies), health care, utilities, construction, facilities management, engineering, high technology, food production, and manufacturing. Typical jobs titles include: stationary engineer, air conditioning and refrigeration technician, maintenance mechanic, water and wastewater treatment plant operator, automatic control technician, and wholesale and manufacturer's sales representative.

### Upon completion of this program, the student will be able to:

- evaluate and determine the need for periodic equipment maintenance, design a machinery system maintenance program, and demonstrate an understanding of a maintenance contract.
- apply problem-solving and analytical thinking skills in the maintenance, operation, testing, troubleshooting and repair of heating, cooling and refrigeration systems, accessories and controls.
- utilize tools and equipment in the maintenance, operation, testing, troubleshooting and repair of heating, cooling and refrigeration systems, accessories and controls.
- demonstrate an understanding of the industry required Federal Refrigerant Transition and Recovery Certification license examination.
- recognize the importance of proper handling of refrigerants and the environmental impact of improper refrigerant management.
- demonstrate an understanding of electrical circuits and controls.
- design an electrical control schematic and troubleshoot various electrical equipment.
- utilize freehand sketching and drafting skills for field applications.
- analyze manufacturer's data of equipment performance and economic factors related to heating, cooling, and refrigeration equipment.
- solve problems involving heating-cooling loads, heat transfer, air distribution, and psychometrics of air.
- explain the concepts of potable water and wastewater treatment systems and processes.

### Required Program

	<b>Units</b>
MET 255 Mechanical Systems Maintenance.....	1.5
MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems .....	5
MET 352 Mechanical Systems Calculations .....	3
MET 361 Refrigeration Systems .....	3
MET 362 Refrigeration Systems Calculations .....	3
MET 363 Refrigerant Transition and Recovery Processes and Procedures .....	1.5
MET 364 Electrical Controls .....	3

**Total Units Required** **23**

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

### Suggested Semester Sequence

#### First Semester

MET 255 Mechanical Systems Maintenance.....	1.5
MET 256 Fundamentals of Instruments and Electricity .....	1.5
MET 257 Fundamentals of Workplace Success .....	1.5
MET 351 Basic Mechanical Systems .....	5
MET 352 Mechanical Systems Calculations .....	3

#### Second Semester

MET 361 Refrigeration Systems .....	3
MET 362 Refrigeration Systems Calculations .....	3
MET 363 Refrigerant Transition and Recovery Processes and Procedures .....	1.5
MET 364 Electrical Controls .....	4

## Mechanical-Electrical Technology (MET)

### **MET 255 Mechanical Systems Maintenance 1.5 Units**

*Prerequisite:* MET 351 with a grade of "C" or better or concurrent enrollment in MET 351.

*Hours:* 27 hours LEC

This course introduces the student to basic maintenance concepts for basic mechanical systems. Units of instruction include coil maintenance, filters management, indoor air quality, lubrication, belts and drives, verifying operation, monitoring equipment, and maintenance contracts. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

### **MET 256 Fundamentals of Instruments and Electricity 1.5 Units**

*Prerequisite:* None.

*Hours:* 27 hours LEC

This course introduces the student to the fundamentals of electrical instruments and concepts required in commercial and industrial practice. Units of instruction include: fundamentals of electricity, ohms law, use of voltmeters, ammeters, ohmmeters, series and parallel circuits, wiring diagrams, and electro-magnetic theory. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

### **MET 257 Fundamentals of Workplace Success 1.5 Units**

*Prerequisite:* None.

*Hours:* 27 hours LEC

This course provides the student with basic workplace skills needed to enter the workforce as a machinery systems technician. Units of instruction include teamwork, ethics, diversity, communication skills, writing e-mail messages, Internet websites, conflict resolution, critical thinking, problem solving, conflict resolution, career management, sexual harassment, and drug and alcohol use. Components of this course will be offered online. Students will be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 294      Topics in Mechanical-Electrical Technology      .5-4 Units**

*Prerequisite:* None

*Hours:* 90 hours LEC; 270 hours LAB

This is an individualized course developed in cooperation with industry to meet specialized training needs. It may be taken four times with no duplication of topics.

**MET 295      Independent Studies in Mechanical-Electrical Technology      1-3 Units**

*Prerequisite:* None

*Hours:* 54 hours LEC

See Independent Studies

**MET 351      Basic Mechanical Systems      5 Units**

*Prerequisite:* None.

*Advisory:* MET 352 with a grade of "C" or better or concurrent enrollment in MET 352.

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 108 hours LAB

This course is designed to introduce the student to the theoretical and practical applications of basic mechanical systems utilized in refrigeration, heating, cooling, steam power generation, photovoltaic and hot water solar systems, and the treatment of water for use in mechanical systems, drinking water, and wastewater treatment plants. Additional studies include fundamental laws of heat; theory of refrigeration and refrigerants; installation, operation, and testing of refrigeration units; and safe, efficient use of related hand, heat, and power tools. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 352      Mechanical Systems Calculations      3 Units**

*Prerequisite:* None.

*Advisory:* MET 351 with a grade of "C" or better or concurrent enrollment in MET 351.

*General Education:* AA/AS Area II(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course focuses on building mathematical skills specific to the mechanical-electrical trades; problem solving using metric (SI) units and English and metric unit conversions; solution of word problems involving length, area, volume, weight, strength of materials, work, power, energy, and efficiencies; exponents, scientific notation, and roots; problem solving using graphs and tables; algebraic solutions to applied problems; freehand sketching employing multiview, isometric, and oblique drawing methods; and lettering and dimensioning. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 353      Water Treatment Plant Calculations      3 Units**

*Prerequisite:* MET 352 with a grade of "C" or better

*Advisory:* MET 355 with a grade of "C" or better or concurrent enrollment in MET 355.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course focuses on mathematical problems involving English and metric units concerned with water treatment plant operation and maintenance. Emphasis will be placed on the basic mathematical skills required to prepare and take the Water Treatment Plant Operator Certification Examinations. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 354      Wastewater Treatment Plant Calculations      3 Units**

*Prerequisite:* MET 352 with a grade of "C" or better

*Advisory:* MET 356 with a grade of "C" or better or concurrent enrollment in MET 356.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course focuses on mathematical problems involving English and metric units concerned with wastewater treatment plant operation and maintenance. Emphasis will be placed on the basic mathematical skills required to prepare and take the Wastewater Treatment Plant Operator Certification Examinations. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 355      Water Treatment Plant Operation and Maintenance I      3 Units**

*Prerequisite:* None.

*Advisory:* MET 353 with a grade of "C" or better or concurrent enrollment in MET 353.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is the first of three courses (see MET 365 and MET 375) that focus on water resources and their preservation; water treatment systems and processes; system components; and related operation and safety practices. The emphasis of this course is safety and the effective operation and maintenance of a water treatment facility. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 356      Wastewater Treatment Plant Operation and Maintenance I      3 Units**

*Prerequisite:* None.

*Advisory:* MET 354 with a grade of "C" or better or concurrent enrollment in MET 354.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is the first of three courses (see MET 366 and MET 376) that focus on water resources and their preservation; wastewater treatment systems and processes; system components; and related operation and safety practices. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.



**MET 361 Refrigeration Systems 3 Units**

*Prerequisite:* MET 351 with a grade of "C" or better  
*Advisory:* MET 352 with a grade of "C" or better. Concurrent enrollment in MET 362, MET 363, and MET 364.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This is a course devoted to the study of residential and commercial refrigeration systems and equipment. Students learn about mechanical compression and absorption refrigeration devices; their operating characteristics, common applications and typical servicing procedures, and related safety practices. Hand tools, power tools, and test instruments are used by the student in lab to repair and service refrigeration devices. Students gain additional experience by analyzing system performance with pressure-enthalpy diagrams. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 362 Refrigeration Systems Calculations 3 Units**

*Prerequisite:* MET 351 and 352 with grades of "C" or better  
*Advisory:* MET 361, MET 363, and MET 364 with a grade of "C" or better or concurrent enrollment in MET 361, MET 363, and MET 364.

*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course focuses on mathematical problems involving English and metric (SI) units concerned with installation, operations, and maintenance of commercial and industrial refrigeration systems. Emphasis will be placed on basic heat transfer, loads, piping, equipment performance, and economic factors. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 363 Refrigerant Transition and Recovery Processes and Procedures 1.5 Units**

*Prerequisite:* MET 351 with a grade of "C" or better  
*Advisory:* MET 361, MET 362, and MET 364 with a grade of "C" or better or concurrent enrollment in MET 361, MET 362, and MET 364.

*Course Transferable to CSU*  
*Hours:* 27 hours LEC

This course focuses on the recovery and recycling of existing refrigerants, the transition to environmentally safe refrigerants, and the preparation for certification testing in refrigerant handling as mandated by the Clean Air Act, 40 CFR, part 82, subpart F and regulated by the Environmental Protection Agency (EPA). Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 364 Electrical Controls 3 Units**

*Prerequisite:* MET 256, 351, and 352 with grades of "C" or better  
*Advisory:* MET 361, MET 362, and MET 363 with a grade of "C" or better or concurrent enrollment in MET 361, MET 362, and MET 363.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to power and control circuits and devices used with refrigeration, heating, cooling, pumping, water treating, photovoltaic, and hot water solar heating mechanical systems. Units of instruction include a study of electron theory, magnetism, induction, alternating current, direct current, resistance, and capacitance. Practice using electrical meters and test instruments in laboratory classes along with related safety practices will also be covered. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 365 Water Treatment Plant Operation and Maintenance II 3 Units**

*Prerequisite:* MET 353 and 355 with grades of "C" or better  
*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is the second of three courses (see MET 355 and MET 375) that focus on water resources and their preservation; water treatment systems and processes; system components; and related operation and safety practices. The emphasis of this course is on information needed by operators for the management and operation of water treatment facilities. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 366 Wastewater Treatment Plant Operation and Maintenance II 3 Units**

*Prerequisite:* MET 354 and 356 with grades of "C" or better  
*Course Transferable to CSU*

*Hours:* 54 hours LEC

This is the second of three courses (see MET 356 and MET 376) that focus on water resources and their preservation; wastewater treatment systems and processes; system components; related operation and safety practices. The emphasis of this course is on larger conventional wastewater treatment facilities. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 368 Heat Pump Operation and Maintenance 3 Units**

*Prerequisite:* MET 256, 351, and 352 with grades of "C" or better  
*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course provides instruction in basic refrigeration and heat pump theory, cooling and heating cycles, defrost cycles, controls, supplemental heat, flow control devices, and heat load calculations. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 371 Heating and Power Machinery 3 Units**

*Prerequisite:* MET 255, 361, and 364 with grades of "C" or better  
*Advisory:* MET 372, MET 373, and MET 374 with a grade of "C" or better or concurrent enrollment in MET 372, MET 373, and MET 374.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course provides instruction in warm air furnaces, hydronic heating, hot water solar systems, and steam and power plant systems. Instruction includes pumps, pumping head calculations, combustion principles, steam and hot water boilers, warm air furnaces, boiler safety and operating controls, and boiler emissions. Laboratory activities include operation, testing, maintenance, and troubleshooting of warm air furnaces and steam/hot water heating systems. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 372 Power Machinery, Heating and Air Conditioning Calculations 3 Units**

*Prerequisite:* MET 361 and 362 with grades of "C" or better  
*Advisory:* MET 371, MET 373, and MET 374 with a grade of "C" or better or concurrent enrollment in MET 371, MET 373, and MET 374.

*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course focuses on mathematical problems involving English and metric (SI) units concerned with installation, operation, and maintenance of power machinery, and heating and air conditioning systems. Emphasis will be placed on heat transfer, heating/cooling loads, pipe and pump sizing, steam and hot water system performance, psychrometrics, and duct sizing calculations. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 373 Piping, Electrical, and Sheet Metal Drafting 3 Units**

*Prerequisite:* MET 255, 361, and 364 with grades of "C" or better  
*Advisory:* MET 371, MET 372, and MET 374 with a grade of "C" or better or concurrent enrollment in MET 371, MET 372, and MET 374.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course provides instruction in the design and construction of mechanical and piping systems. Units of instruction include mechanical and plumbing codes, basic sketching techniques, recognition of standard symbols, computer aided drawing applications, and construction terms and specifications. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 374 Automatic Control Systems I 3 Units**

*Prerequisite:* MET 361 and 364 with grades of "C" or better  
*Advisory:* MET 371, MET 372, and MET 373 with a grade of "C" or better or concurrent enrollment in MET 371, MET 372, and MET 373.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This is the first of two courses (see MET 384) that focus on the study of controls and devices used in heating, ventilation, air conditioning, pumping, water treatment, and manufacturing systems. Units of instruction include introduction to control theory, final controls devices, and pneumatic control systems. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 375 Water Treatment Plant Operation and Maintenance III 3 Units**

*Prerequisite:* MET 365 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This is the third of three courses (see MET 355 and MET 365) that focus on water resources and their preservation; water treatment systems and processes; system components; and related operation and safety practices. The emphasis of this course is on small water treatment facilities. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 376 Wastewater Treatment Plant Operation and Maintenance III 3 Units**

*Prerequisite:* MET 366 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This is the third of three courses (see MET 356 and MET 366) that focus on water resources and their preservation; wastewater treatment systems and processes; system components; related operation and safety practices. The emphasis of this course is on larger secondary and tertiary wastewater treatment facilities. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 378 Geothermal Heat Pump Operation and Maintenance 3 Units**

*Prerequisite:* MET 256, 351, and 352 with grades of "C" or better  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course provides instruction in basic geothermal heat pump theory, cooling and heating cycles, load calculations, cost analysis, open and closed water loop systems, system diagnostics, and solar applications. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 381 Air Conditioning 3 Units**

*Prerequisite:* MET 371 and 372 with grades of "C" or better  
*Advisory:* MET 382, MET 383, and MET 384 with a grade of "C" or better or concurrent enrollment in MET 382, MET 383, and MET 384.

*Course Transferable to CSU*  
*Hours:* 36 hours LEC; 54 hours LAB

This course provides instruction in the design, operation, and maintenance of commercial and industrial air conditioning systems. Instruction includes study of air distribution, variable air volume systems, refrigeration compressors, absorption air condition systems, helical-rotary and centrifugal water chillers, chilled water systems, thermal storage, cooling towers, photovoltaic and hot water solar systems, and energy management. Students will gain practical experience by operating commercial air conditioning systems. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 382 Air Conditioning Systems Calculations 3 Units**

*Prerequisite:* MET 372 with a grade of "C" or better  
*Advisory:* MET 381, MET 383, and MET 384 with a grade of "C" or better or concurrent enrollment in MET 381, MET 383, and MET 384.

*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course provides an introduction to the use of computer applications in solving problems concerned with the design, installation, and operation of air conditioning systems. Units of instruction include calculating heating and cooling loads, piping, air distribution, equipment selection, psychrometric and economic analysis. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 383 Instrumentation 3 Units**

*Prerequisite:* MET 361 and 364 with grades of "C" or better  
*Advisory:* MET 381, MET 382, and MET 384 with a grade of "C" or better or concurrent enrollment in MET 381, MET 382, and MET 384.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course provides instruction in the theory and practice of using instruments for testing and analyzing the operation of refrigerating, air conditioning, mechanical, electrical, and building systems. Units of instruction include a study of measurement principles including temperature, humidity, flow, light, sound, velocity, pressure, combustion emissions, air quality, voltage, level, force, and vibration. Laboratory activities will emphasize the practical applications of sensors and measuring instruments. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 384 Automatic Control Systems II 3 Units**

*Prerequisite:* MET 371 and 374 with grades of "C" or better  
*Advisory:* MET 381, MET 382, and MET 383 with a grade of "C" or better or concurrent enrollment in MET 381, MET 382, and MET 383.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This is the second of two courses (see MET 374) that focus on the study of controls and devices used in heating, ventilation, air conditioning, pumping, water treatment, and manufacturing systems. Units of instruction include electronic and direct digital controls, networks, interoperable systems, and programming of controllers. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 391 Mechanical Systems Commissioning 3 Units**

*Prerequisite:* MET 381, 383, and 384 with grades of "C" or better  
*Advisory:* MET 392 and MET 396 with a grade of "C" or better or concurrent enrollment in MET 392 and MET 396.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course focuses on the techniques and practices of commissioning controls and mechanical systems that are used in heating, ventilation, air conditioning, pumping, renewable and sustainable energy, and water treatment. Units of instruction include energy conservation; developing and implementing a comprehensive commissioning plan; inspection and testing of control systems, mechanical equipment, field devices and user interfaces to ensure that they are installed, programmed, and operated precisely as the design intent. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 392 Energy Management and Efficiency for HVAC Mechanical Systems 3 Units**

*Prerequisite:* MET 381, 383, and 384 with grades of "C" or better  
*Advisory:* MET 391 and MET 396 with a grade of "C" or better or concurrent enrollment in MET 391 and MET 396.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

The course focuses on the theory, techniques, and practices of optimizing the energy efficiency of mechanical systems that are used in heating, ventilating, cooling, pumping, and water treatment. Students will review the concepts and principles of the design of commercial heating, ventilating, and air conditioning (HVAC) systems and direct digital controls (DDC). This course will introduce the economics of operating electrical and mechanical equipment, methods of acquiring HVAC equipment performance data through the use of portable data loggers and DDC control systems, and using that data to improve operations and reduce energy consumption. Discussions will include current industry practices for energy conservation, utility rate schedules and rebate programs, overview of California Energy Code and LEED Leadership in Energy and Environmental Design, and the U. S. Green Building Council rating system. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 393 Commercial Building Energy Audits and Calculations 3 Units**

*Prerequisite:* MET 392 with a grade of "C" or better  
*Advisory:* MET 391 and MET 396 with a grade of "C" or better or concurrent enrollment in MET 391 and MET 396.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course focuses on the theory, techniques and practices of analyzing all aspects of large commercial building operations and correlating a building envelope's interaction with the mechanical systems. Students will perform a detailed energy audit of a state-of-the-art commercial building design using energy modeling simulation software and develop energy conservation strategies, such as thermal storage, that can be applied to heating, cooling, and ventilating equipment to reduce utility bills. Students will apply supporting analytical data to develop operations and maintenance changes designed to improve energy efficiency and reduce operating cost. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 395 Water Treatment for Heating and Air Conditioning Equipment 3 Units**

*Prerequisite:* MET 381 and 383 with grades of "C" or better  
*Advisory:* MET 391, and MET 396 with a grade of "C" or better or concurrent enrollment in MET 391, and MET 396.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course focuses on basic mechanical system water sides theories of corrosion, scaling, and algae-slime growth-corrosion inhibition, chemicals and feed-bleed-blow down systems; scaling inhibition, chemicals, and feed-blow down systems; algae inhibition and chemicals; testing methods, kits, and instruments; and water quality standards. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 396      Air and Water Balance of      3 Units**  
**Mechanical Equipment**

*Prerequisite:* MET 381, 383, and 384 with grades of "C" or better

*Advisory:* MET 391 and MET 392 with a grade of "C" or better or concurrent enrollment in MET 391 and MET 392.

*Course Transferable to CSU*

*Hours:* 36 hours LEC

This course focuses on air and water flow theory; air and water systems and components; air flow measuring instruments, their calibration, and use; and typical water flow balance work. Components of this course may be offered online. Students may be required to have access to a computer and the Internet and have some familiarity with a computer.

**MET 495      Independent Studies in      1-3 Units**  
**Mechanical-Electrical Technology**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LAB

See Independent Studies

**MET 499      Experimental Offering in      .5-4 Units**  
**Mechanical-Electrical Technology**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 54 hours LAB

See Experimental Offering

# Motorcycle Maintenance Technician

# MTRCL

**Degree:**

A.S. - Motorcycle Maintenance Technician

**Certificate of Achievement:**

Motorcycle Maintenance Technician

**Division of Advanced Technology**

Donnetta Webb, Dean

Technology 106

916-558-2491

## Motorcycle Maintenance Technician

Associate in Science Degree

Certificate of Achievement

**Career Opportunities**

This Motorcycle Maintenance Technician Associate in Science Degree prepares students to enter the motorcycle maintenance field with all of the necessary skills to perform entry-level work as well as to have a thorough understanding of theory so they can participate in advanced training at the dealer or manufacturer.

**Required Program****Units**

MTRCL 100 Introduction to Motorcycles, Motorcycle Design, and Maintenance Theory .....	5
MTRCL 101 Fuel, Lubrication and Cooling.....	3
MTRCL 102 Motorcycle Electrical Systems .....	3
MTRCL 104 Motorcycle Electronics .....	1.5
MTRCL 110 Motorcycle Engine Theory.....	3
MTRCL 120 Motorcycle Exhaust, Frame, Suspension, Tires, Wheels, and Brakes .....	3
MTRCL 130 Motorcycle Engine Overhaul.....	3
MTRCL 140 Motorcycle Tune-Up and General Service.....	3
MTRCL 141 Motorcycle Dyno Operation and Data Acquisition.....	1.5
MTRCL 150 Power Transmission Systems .....	1.5
<b>Total Units Required</b>	<b>27.5</b>

**Suggested Electives**

MTRCL 141; CHEM 330; ET 300, 301; PHYS 310

**Associate in Science (A.S.) Degree**

The Associate in Science degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to reach a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Motorcycle Maintenance (MTRCL)

### MTRCL 100 Introduction to Motorcycles, Motorcycle Design, and Maintenance Theory 5 Units

*Prerequisite: None.*

*Hours: 90 hours LEC*

This course is a prerequisite to all the other courses required for the Career Certificate and/or Associate in Science Degree in Motorcycle Maintenance Technology. This course offers a brief view of the history of motorcycles as well as an in-depth discussion of modern machines. Further, it gives the student an overview of the theory of operation, nomenclature, and design principles involved in modern motorcycle systems maintenance.

### MTRCL 101 Fuel, Lubrication and Cooling 3 Units

*Prerequisite: MTRCL 100 with a grade of "C" or better; or equivalent.*

*Hours: 36 hours LEC; 54 hours LAB*

This course covers the principles, theory of operation, design and function of motorcycle fuel, lubrication, and cooling systems as well as the inspection, disassembly, cleaning, measuring and rebuilding of the components of those systems. Further, the skills of performing preventive maintenance, troubleshooting discrepancies, repairing the faulty system components, and learning how to assist customers in selecting suitable aftermarket parts in both dealer and independent shop settings are taught. Safety glasses, ear protection, and closed-toe leather shoes are required.

### MTRCL 102 Motorcycle Electrical Systems 3 Units

*Prerequisite: MTRCL 100 with a grade of "C" or better; or equivalent.*

*Hours: 36 hours LEC; 54 hours LAB*

This course covers the principles of basic electricity including terms, circuits, wiring diagrams and symbols, magnetism, and both magnetic and chemical reaction methods of providing electrical energy for motorcycles. Various electrical components of generation, regulation, distribution, control, switching, and methods of testing of motorcycle electrical systems will be discussed. Further, ignition systems and how they relate to the engine components will be covered. Safety glasses, ear protection, and closed-toe leather shoes are required.

### MTRCL 104 Motorcycle Electronics 1.5 Units

*Prerequisite: MTRCL 100 with a grade of "C" or better*

*Hours: 18 hours LEC; 27 hours LAB*

This course introduces motorcycle electronics and includes a review of basic electrical terms, motorcycle electrical systems, Ohm's law, and schematics. Further, it covers infrared test equipment, Fluke digital multimeters, oscilloscopes, various sensor designs, and transducers.

**MTRCL 105 Applied Basic Motorcycle Maintenance 3 Units**

*Prerequisite:* None.

*Hours:* 45 hours LEC; 27 hours LAB

This course is an introduction to basic motorcycle service and preventative maintenance; it is not part of the Motorcycle Maintenance Technology programs. It gives the students a comprehensive overview of the history of motorcycles from antiques to modern machines. Students will learn motorcycle maintenance safety procedure, basic theory of the principles of operation of modern motorcycle systems, and practical applications of those principles including basic electricity, battery care, and alternator operation. Upon the successful completion of this course, the students should be able to perform routine maintenance items such as selecting the correct fuels, oils and filters, checking wheel alignment, lubrication methods, and making informed modification decisions. The students will be prepared to perform routine daily and weekly service as well as proper seasonal storage preparation. Safety glasses, ear protection, and closed-toe leather shoes are required.

**MTRCL 110 Motorcycle Engine Theory 3 Units**

*Prerequisite:* MTRCL 100 with a grade of "C" or better; or equivalent.

*Hours:* 36 hours LEC; 54 hours LAB

This course offers a comprehensive view of how four-stroke motorcycle engines work through careful discussion of the theory of operation, technical principles, and engine components involved in converting fuel to motion. This course is also excellent for technical as well as non-technical students who are interested in understanding any modern internal combustion engine. Safety glasses, ear protection, and closed-toe leather shoes are required.

**MTRCL 120 Motorcycle Exhaust, Frame, Suspension, Tires, Wheels, and Brakes 3 Units**

*Prerequisite:* MTRCL 100 with a grade of "C" or better; or equivalent.

*Hours:* 36 hours LEC; 54 hours LAB

This course covers the theory, design, and function of motorcycle exhaust systems; various frame and suspension designs; tires; cast and spoked wheels; and both disk and drum brakes. A student will learn how to perform preventive maintenance, troubleshoot discrepancies, repair the systems, and assist customers in selecting suitable after-market parts in both a dealer and independent shop setting. Safety glasses, ear protection, and closed-toe leather shoes are required.

**MTRCL 121 New Motorcycle Inspection, Assembly, Service, and Detail 3 Units**

*Prerequisite:* None.

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed to provide the students with the knowledge and skills necessary to prepare new motorcycles to be showroom ready. This course is not part of the Motorcycle Certificate Program.

**MTRCL 130 Motorcycle Engine Overhaul 3 Units**

*Prerequisite:* MTRCL 100 with a grade of "C" or better; or equivalent.

*Hours:* 36 hours LEC; 54 hours LAB

This course offers a comprehensive view of the parameters determining the need for overhaul of modern motorcycle engines, the methods and techniques involved and the adjustments and operations check afterwards. Further, it covers the use of overhaul and parts manuals and the logic employed in them. Further, the student should be able to provide advice to the customer about sensible performance modifications. Safety glasses, ear protection, and closed-toe leather shoes are required.

**MTRCL 140 Motorcycle Tune-up and General Service 3 Units**

*Prerequisite:* MTRCL 100 with a grade of "C" or better; or equivalent.

*Hours:* 36 hours LEC; 54 hours LAB

This course covers motorcycle tune-up, general service, ignition and valve adjustment, lubrication, and oil and filter changes as well as the special tools required. Further, it covers service and parts books, micro-fiche and computerized manuals, and the logic employed in them. Students will learn to perform virtually all aspects of scheduled maintenance such as tune-ups, valve adjustment, oil changes, and lubrication service as well as troubleshoot and repair common maintenance discrepancies. Safety glasses, ear protection, and closed-toe leather shoes are required.

**MTRCL 141 Motorcycle Dyno Operation and Data Acquisition 1.5 Units**

*Prerequisite:* MTRCL 100 with a grade of "C" or better; or equivalent.

*Hours:* 18 hours LEC; 27 hours LAB

This is an in-depth course covering motorcycle engine and component theory and function as related to dynamometer operation. Further, it covers using a dyno for data acquisition for successful maintenance discrepancy diagnosis and solution. Various motorcycles will be run on the SCC dyno so students can use the data to trouble-shoot maintenance problems. After the repairs or adjustments, the motorcycles will be run again to measure the results. Safety glasses, ear protection, and closed-toe leather shoes are required. This course may be taken three times for credit providing the make and model of the motorcycle being tested changes.

**MTRCL 150 Power Transmission Systems 1.5 Units**

*Prerequisite:* MTRCL 100 with a grade of "C" or better or equivalent.

*Hours:* 18 hours LEC; 27 hours LAB

This course covers motorcycle power transmission systems from the engine crankshaft through the clutch and transmission and through the final drive system to the rear wheel. Theory of operation including lubrication requirements, gear ratios, design and function of the primary drive, the clutch, the transmission, and the final drive will be covered. Clutches, transmissions, and drive systems will be removed, disassembled, cleaned, inspected, measured, rebuilt, reinstalled, and checked for proper operation. Safety glasses, ear protection, and closed-toe leather shoes are required.

**MTRCL 295 Independent Studies in Motorcycle Maintenance Technician 1-3 Units**

*Prerequisite:* None

*Hours:* 54 hours LEC

See Independent Studies

**MTRCL 299 Experimental Offering in Motorcycle Maintenance Technician .5-4 Units**

*Prerequisite:* None

*Hours:* 36 hours LEC; 54 hours LAB

See Experimental Offerings

# Music MUFHL, MUIVI, MUP, MUSM

## Degrees:

- A.A. - General
- A.A. - Commercial Music, Audio Production Emphasis
- A.A. - Commercial Music, Music Business Management Emphasis
- A.A. - Commercial Music, Performance Emphasis
- A.A. - Commercial Music, Songwriting/Arranging Emphasis

## Division of Humanities and Fine Arts

Chris Iwata, Dean  
 Performing Arts Center 137  
 916-558-2551

## Certificates of Achievement:

- Commercial Music, Audio Production Emphasis
- Commercial Music, Music Business Management Emphasis
- Commercial Music, Performance Emphasis
- Commercial Music, Songwriting/Arranging Emphasis

MUFHL - Music Fundamentals/History and Literature

MUP - Music Performance

MUIVI - Instrumental/Voice Instruction

MUSM - Specializations in Music

## Music, General

### Associate in Arts Degree

#### Program Information

The general music degree provides the foundation for future performers, composers, educators, writers and researchers, and music therapists. Students receive training in instrumental and vocal techniques and performance, music theory, and music history. Students who plan to transfer to a four-year college or university are advised to complete this course of study.

#### Career Opportunities

The Music degree prepares students for careers in music performance, education, composition, conducting, retail music industry, music publishing, and music therapy. The degree also prepares students for further study at a four-year institution.

#### Recommended High School Preparation

Some background in voice or instrument. Ability to read music.

#### Upon completion of this program, the student will be able to:

- demonstrate performance ability on a chosen instrument.
- analyze musical scores and compositions.
- critique personal music performances and those of other musicians.
- analyze 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.

#### Required Program

#### Units

MUFHL 400 Music Theory.....	4
MUFHL 401 Music Theory.....	4
MUFHL 410 Advanced Music Theory.....	4
MUFHL 411 Advanced Music Theory.....	4
MUFHL 310 Survey of Music History and Literature (3).....	3
or MUFHL 481 Survey of Music History and Literature - Honors (3)	
MUFHL 311 Survey of Music History and Literature (3).....	3
or MUFHL 482 Survey of Music History and Literature - Honors (3)	
MUIVI 345 Beginning Piano.....	1-2
MUIVI 346 Beginning Piano.....	1-2

A minimum of 8 units from the following:..... 8

- MUP 315 Orchestra (1-2)
- MUP 325 Jazz Band (1-2)
- MUP 335 Concert Band (1)
- MUP 340 Symphonic Band (2)
- MUP 355 College Choir (1-2)
- MUP 370 Rehearsal and Performance - Musical Ensemble (0.5-3)
- or TA 466 Rehearsal and Performance - Musical Ensemble (0.5-3)
- MUP 402 Vocal Ensemble (1-2)
- MUP 411 Woodwind Ensemble (1-2)
- MUP 413 Percussion Ensemble (1-2)
- MUP 415 String Ensemble (1-2)
- MUP 417 Brass Ensemble (1-2)
- MUP 422 Special Ensemble Participation (0.5-2)
- MUP 424 Commercial Music Ensemble (2)
- MUP 426 World Music Ensemble (1)

A minimum of 4 units from the following:..... 4

- MUIVI 315 Voice Class (1-2)
- MUIVI 325 Voice Class, Intermediate (1-2)
- MUIVI 330 Advanced Voice (1-2)
- MUIVI 410 Applied Music (1)
- MUIVI 441 Brass Instruction (1-2)
- MUIVI 443 String Instruction (1-2)
- MUIVI 445 Woodwind Instruction (1-2)
- MUIVI 447 Percussion Instruction (1-2)
- MUIVI 355 Intermediate Piano (1-2)
- MUIVI 356 Intermediate Piano (1-2)
- MUIVI 357 Intermediate Piano (1-2)
- MUIVI 358 Intermediate Piano (1-2)
- MUIVI 370 Beginning Guitar (2)
- MUIVI 371 Intermediate Guitar (2)
- MUIVI 375 Popular Electric Guitar Styles (1)
- MUIVI 373 Popular Electric Bass Styles (1)
- MUIVI 405 Jazz & Pop Styles on Drum Set (1)

#### Total Units Required

36-38

#### Associate in Arts (A.A.) Degree

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to reach a 60-unit total. See SCC graduation requirements.

**Transfer Students**

In addition to the information above, students should consult the Requirements of Transfer Institutions section in this catalog and the music or related major sections of the specific catalog for the institution to which they wish to transfer, to determine entrance, general graduation, and major requirements. Consultation with SCC music staff and an SCC counselor is strongly recommended.

**Recommended Course Sequence****First Semester**

	<b>Units</b>
MUFHL 400 Music Theory .....	4
Performance Group.....	1-2
Applied Music.....	1-2
Social Science.....	3
Language/Rationality.....	3
MUIVI 345 Beginning Piano.....	1-2
Electives 0-2	

**15-18**

Students also must meet competencies in reading, writing, and mathematics. Check with your SCC counselor for requirements.

Students without keyboard proficiency must take MUIVI 345 and MUIVI 346 during this semester.

**Second Semester**

	<b>Units</b>
MUFHL 401 Music Theory .....	4
Performance Group.....	1-2
Applied Music.....	1-2
Social Science.....	3
Language/Rationality.....	3
MUIVI 346 Beginning Piano.....	1-2
Electives 0-2	

**15-18**

Students without keyboard proficiency must take MUIVI 346 during this semester.

**Third Semester**

	<b>Units</b>
MUFHL 410 Advanced Music Theory.....	4
MUFHL 310 Survey of Music History and Literature (3) .....	3
or MUFHL 481 Survey of Music History and Literature Honors (3)	
Performance Group.....	1-2
Applied Music.....	1-2
Natural Science .....	3
Electives 1-3	

**13-17****Fourth Semester**

	<b>Units</b>
MUFHL 411 Advanced Music Theory.....	4
MUFHL 311 Survey of Music History and Literature (3) .....	3
or MUFHL 482 Survey of Music History and Literature Honors (3)	
Performance Group.....	1-2
Applied Music.....	1-2
Living Skills.....	1-3

**10-14****Commercial Music**

The Commercial Music option includes four areas of emphasis for career preparation. They are Audio Production, Music Business Management, Performance, and Songwriting/Arranging.

**Audio Production Emphasis**

**Associate in Arts Degree  
Certificate of Achievement**

**Program Information**

This program is designed as introductory preparation for employment as in audio engineering. Courses in the theory and practice of recording techniques are offered to give students a well-rounded foundation to begin work and/or to pursue a four-year degree.

**Career Opportunities**

The Commercial Music, Audio Production A.A. Degree program provides students with training toward career paths as audio engineers in professional recording studios, multi-media, and post-production audio specialists in corporate audio-visual departments, and as owner/engineers in smaller demo production studios.

**Upon completion of this program, the student will be able to:**

- demonstrate a basic knowledge of music recording equipment, and various music recording workflows.
- demonstrate a basic understanding of the processes involved in recording music groups in the semi-professional or home recording studio.
- demonstrate knowledge and understanding of the skills needed to conduct a professional music recording session.
- demonstrate the ability to properly use the equipment found in recording studios to achieve successful outcomes to a variety of activities common to the music recording workflow.
- demonstrate the ability to successfully complete projects in music mixing and audio post-production using both analog and digital platforms.

**Required Program**

	<b>Units</b>
MUFHL 320 Exploring Music .....	3
MUFHL 309 Introduction to American Popular Music.....	3
MUSM 110 The Business of Music .....	3
MUSM 342 Recording Studio Techniques .....	3
MUSM 344 Recording Studio Techniques .....	3
[MUSM 351 Analog Recording Consoles and Tape Machines (1.5).....	3
and MUSM 355 Advanced Microphone Techniques and Analog Session Outboard Gear (1.5) ]	
or MUSM 350 Recording Studio Techniques (3)	
MUSM 354 Recording Sessions Workshop .....	1.5
MUSM 354 Recording Sessions Workshop .....	1.5
MUSM 356 Pro Tools 101, Introduction to Pro Tools.....	1.5
MUSM 357 Pro Tools 110 Intermediate Pro Tools.....	1.5
MUSM 362 Studio Mixdown Techniques .....	1.5
MUSM 366 Pro Tools 201, Advanced Pro Tools .....	1.5
MUSM 367 Audio for Video Post Production.....	1.5



A minimum of 5.5 units from the following:..... 5.5

- MUIVI 345 Beginning Piano (1-2)
- MUIVI 300 Beginning Instruments (1-2)
- MUFHL 305 Music Appreciation (3)
- MUFHL 310 Survey of Music History and Literature (3)  
or MUFHL 481 Survey of Music History and Literature Honors (3)
- MUFHL 311 Survey of Music History and Literature (3)  
or MUFHL 482 Survey of Music History and Literature Honors (3)
- MUFHL 315 Jazz History (3)
- MUFHL 330 World Music (3)
- MUSM 340 Introduction To Desktop Audio (1)
- MUSM 330 Introduction to MIDI: Musical Instrument Digital Interface (2.5)
- MUSM 331 Intermediate MIDI: Musical Instrument Digital Interface (2.5)
- MUSM 354 Recording Sessions Workshop (1.5)
- MUSM 354 Recording Sessions Workshop (1.5)
- ET 300 DC Theory and Circuit Fundamentals (2.5)
- ET 301 AC Theory and Circuit Fundamentals (2.5)
- ET 320 Semiconductor Theory (5)

**Total Units Required** **34**

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained upon completion of required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Music Business Management Emphasis**

**Associate in Arts Degree**  
**Certificate of Achievement**

**Program Information**

This program is designed to prepare students for entry level positions in the music industry in the areas of artist management, music publishing, talent agencies, concert promotion, and music distribution and retail; also for students to effectively manage and organize self-produced music projects.

**Career Opportunities**

Artist management and representation, independent recording labels, music publishing and licensing, music legal services, music publicity and public relations, concert promotion, music retail and distribution; self-management, artist-owned recording labels, and "do-it-yourself" music pursuits.

**Upon completion of this program, the student will be able to:**

- understand the structure and recent history of the U.S. music industry.
- demonstrate an understanding of key music industry concepts including copyright, music publishing, ownership and licensing of works, First Use, Fair Use, and Public Domain.
- demonstrate knowledge of legal, accounting, and managerial practices including recording artist agreements, recoupment, royalties, advances, licensing, artist management, and representation.
- enumerate, explain and objectively evaluate methods of music promotion including publicity, distribution, touring, downloads, licensing, and "do-it-yourself" techniques.
- create and/or generate outlines, schedules, budgets, and promotional materials used in music management, marketing, and business relations.
- analyze and interpret the effects of technology on legal, artistic, and financial aspects of the music industry.

<b>Required Program</b>	<b>Units</b>
MUFHL 309 Introduction to American Popular Music .....	3
MUSM 110 The Business of Music .....	3
MUSM 115 The Development and Management of an Independent Record Label .....	3
MUSM 116 Legal Aspects Of The Music Industry .....	3
BUS 300 Introduction to Business.....	3
MGMT 304 Introduction to Management Functions.....	3

A minimum of 12 units from the following: ..... 12

Select at least one course from each group.

Business Management: ACCT 101, CISA 305, CISA 340, GCOM 310, MGMT 308, TA 440

Retail Marketing: MKT 300, MKT 310, MKT 314

Communication Skills: COMM 302, COMM 343, MGMT 372, PSYC 358

**Total Units Required** **30**

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained upon completion of required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Performance Emphasis**

**Associate in Arts Degree**  
**Certificate of Achievement**

**Program Information**

This program is designed to prepare students to perform in the styles of popular music most often heard on radio, television, and live concert venues.

**Career Opportunities**

This program is for the student interested in being a performer of various styles of popular music - live and recorded.

**Upon completion of this program, the student will be able to:**

- demonstrate performance ability on a chosen instrument(s).
- demonstrate knowledge of contemporary musical styles.
- demonstrate basic knowledge of the audio recording process.
- participate in a audio recording session as a performer.
- demonstrate basic improvisational techniques.
- design and implement a practice routine for maintaining and improving performance skills.

<b>Required Program</b>	<b>Units</b>
MUFHL 320 Exploring Music .....	3
MUFHL 309 Introduction to American Popular Music.....	3
MUIVI 345 Beginning Piano .....	1-2
MUFHL 400 Music Theory.....	4
MUFHL 401 Music Theory.....	4
MUSM 110 The Business of Music .....	3
MUSM 330 Introduction to MIDI: .....	2.5
Musical Instrument Digital Interface	
MUSM 331 Intermediate MIDI: .....	2.5
Musical Instrument Digital Interface	
MUSM 342 Recording Studio Techniques .....	3
MUIVI 410 Applied Music .....	1
MUIVI 380 Improvisation Workshop .....	2

A minimum of 1 unit from the following: ..... 1  
 MUP 315 Orchestra (1-2)  
 MUP 325 Jazz Band (1-2)  
 MUP 335 Concert Band (1)  
 MUP 340 Symphonic Band (2)  
 MUP 355 College Choir (1-2)  
 MUP 402 Vocal Ensemble (1-2)  
 MUP 424 Commercial Music Ensemble (2)

A minimum of 5 units from the following:..... 5  
 MUFHL 321 Basic Musicianship (3)  
 MUFHL 410, Advanced Music Theory (4)  
 MUFHL 411 Advanced Music Theory (4)  
 MUFHL 430 Commercial Harmony and Arranging (2)  
 MUFHL 431 Commercial Harmony and Arranging (2)  
 MUFHL 310 Survey of Music History and Literature (3)  
 or MUFHL 481 Survey of Music History and Literature Honors (3)  
 MUFHL 311 Survey of Music History and Literature (3)  
 or MUFHL 482 Survey of Music History and Literature Honors (3)  
 MUSM 344 Recording Studio Techniques (3)  
 MUSM 350 Recording Studio Techniques (3)  
 MUSM 320 Contemporary Songwriting (3)  
 MUSM 321 Contemporary Songwriting (3)  
 MUIVI 315 Voice Class (1-2)  
 MUIVI 325 Voice Class, Intermediate (1-2)  
 MUIVI 330 Advanced Voice (1-2)  
 MUIVI 355 Intermediate Piano (1-2)  
 MUIVI 356 Intermediate Piano (1-2)  
 MUIVI 365 Popular Piano Styles (1-2)

**Total Units Required** **35-36**

#### Associate in Arts (A.A.) Degree

The Associate in Arts degree may be obtained upon completion of required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Songwriting/Arranging Emphasis

### Associate in Arts Degree

#### Certificate of Achievement

#### Program Information

This program is designed to prepare students for free-lance employment in song-publishing, submission of songs to major recording artists, composition of jingles for advertising agencies, arranging music for schools and churches, and song demo production using MIDI techniques.

#### Career Opportunities

This program is for the student who is interested in being a freelance songwriter and arranger for commercial groups, advertising, schools, and churches.

#### Upon completion of this program, the student will be able to:

- compose music and words for songs found in contemporary commercial styles.
- create arrangements of songs for small ensembles.
- record basic audio and MIDI tracks for demo purposes.
- demonstrate basic knowledge concerning music contracts, copyrights, and royalties.
- demonstrate basic knowledge of contemporary music markets.

## Required Program

## Units

MUFHL 320 Exploring Music ..... 3  
 MUFHL 309 Introduction to American Popular Music ..... 3  
 MUFHL 400 Music Theory ..... 4  
 MUFHL 401 Music Theory ..... 4  
 MUIVI 345 Beginning Piano ..... 1-2  
 MUSM 110 The Business of Music ..... 3  
 MUSM 320 Contemporary Songwriting ..... 3  
 MUSM 321 Advanced Songwriting ..... 3  
 MUSM 330 Introduction to MIDI: Musical Instrument  
 Digital Interface ..... 2.5  
 MUSM 331 Intermediate MIDI: Musical Instrument  
 Digital Interface ..... 2.5  
 MUSM 342 Recording Studio Techniques ..... 3

A minimum of 5 units from the following: ..... 5  
 MUFHL 321 Basic Musicianship (3)  
 MUFHL 410 Advanced Music Theory Emphasis (4)  
 MUFHL 411 Advanced Music Theory (4)  
 MUFHL 430 Commercial Harmony and Arranging (2)  
 MUFHL 431 Commercial Harmony and Arranging (2)  
 MUSM 344 Recording Studio Techniques (3)  
 MUSM 350 Recording Studio Techniques (3)  
 MUP 424 Commercial Music Ensemble (2)  
 MUFHL 315 Jazz History (3)  
 MUFHL 305 Music Appreciation (3)  
 MUFHL 310 Survey of Music History and Literature (3)  
 or MUFHL 481 Survey of Music History and Literature Honors (3)  
 MUFHL 311 Survey of Music History and Literature (3)  
 or MUFHL 482 Survey of Music History and Literature Honors (3)  
 ENGCW 400 Creative Writing (3)  
 ENGLT 303 Introduction to the Short Story (3)

**Total Units Required** **37-38**

#### Associate in Arts (A.A.) Degree

The Associate in Arts degree may be obtained upon completion of required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Music Fundamentals, History & Lit (MUFHL)

### MUFHL 305 Music Appreciation

**3 Units**

*Prerequisite: None.*

*Advisory: MUFHL 305; ENGWR 101 or ESLW 320 with a grade of "C" or better*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Enrollment Limitation: Students enrolled in online courses must be able to use online computer technology to listen to sound files in specific formats, which are part of the course.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an introduction to classical music style and composers. It includes a study of the basic elements of music (melody, harmony, form, etc.) and musical instruments, a historical survey of classical music, and some techniques for listening and enjoying music. No previous musical experience is required.

**MUFHL 309 Introduction to American Popular Music 3 Units**

*Prerequisite:* None.

*Advisory:* MUFHL 309; ENGWR 101 or ESLW 320 with a grade of "C" or better

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to the history of popular music in America and the diversity of current styles including classic rock, hard rock, country, jazz, R & B, blues, Latin, rap, reggae, alternative, folk, techno, and others. The emphasis of the course is on listening to music. The course also explores the relationship of popular music to society and other media art forms such as music videos and film.

**MUFHL 310 Survey of Music History and Literature 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a historical survey of Western classical music from Greek antiquity through the Baroque period (c.1750). Students use listening exercises and readings to study the development of classical music in historical and cultural contexts. Students study the aesthetic principles and values of various eras to develop their own musical and artistic judgments. This course is required for General Music Majors.

**MUFHL 311 Survey of Music History and Literature 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a historical survey of Western classical music from the 18th Century Enlightenment through modern times. Students use listening exercises and readings to study the development of classical music in historical and cultural contexts. Students study the aesthetic principles and values of various eras to develop their own musical and artistic judgments. This course is required for General Music Majors.

**MUFHL 315 Jazz History 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Enrollment Limitation:* Students enrolled in online courses must be able to use online computer technology to listen to sound files in specific formats, which are part of the course.

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course introduces students to the rich history of jazz and related styles including blues, Dixieland, big band, bebop, cool jazz, jazz-rock fusion, avant-garde, popular jazz, Latin jazz, and many others. The emphasis of the course is on listening to music. The course also explores past and current trends in the relationship of jazz to popular styles such as Rhythm and Blues, hip-hop, alternative, and others. Current and historical cultural influences from African-, European- and Latin-American sources and their effect on jazz styles are identified and compared.

**MUFHL 320 Exploring Music 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A  
*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to the basics of music reading and understanding. Students learn to read rhythms and pitches, to write and play scales and chords, and to analyze and write small song forms. Through analytical and creative assignments, students will also examine historical and cultural perspectives to gain an aesthetic appreciation of this art form. This course is recommended as a general humanities class to those students majoring in audio-engineering and to those music majors who have not had sufficient preparation for MUFHL 400. This course is also recommended for those students interested in teaching children and those registered in beginning instrumental or voice classes.

**MUFHL 321 Basic Musicianship 3 Units**

*Prerequisite:* MUFHL 320 with a grade of "C" or better

*Enrollment Limitation:* Ability to play an instrument

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course concentrates on reading music for any instrument, sight singing, ear training, and rhythmic reading. It is recommended for all students wishing to improve music reading skills.

**MUFHL 330 World Music 3 Units**

*Prerequisite:* ENGWR 51 with a grade of "C" or better; or placement through the assessment process.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to traditional folk, dance, devotional, and popular music from around the world. The emphasis of the course is on listening to music. Music of Africa, Asia and Pacific, Caribbean, Latin and North America, Europe, India, and the Middle East will be compared. Concepts of ethnicity, ethnocentrism, racism, ageism, class differences, and gender issues will be addressed. Occasional live performances by guest artists will be presented in class.

**MUFHL 400 Music Theory 4 Units**

*Prerequisite:* None.

*Advisory:* MUIVI 345; Students should have some ability to play a musical instrument and read music. Concurrent enrollment in MUIVI 345 is recommended if the student has had no piano study.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC; 18 hours LAB

This course is an introduction to music theory and its applications to classical and commercial music. Students will develop skills in musical analysis, keyboard harmony, dictation, and sight-singing. Short creative assignments will also be included.

**MUFHL 401 Music Theory 4 Units**

*Prerequisite:* MUFHL 400 with a grade of "C" or better

*General Education:* CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC; 18 hours LAB

This course is a study of intermediate level harmony (triads, seventh chords, secondary dominants, and modulation), part writing, and small forms in classical and commercial music. It includes the continued development of keyboard, dictation, and sight-singing skills. Short composition assignments are also included.

**MUFHL 410 Advanced Music Theory 4 Units**

*Prerequisite:* MUFHL 401 with a grade of "C" or better  
*General Education:* CSU Area C1; IGETC Area 3A  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC; 18 hours LAB

This course is a study of advanced level, chromatic harmony (secondary dominants and leading tone sevenths, borrowed, Neapolitan, and augmented 6th chords), and small instrumental and vocal forms in classical and commercial styles. It includes the continued development of keyboard, dictation, and sight-singing skills. Short composition assignments are also included.

**MUFHL 411 Advanced Music Theory 4 Units**

*Prerequisite:* MUFHL 410 with a grade of "C" or better  
*General Education:* CSU Area C1; IGETC Area 3A  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC; 18 hours LAB

This course is a study of more advanced chromatic harmony, extended harmonic structures, and modern techniques such as quartal harmony and synthetic scales. It includes the continued development of keyboard, dictation, and sight-singing skills. Short composition assignments are also included.

**MUFHL 430 Commercial Harmony and Arranging 2 Units**

*Prerequisite:* None.  
*Advisory:* MUFHL 401 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC

This course introduces students to the study and application of practical harmony and arranging, using a variety of commercial styles such as jazz, rock, salsa, pop and fusion.

**MUFHL 431 Commercial Harmony and Arranging 2 Units**

*Prerequisite:* MUFHL 430 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC

This course provides students with a more advanced capability in practical harmony and arranging using a variety of commercial styles such as pop, jazz, rock, salsa, and fusion.

**MUFHL 481 Survey of Music History and Literature - Honors 3 Units**

*Prerequisite:* None.  
*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A  
*Enrollment Limitation:* Eligibility for the Honors Program  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is a survey of Western classical music from the time of Greek antiquity through the Baroque period (ca. 1750). Students use listening exercises, source readings, and group projects to study the development of classical music in historical and cultural contexts. Students study the aesthetic principles and values from various eras to develop their own musical and artistic judgments. This course meets the music history (MUFHL 310) requirement for music majors. This honors section leads the student through an intensive and scholarly approach to the subject matter in a seminar environment and uses an intensive instructional methodology designed to challenge motivated students.

**MUFHL 482 Survey of Music History and Literature - Honors 3 Units**

*Prerequisite:* None.  
*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A  
*Enrollment Limitation:* Eligibility for the Honors Program.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is a survey of Western classical music from the time of 18th century Enlightenment to the present. Students use listening exercises, source readings and group projects to study the development of classical music in historical and cultural contexts. Students study the aesthetic principles and values from various eras to develop their own musical and artistic judgments. This course meets the music history requirement (MUFHL 311) for music majors. This honors section leads the student through an intensive and scholarly approach to the subject matter in a seminar environment and uses an intensive instructional methodology designed to challenge motivated students.

**MUFHL 495 Independent Studies in Music Fundamentals/History and Literature 1-3 Units**

*Prerequisite:* None.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LAB

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Music Fundamentals, History, and Literature offers students a chance to do research that is more typical of students in advanced music theory and history courses. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**MUFHL 499 Experimental Offering in Music Fundamentals/History and Literature .5-4 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC; 36 hours LAB

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Music Instrumental/Voice Instruction (MUIVI)

**MUIVI 300 Beginning Instruments 1-2 Units**

*Prerequisite:* None.  
*Course Transferable to UC/CSU*  
*Hours:* 18 hours LEC; 54 hours LAB

This is a beginning-level course for students who wish to study brass, woodwind, string, and/or percussion instruments. Topics of study include technique, repertoire, instrument care and maintenance, and performance. A minimum of two and one-quarter hours a week practice in the music lab is required for the two-unit option. This course may be taken four times for credit provided a different level is taken each time.

**MUIVI 315 Voice Class 1-2 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 51 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is a study of the fundamentals of voice production. Stage presence is observed and practiced in performance of solos by class members. A minimum of two and one-quarter hours per week practice in the music lab is required for the two-unit option. This course may be taken two times for credit provided a different level is taken each time.

**MUIVI 325 Voice Class, Intermediate 1-2 Units**

*Prerequisite:* MUIVI 315 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

Students study and perform vocal exercises and analyze vocal music literature for the development of efficient singing techniques. Performance of vocal music is emphasized. A minimum of two and one-quarter hours per week practice in the music lab is required for the two-unit option. This course may be taken two times for credit provided a different level is taken each time.

**MUIVI 330 Advanced Voice 1-2 Units**

*Prerequisite:* MUIVI 325 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course focuses on the development of the voice and vocal repertoire for advanced vocal students. The music literature includes classical, sacred songs, musical theater, pop, or jazz. All students will perform as soloists in class and in vocal recitals open to the public. A minimum of two and one-quarter hours per week practice in the music lab is required for the two-unit option. This course may be taken four times for credit provided a different level is taken each time.

**MUIVI 345 Beginning Piano 1-2 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of C or better.

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is an introduction to basic piano playing and it is required for all general and commercial music majors. The course prepares the transferring student for a piano placement examination. A minimum of two hours a week outside practice is required for the two-unit option.

**MUIVI 346 Beginning Piano 1-2 Units**

*Prerequisite:* MUIVI 345 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is a continuation of MUIVI 345. The course prepares the transferring student for a piano placement examination. A minimum of two hours a week outside practice is required for the two-unit option.

**MUIVI 355 Intermediate Piano 1-2 Units**

*Prerequisite:* MUIVI 346 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is an intermediate study of piano designed for both the general and commercial music major and non-music major. Training includes technique and repertoire for those students who have acquired a basic knowledge of playing and reading music written for the piano. A minimum of two hours a week outside practice is required for the two-unit option.

**MUIVI 356 Intermediate Piano 1-2 Units**

*Prerequisite:* MUIVI 355 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is a continuation of MUIVI 355. It is an intermediate study of piano designed for both the general and commercial music major and non-music major. Training includes technique and repertoire for those students who have acquired a basic knowledge of playing and reading music written for the piano. A minimum of two hours a week outside practice is required for the two-unit option.

**MUIVI 357 Intermediate Piano 1-2 Units**

*Prerequisite:* MUIVI 356 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is an intermediate study of piano, a continuation of the work begun in MUIVI 356, designed for both the music and non-music major. Training includes technique and repertoire for those students who have acquired a basic knowledge of the piano. A minimum of two hours a week outside practice is required for the two-unit option.

**MUIVI 358 Intermediate Piano 1-2 Units**

*Prerequisite:* MUIVI 357 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This course is an intermediate study of piano, a continuation of the work begun in MUIVI 357, designed for both the music and non-music major. Training includes technique and repertoire for those students who have acquired a basic knowledge of the piano. A minimum of two hours a week outside practice is required for the two-unit option.

**MUIVI 365 Popular Piano Styles 1-2 Units**

*Prerequisite:* MUIVI 355 with a grade of "C" or better or by demonstrating equivalent skills.

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This is an intermediate level course in popular piano styles and techniques. Students will learn how to harmonize, solo, improvise, and accompany others in blues, rock, jazz, country, R & B, and Latin styles. A minimum of 1.5 hours a week in the music learning lab is needed for the two-unit option.

**MUIVI 366 Popular Piano Styles 1-2 Units**

*Prerequisite:* MUIVI 365 with a grade of "C" or better; or by demonstrating equivalent skills

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This is an intermediate level course in popular piano styles and techniques. Students will continue to learn how to harmonize, solo, improvise, and accompany others in blues, rock, jazz, country, R & B, and Latin styles. A minimum of two hours a week in the music learning lab is needed for the two-unit option.

**MUIVI 367 Popular Piano Styles 1-2 Units**

*Prerequisite:* MUIVI 366 with a grade of "C" or better; or by demonstrating equivalent skills

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This is an intermediate/advanced level course in popular piano styles and techniques. Students will learn new ways to harmonize, solo, improvise, and accompany others in blues, rock, jazz, country, R & B, and Latin styles. A minimum of 1.5 hours a week in the music learning lab is needed for the two-unit option.

**MUIVI 368 Popular Piano Styles 1-2 Units**

*Prerequisite:* MUIVI 367 with a grade of "C" or better; or by demonstrating equivalent skills

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 54 hours LAB

This is an intermediate/advanced level course in popular piano styles and techniques. Students will learn new ways to harmonize, solo, improvise, and accompany others in blues, rock, jazz, country, R & B, and Latin styles, as well as modern pop styles. A minimum of 1.5 hours a week in the music learning lab is needed for the two-unit option.

**MUIVI 370 Beginning Guitar 2 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 18 hours LAB

This is a beginning-level course designed to familiarize students with the techniques and repertoire of the guitar. Students learn to play the instrument through the use of technical exercises and reading music notation. Simple chord progressions with both strumming and finger-style techniques will be covered. This course may be taken two times for credit provided that a different level is taken each time.

**MUIVI 371 Intermediate Guitar 2 Units**

*Prerequisite:* MUIVI 370 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 18 hours LAB

This course is designed to increase repertoire, develop technical skills, and improve sight-reading ability. In addition, ensemble playing will be emphasized and fingerboard theory and harmony will be explored. This course may be taken four times for credit once at each level.

**MUIVI 373 Popular Electric Bass Styles 1 Unit**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course is an introduction to the elements of contemporary electric bass styles, including swing, blues, funk, and Latin. This course may be taken four times for credit once at each level.

**MUIVI 375 Popular Electric Guitar Styles 1 Unit**

*Prerequisite:* None.

*Advisory:* MUIVI 370; MUIVI 370 with a grade of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course introduces electric guitar techniques in several popular music styles: rock, blues, funk, jazz, country, and fusion. Both lead and rhythm guitar skills will be developed with an emphasis on improvisation and fingerboard harmony. This course may be taken four times for credit once at each level.

**MUIVI 376 Popular Electric Guitar and Bass Practice Lab 1 Unit**

*Prerequisite:* MUIVI 373 or 375 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course is for students who have successfully completed MUIVI 373 or MUIVI 375 and who want to continue with their instrumental studies. This course offers students additional methods of practicing electric guitar and bass techniques in several popular music styles: rock, blues, funk, jazz, country, and fusion. Both lead and rhythm guitar and bass skills will be developed with an emphasis on improvisation and fingerboard harmony. This course may be taken four times for credit.

**MUIVI 380 Improvisation Workshop 2 Units**

*Prerequisite:* None.

*General Education:* CSU Area C1

*Enrollment Limitation:* Ability to play a musical instrument.

*Course Transferable to UC/CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course is designed to give students an introduction to improvising in a variety of styles. Students will learn about basic scale and chord materials and song forms needed to improvise. Students will gain practical experience playing with others.

**MUIVI 381 Improvisation Workshop 2 Units**

*Prerequisite:* MUIVI 380 with a grade of "C" or better

*General Education:* CSU Area C1

*Course Transferable to UC/CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course continues work started in MUIVI 380. Students will learn about intermediate-level scale and chord materials and song forms needed to improvise. Students will gain practical experience playing with others.

**MUIVI 382 Improvisation Workshop 2 Units**

*Prerequisite:* MUIVI 381 with a grade of "C" or better

*General Education:* CSU Area C1

*Course Transferable to UC/CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course is a more advanced study of improvisational techniques. Students will learn about more complex scale and chord materials and song forms needed to improvise and will gain practical experience playing with others.

**MUIVI 383 Improvisation Workshop 2 Units**

*Prerequisite:* MUIVI 382 with a grade of "C" or better

*General Education:* CSU Area C1

*Course Transferable to UC/CSU*

*Hours:* 27 hours LEC; 27 hours LAB

This course is an advanced study of improvisational techniques. Students will learn about complex scale and chord materials and song forms needed to improvise and will gain practical experience playing with others.

**MUIVI 405 Jazz & Pop Styles on Drum Set 1 Unit**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC; 18 hours LAB

This course offers students methods of practicing drum set skills and various jazz and pop styles: rock, jazz, fusion, soul, Rhythm and Blues, Latin, Brazilian, Reggae, and African. Big band jazz styles are included. This course may be taken four times for credit once at each level.

**MUIVI 410 Applied Music 1 Unit**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC

This course involves off-campus instrumental or vocal study requiring a minimum of one-half hour per week of individual study with a private instructor (at student expense) for the duration of the semester. This course meets one hour per week on campus for students to practice performing and to discuss topics related to performance. This course may be taken four times for credit, once at each level.

**MUIVI 441 Brass Instruction 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play a brass instrument based on the instructor's evaluation.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is for brass players at the beginning and intermediate levels. Students will be placed on individualized instructional plans with assignments appropriate to their level of ability. A minimum of two and one-quarter hours a week practice in the music lab is required for the two-unit option. This course may be taken for credit four times provided that a different level is taken each time.

**MUIVI 443 String Instruction 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play a string instrument (violin, viola, cello, or double-bass), based on the instructor's evaluation*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is for string players at the beginning and intermediate levels. Students will be placed on individualized instructional plans with assignments appropriate to their level of ability. A minimum of two and one-quarter hours a week practice in the music lab is required for the two-unit option. This course may be taken for credit four times provided that a different level is taken each time.

**MUIVI 445 Woodwind Instruction 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play a woodwind instrument (flute, oboe, clarinet, bassoon, or saxophone), based on the instructor's evaluation.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is for woodwind players at the beginning and intermediate levels. Students will be placed on individualized instructional plans with assignments appropriate to their level of ability. A minimum of two and one-quarter hours a week practice in the music lab is required for the two-unit option. This course may be taken for credit four times provided that a different level is taken each time.

**MUIVI 447 Percussion Instruction 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play percussion instruments, based on the instructor's evaluation*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is for percussion players at the beginning and intermediate levels. Students will be placed on individualized instructional plans with assignments appropriate to their level of ability. A minimum of two and one-quarter hours a week practice in the music lab is required for the two-unit option. This course may be taken for credit four times provided that a different level is taken each time.

**MUIVI 450 Popular Fiddle and Mandolin Instruction 1 Unit**

*Prerequisite: None.*

*Enrollment Limitation: The ability to play the fiddle or mandolin at the intermediate level.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 18 hours LAB*

This course explores various popular fiddle and mandolin techniques and styles in the U.S. and around the world. It gives an historical overview of old-timey, blues, bluegrass, jazz, country, and rock approaches and techniques. The course also introduces various traditional ethnic styles and explores the adaptation of these styles to the modern popular commercial music scene. Both back-up and solo approaches to playing will be covered. This course will work with treble melody-chord charts of moderate difficulty. This course may be taken four times for credit provided that a different level is taken each time.

**MUIVI 452 World Drumming 1 Unit**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 18 hours LAB*

This course explores drumming techniques and styles of various cultures around the world. The course also explores the adaptation of these styles to the modern popular commercial music scene. This course may be taken four times for credit provided that a different level is taken each time.

**MUIVI 454 Indian Classical Fusion Improvisation 1 Unit**

*Prerequisite: None.*

*Enrollment Limitation: Ability to sing or to play any musical instrument.*

*Students must provide their own musical instruments.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 18 hours LAB*

This course is the study and performance of the two elements of Indian classical music: Raga (melody) and Tala (Rhythm). Students learn to use these elements to improvise and compose music in this tradition. Students learn about Raga permutation possibilities and playing in various talas (rhythmic cycles) such as: 10, 4 3/4, 9 1/4 beats. Students develop a sense of melodic freedom without having harmonic restrictions and explore many rhythmic possibilities found in Indian classical music. Students learn to synthesize Indian and Western roots to create new musical systems.

**MUIVI 495 Independent Studies in Music Instrumental/Voice Instruction 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Instrumental or Vocal music offers students a chance to do research that is more typical of students in advanced instrumental or voice courses. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**MUIVI 499 Experimental Offering in Music .5-4 Units  
Instrumental/Voice Instruction**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**Music Performance (MUP)****MUP 315 Orchestra 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play an instrument commonly found in an orchestra and read musical notation.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the study and performance of orchestral repertoire. It is open to those who play orchestral instruments. It fulfills the requirements for all music majors. Students need not be music majors to enroll in this course. This course may be taken four times for credit provided a different level is taken each time.

**MUP 325 Jazz Band 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play an instrument commonly found in jazz bands*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the rehearsal and performance of jazz band arrangements in a wide variety of styles, such as swing, fusion, Latin, and funk. It fulfills the requirements for all music majors. Students need not be music majors to enroll in this course. This course may be taken four times for credit provided a different level is taken each time.

**MUP 326 Advanced Jazz Band 2 Units**

*Prerequisite: MUP 325 with a grade of "C" or better*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes a continued, and more advanced experience in the rehearsal and performance of jazz band arrangements in a wide variety of styles, such as swing, fusion, Latin, and funk. It fulfills the requirements for all music majors. Students need not be music majors to enroll in this course. This course may be taken four times for credit provided a different level is taken each time.

**MUP 335 Concert Band 1 Unit**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play an instrument commonly found in a concert band and read musical notation*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

Students study and perform concert band literature covering a wide variety of styles, including classical, popular, Broadway, and jazz. Instructional assistants, with specialties in brass, woodwinds, and percussion, are available weekly during rehearsal for coaching. Students need not be music majors to enroll in this course. This course is open to all students who play a band instrument and it may be taken four times for credit.

**MUP 340 Symphonic Band 2 Units**

*Prerequisite: None.*

*General Education: CSU Area C1*

*Enrollment Limitation: Ability to play an instrument commonly found in a symphonic band and read musical notation*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is the study and performance of symphonic literature in a wide variety of styles. This course fulfills the requirements for all music majors. Students need not be music majors to enroll in this course. This course may be taken four times for credit provided a different level is taken each time.

**MUP 355 College Choir 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Students should have some choral experience and/or ability to read music notation. Students must be able to sing on pitch. These abilities would be evaluated by the instructor.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the rehearsal and performance of choral music covering a wide variety of styles. This course is open to all qualified students. This course may be taken four times for credit provided a different topic is taken each time.

**MUP 370 Rehearsal and Performance - Musical Ensemble .5-3 Units**

*Same As: TA 466*

*Prerequisite: None.*

*Enrollment Limitation: Students are selected through auditions as singers and instrumentalists.*

*Course Transferable to UC/CSU*

*Hours: 162 hours LAB*

This course is open to students performing in theatrical musical productions. It provides a workshop training experience in the preparation and performance of musical literature. Students are selected through audition as singers and instrumentalists. The course requires 27 hours of laboratory for each half-unit of credit. This course is cross-listed with TA 466. This course may be taken four times for a maximum of 12 units. Units may be earned from both MUP 370 and TA 466 for a maximum of 12 units.

**MUP 402 Vocal Ensemble 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Students should have some choral experience and/or ability to read music notation. Students must be able to sing on pitch. These abilities would be evaluated by the instructor.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the rehearsal and performance of vocal ensemble music covering a wide variety of styles. The course may be taken four times for credit provided a different level is taken each time.

**MUP 411 Woodwind Ensemble 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play a woodwind instrument, to be evaluated by the instructor*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the rehearsal and performance of ensemble music for woodwinds. The course may be taken four times for credit provided that a different level is taken each time.



**MUP 413 Percussion Ensemble 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play percussion instruments*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the rehearsal and performance of ensemble music for percussion. The course may be taken four times for credit provided a different level is taken each time.

**MUP 415 String Ensemble 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play a string instrument*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course offers coaching in the study and performance of music for guitar and/or orchestral string ensembles. The course may be taken four times for credit provided that a different level is taken each time.

**MUP 417 Brass Ensemble 1-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play a brass instrument*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the rehearsal and performance of ensemble music for brass. The course may be taken four times for credit provided that a different level is taken each time.

**MUP 422 Special Ensemble Participation .5-2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play a musical instrument*

*Course Transferable to UC/CSU*

*Hours: 108 hours LAB*

This course is open to all students who sing or play musical instruments. Instrumentation of groups will vary, including jazz combo, piano quintet, guitar ensemble, and related music as well as choral groups. The course may be taken four times for a maximum of eight units.

**MUP 424 Commercial Music Ensemble 2 Units**

*Prerequisite: None.*

*Enrollment Limitation: Audition required before students may enroll in the class. Students must have the ability to play an instrument at an intermediate level.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course includes the rehearsal and performance of contemporary pop and commercial styles: jazz and rock fusion, rhythm and blues, soul, folk, urban styles, country, and Latin. This course may be taken four times for credit provided a different topic is taken each time.

**MUP 426 World Music Ensemble 1 Unit**

*Prerequisite: None.*

*Enrollment Limitation: Ability to play an instrument*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 18 hours LAB*

This course explores the performance of selected musical styles of different world cultures, such as Celtic, European, Asian, African, Latin American, Native American, Middle Eastern, and combinations thereof. This class accommodates students of various instrumentation, musical backgrounds, and competence. Performance is not required, but is encouraged. The course may be taken four times for credit provided that a different level is taken each time.

**MUP 427 Advanced World Music Ensemble 1 Unit**

*Prerequisite: MUP 426 with a grade of "C" or better*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC; 18 hours LAB*

This course explores advanced performance techniques of selected musical styles of different world cultures, such as Celtic, European, Asian, African, Latin American, Native American, Middle Eastern, and combinations thereof. This class accommodates students of various instrumentation, musical backgrounds, and competence. Performance is not required, but is encouraged. The course may be taken four times for credit provided that a different level is taken each time.

**MUP 495 Independent Studies in Music Performance 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Music Performance offers students a chance to do research that is more typical of students in advanced performance courses. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**MUP 499 Experimental Offering in Music Performance .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Specializations in Music (MUSM)

**MUSM 110 The Business of Music 3 Units**

*Prerequisite: ENGWR 51 with a grade of "C" or better; or placement through the assessment process.*

*Hours: 54 hours LEC*

This course presents an overview of the many aspects of today's music industry, including copyrights, music publishing, recording artist contracts, royalties, advances, licensing music for movies and television, artist management, talent agents, touring, merchandising, producers and other personnel, band membership and issues, and contracts and riders.

**MUSM 115 The Development and Management of an Independent Record Label 3 Units**

*Prerequisite: MUSM 110 with a grade of "C" or better  
Hours: 54 hours LEC*

This course provides students with a detailed study of the creation and day-to-day management of a music company to release their own music or the music of others. Topics include: locating talent, staffing, budgets, contracts, record-keeping, CD production and packaging, legalities and copyright issues, departments of a record label, developing marketing strategies and schedules, publicity, promotion, channels of distribution, working with vendors and suppliers, and understanding today's music consumer. This course may be taken two times for credit, provided different topics are taken.

**MUSM 116 Legal Aspects Of The Music Industry 3 Units**

*Prerequisite: None.  
Hours: 54 hours LEC*

This course covers the following legal issues involved with the Music Industry: Fair Use, First Use, joint works, copyright, trademarks and service marks, music publishing, licensing, recording agreements, contracts, ownership of master recordings, grants of rights, webcasting, and work-for-hire.

**MUSM 306 Live Sound Reinforcement 3 Units**

*Prerequisite: ENGWR 51 with a grade of "C" or better; or placement through the assessment process.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB*

The course presents an introduction to live sound mixing directed toward employment in the sound reinforcement industry and in operating sound systems in concert venues, churches and other fixed installations. Students will develop skills in operating mixing consoles, speaker placement, microphone techniques, room equalization, reverb, delay, and other effects (gate/compressor/limiters etc.). Students will learn practical techniques for getting the best concert sound. Either this course or MUSM 342 may be used as the prerequisite for MUSM 344.

**MUSM 315 Careers in Music 1 Unit**

*Prerequisite: None.  
Course Transferable to CSU  
Hours: 18 hours LEC*

The course introduces the student to business opportunities, responsibilities, and jobs related to music business, technology, and the field of education. Students will research areas of interest, such as recording and performance, manufacturing, wholesaling, retailing, publishing, copywriting, agents and managers, songwriting, arranging, producing, critiquing, promotion, and education.

**MUSM 320 Contemporary Songwriting 3 Units**

*Prerequisite: ENGWR 51 with a grade of "C" or better; or placement through the assessment process.  
Course Transferable to CSU  
Hours: 54 hours LEC*

This course covers the process of writing popular songs, including writing lyrics, designing instrumental and vocal arrangements, studying melodic and harmonic skills, learning popular song forms, analyzing musical styles, and creating lead sheets.

**MUSM 321 Contemporary Songwriting 3 Units**

*Prerequisite: MUSM 320 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 54 hours LEC*

This course covers advanced processes of popular songwriting, including production and song evaluation, lyrical interpretation, publishing songs, and the songwriters' marketing system.

**MUSM 322 Introduction to Film Music 3 Units**

*Prerequisite: None.  
Advisory: MUHFL 401 with a grade of "C" or better or placement through the assessment process.  
Course Transferable to CSU  
Hours: 54 hours LEC*

This course is an introduction to the different aspects of writing and producing music for film and television. Students will explore the mechanics of putting music to film and video, compositional techniques, and the history of musical styles in film. Students will learn about finding work in this field and gain hands-on experience by completing a creative project.

**MUSM 330 Introduction to MIDI: Musical Instrument Digital Interface 2.5 Units**

*Prerequisite: None.  
Advisory: MUFHL 320 or MUIVI 345 with a grade "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 36 hours LAB*

This is an introductory course to the fields of music technology and desktop music production. Students will utilize contemporary computer, software, and electronic instrument technology to create music of diverse styles and genres.

**MUSM 331 Intermediate MIDI: Musical Instrument Digital Interface 2.5 Units**

*Prerequisite: MUSM 330 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 36 hours LEC; 36 hours LAB*

This course builds on skills learned in MUSM 330 and concentrates on more advanced electronic arranging techniques using computers, synthesizers, and music notation software. Through a series of MIDI projects, students learn how various instruments are combined and mixed to create demo recordings in various styles of music.

**MUSM 336 Music Project Studio 1 Unit**

*Prerequisite: MUSM 331 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 54 hours LAB*

This is a lab course for students who have completed MUSM 331, Intermediate MIDI, and who want to work on a creative project independently. A typical project could include completing a demo recording utilizing the MIDI and audio resources at the college. Students would work independently, but confer with faculty during the course of the project and present their final work at the end of the semester for critique and evaluation. This course may be taken twice for credit.

**MUSM 340 Introduction To Desktop Audio 1 Unit**

*Prerequisite: None.  
Course Transferable to CSU  
Hours: 18 hours LEC; 18 hours LAB*

This course covers basic audio techniques used at computer workstations for the creation of music and dialog soundtracks for film, multimedia, and the internet. Some of the areas covered include acoustics, microphone techniques, desktop multimedia, and internet and desktop video presentations.

**MUSM 342 Recording Studio Techniques 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better or placement through the assessment process.

*General Education:* CSU Area C1

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is an introduction to audio engineering in the recording studio including multi-track recording, microphone selection and use, mixing console, signal processing, and four-track demo production. MUSM 342 is the first semester course in the audio production degree program.

**MUSM 344 Recording Studio Techniques 3 Units**

*Prerequisite:* MUSM 306 or 342 with a grade of "C" or better

*General Education:* CSU Area C1

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This lecture and "hands-on" lab class builds on topics covered in MUSM 342 and MUSM 306. It uses 8-track recording techniques utilizing the Alesis ADAT Digital Recorder and the Mackie 8-bus Mixer. Basic, as well as advanced, microphone techniques, acoustics, recording studio design, mixing, monitoring, and audio measurement are covered. Students have the opportunity to engineer live studio recording sessions during class.

**MUSM 350 Recording Studio Techniques 3 Units**

*Prerequisite:* MUSM 344 with a grade of "C" or better

*Corequisite:* MUSM 354

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This is a lecture/lab class in 24-track analog recording studio equipment and operations. Topics of study will be the operation of all equipment used in the SCC control room including the recording console, console automation, 24-track analog tape machine, and a wide variety of outboard equipment used in studio recording. Heavy emphasis is placed on studio signal flow.

**MUSM 351 Analog Recording Consoles and Tape Machines 1.5 Units**

*Prerequisite:* MUSM 344 with a grade of "C" or better

*Corequisite:* MUSM 354

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 27 hours LAB

This is a lecture/lab course in 24-track analog recording studio equipment and operation. Topics of study will include the operation of equipment used in the SCC A-225 Control Room including the Otari Series 54 Recording Console and the Otari MX-80 24-track analog tape recorder. Proper operation of this equipment in a professional work environment will be emphasized.

**MUSM 354 Recording Sessions Workshop 1.5 Units**

*Prerequisite:* MUSM 344 with a grade of "C" or better

*Corequisite:* MUSM 350 or 351

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 27 hours LAB

This course provides practical hands-on recording session experience in many styles of music for second-year audio recording students in the commercial music program. Students complete a number of recording sessions under real world situations. Students take responsibility for all studio functions, such as engineer, producer, tape operator, production assistant, studio manager, and promotion staff. This course may be taken four times for credit, provided different topics are taken. This course must be taken twice to fulfill degree and certificate requirements.

**MUSM 355 Advanced Microphone Techniques and Analog Session Outboard Gear 1.5 Units**

*Prerequisite:* MUSM 344 with a grade of "C" or better

*Corequisite:* MUSM 354

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 27 hours LAB

MUSM 355 offers the student a wide ranging discussion of microphone techniques used in a variety of recording sessions. In conjunction with examining microphone techniques, the course will explore the use of outboard equipment, such as limiters, compressors, and equalizers in the context of the studio recording session.

**MUSM 356 Pro Tools 101, Introduction to Pro Tools 1.5 Units**

*Prerequisite:* MUSM 306 or 342 with a grade of "C" or better

*Corequisite:* MUSM 344

*Course Transferable to CSU*

*Hours:* 27 hours LEC

This course is conducted in the Music Department's Mac computer lab. It is an introductory course to Digidesign's Pro Tools digital audio workstation software application. This is the first course offering as part of the College's Digidesign Certified Training Location alliance. This course trains students in the basic operation of Pro Tools LE. Students learn how to record, edit, and mix music and MIDI within the Pro Tools application.

**MUSM 357 Pro Tools 110 Intermediate Pro Tools 1.5 Units**

*Prerequisite:* MUSM 342 and 356 with grades of "C" or better

*Corequisite:* MUSM 344

*Course Transferable to CSU*

*Hours:* 27 hours LEC

This course offers intermediate level instruction in the skills needed to operate Digidesign's Pro Tools LE digital audio workstation hardware and software applications. This course trains students in recording, editing and mixing audio, and MIDI within the Pro Tools environment. It is conducted in the Music Department's Mac computer lab.

**MUSM 359 Analog and Digital Recording Consoles and Techniques 3 Units**

*Prerequisite:* MUSM 344 and 356 with grades of "C" or better

*Corequisite:* MUSM 354

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This is a lecture/lab course featuring multi-track analog and digital recording studio consoles and other associated recording equipment and software. Topics of study will be the operation of the Otari Series 54 analog recording console in professional work-flows and the operation of the Avid D Command digital work surface and associated Pro Tools HD software in professional work flows.

**MUSM 362 Studio Mixdown Techniques 1.5 Units**

*Prerequisite:* MUSM 350 and 354 with grades of "C" or better

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 27 hours LAB

This course instructs students in the methods used to create professional multi-track mixes in the Music Department's 24-track control room. Advanced techniques in equalization, spatial placement, mixing console automation, and reverberation are investigated. Student's lab work is regularly presented in class for critical evaluation. On a number of occasions outside professionals in the field are invited to speak and demonstrate their techniques to the class. A routine component of the class is exercises to develop "Critical Listening" skills in the students.

**MUSM 366 Pro Tools 201, Advanced Pro Tools 1.5 Units**

*Prerequisite:* MUSM 350, 354, and 357 with grades of "C" or better  
*Course Transferable to CSU*  
*Hours:* 18 hours LEC; 27 hours LAB

This is the second course offering as part of the SCC Digidesign Certified Training Location alliance. Pro Tools 201 focuses on a foundation of skills needed to competently operate a Pro Tools TDM system in a professional environment. This course may be taken two times for credit. The third course needed to become a Certified Pro Tools Operator is not offered at SCC. The third course is offered at off-campus private learning centers.

**MUSM 367 Audio for Video Post Production 1.5 Units**

*Prerequisite:* MUSM 350, 354, and 356 with grades of "C" or better  
*Corequisite:* MUSM 357  
*Course Transferable to CSU*  
*Hours:* 22 hours LEC; 15 hours LAB

In MUSM 367 students learn Post Production, the art and science of adding sound to picture for television, feature films and commercials. Students work in the Pro Tools digital audio workstation environment. Projects include actual work from Post Production Studios submitted to the College.

**MUSM 368 Advanced Audio Lab - Independent Project 1 Unit**

*Prerequisite:* MUSM 366 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 54 hours LAB

This is a lab course for students who have completed MUSM 366 - Pro Tools 201, Advanced Pro Tools, and who want to work on a creative project independently. A typical project could include completing a demo recording utilizing the audio resources at the college. Students would work independently but confer with faculty during the course of the project and present their final work at the end of the semester for critique and evaluation. This course may be taken twice for credit.

**MUSM 494 Topics in Music Specializations .5-4 Units in Music**

*Prerequisite:* None  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC; 54 hours LAB

This course is designed to give students an opportunity to study a variety of topics dealing with performance and or Musicology. Selected topics would not include current course offerings. This course may be repeated for credit, providing there is no duplication of topics.

**MUSM 495 Independent Studies in Music Specializations in Music 1-3 Units**

*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 54 hours LAB

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Music Specializations offers students a chance to do research that is more typical of students in advanced audio production, song-writing, arranging, or music business courses.

**MUSM 498 Work Experience in Music Specializations in Music 1-4 Units**

*Prerequisite:* None.  
*Course Transferable to CSU*  
*Hours:* 18 hours LEC

This course provides a supervised work experience in a professional music industry job setting. Students may be assigned work such as the following: recording studio session assistant, post production assistant, assistant sound designer, studio front office worker, business agent/manager assistant in training, arranger/songwriter/performer, assistantships and in other areas such as live sound production, music therapy, music retail, instrument repair, studio equipment repair, music education, etc. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expand learning on the job for up to 16 units.

**MUSM 499 Experimental Offering in Music Specializations in Music .5-4 Units**

*Prerequisite:* None  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC; 36 hours LAB  
 See Experimental Offering.

# Nursing, Registered NURSE

## Degree:

A.S. - Nursing, Registered

## Division of Science and Allied Health

James Collins, Dean

Mohr Hall 18

916-558-2271

### Program Information

The Associate in Science Degree Registered Nursing Program at Sacramento City College is approved by the California Board of Registered Nursing. Students enrolled in this program are required to complete general education, science, and nursing courses with related clinical experiences in local hospitals. The nursing courses are four semesters in length.

In addition to regular expenses such as enrollment fees, living costs, activity fees, and books, nursing students have the expense of uniforms, equipment, malpractice insurance, graduation, and licensing costs. They also are responsible for their physical examination, immunizations, background check, and drug screen, as well as transportation to and from clinical agencies for day and evening learning experiences. All enrolled students must have a current health provider CPR with Automated External Defibrillator (AED) card. The nursing program is a full-time rigorous course of study. In order to ensure academic success and to protect students' health, full time employment is not advisable. It is recommended that students who must continue outside employment reduce their hours to 8-12 hours or less per week.

Nursing courses must be taken in sequence. Information meetings are held several times each semester and provide prospective students information about program prerequisites, enrollment process, and other requirements in the program. For details call (916) 558-2271 or visit the SCC website at <http://www.scc.losrios.edu/~nursing/>.

A 75% passing grade is mandatory in theory and clinical of each nursing course for progression in the program. In order to obtain a Registered Nursing license as a graduate, a student must have an Associate in Science Degree in Nursing by the end of the fourth semester.

NOTE: In accordance with Regulation 480 of the State Board of Registered Nursing, a person convicted of any offense, other than a minor traffic violation, may not qualify to be licensed as a Registered Nurse. If there are any questions regarding this matter, please contact the State Board of Registered Nursing or visit their website at [www.rn.ca.gov](http://www.rn.ca.gov).

Enrollment options for Licensed Vocational Nurses: LVNs seeking entry are subject to space availability. These applicants have several options for becoming Registered Nurses. In the "30 Unit Option" the LVN must complete physiology and microbiology prior to entering the second year nursing courses. This option does not lead to an Associate of Science Degree. The LVN to RN Career Mobility option does lead to an Associate in Science Degree in Nursing. This LVN must meet all the program requirements of the generic program, in addition to successfully completing NURSE 305, 427, and 437. A third option is completion of the entire generic associate degree nursing program and all enrollment requirements.

A Diploma RN graduate of a hospital school of nursing who is currently licensed in California may earn an Associate in Science Degree. This Registered Nurse will need to complete requirements for an Associate in Science Degree and fulfill a residency requirement by completing at least 12 units at Sacramento City College.

### Transfer Students

Transfer students must present evidence of comparable theory and clinical practice courses. Transfer students are admitted on a space available basis.

Those students seeking enrollment, re-entry, or transfer should visit the Sacramento City College Nursing website at <http://www.scc.losrios.edu/~nursing/> or call the Science and Allied Health Division office at 916-558-2271.

### Career Opportunities

This program prepares the student for employment as an entry-level staff nurse in hospitals, physician's offices, skilled nursing or long term care facilities, surgery centers, ambulatory care settings, occupational health, and other related agencies. Registered Nurses provide nursing care to clients and groups of clients throughout the lifespan. They have many responsibilities from direct patient care to leadership roles, depending on the specific setting in which they are working. Program graduates are eligible to apply for the examination given by the National Council Licensure Examination for Registered Nurses.

### Enrollment Eligibility

Graduation from an accredited high school (graduates from outside the United States must have transcripts evaluated by an approved independent agency), or successful completion of General Education Development (GED), or California High School Proficiency Exam (CHSPE). These requirements are defined by the current Nurse Practice Act, Title 16, California Code of Regulations, Section 1412.

BIOL 430, BIOL 431, and BIOL 440 with grades of "C" or better and a cumulative GPA of 3.0 or better.

PSYC 300 or PSYC 480; ENGWR 300 or ENGWR 480 or COMM 301 or COMM 331; SOC 300 or SOC 480 or ANTH 310 or ANTH 481 with grades of "C" or better and a cumulative GPA of 2.5 or better. In-progress grades will not be accepted for prerequisite courses.

It is strongly recommended that students complete all general education requirements (Area I-VI) and competency requirements (reading, writing, and mathematics) prior to application to the program. It is recommended students fulfill the living skills graduation requirement by completing Nutrition and/or Human Development: A Life Span.

Completion of the Test of Essential Academic Skills (TEAS), Version 5, developed by the Assessment Technologies Institute, LLC (ATI). A composite score of 62 is necessary to be eligible for application to the program. Additional information is available from the SCC Nursing website at <http://www.scc.losrios.edu/~nursing/>.

The Sacramento City College Nursing Program reserves the right to make changes in the enrollment criteria, academic requirements, grading standards, and other processes without notice at any time.

### Enrollment Process

Enrollment criteria, enrollment applications, and deadlines are available from the Sacramento City College nursing website at <http://www.scc.losrios.edu/~nursing/>. The Associate in Science Degree Registered Nursing Program at Sacramento City College uses a multi-criteria enrollment process. The ATI Test of Essential Academic Skills (TEAS) Version V must be taken before applying, and a composite score of 62 must be achieved in order to apply to the program. A Los Rios Community College District student identification number is required to access the online application. Points earned from the multi-criteria enrollment form determine eligibility for the random selection pool from which a class is selected. Students must reapply each semester. There is no waiting list.

Applications for enrollment and unofficial transcripts supporting completion of prerequisite courses and graduation course requirements must be submitted to the Science and Allied Health Division by the posted due date. Please see the nursing website at <http://www.scc.losrios.edu/~nursing/> for more information about the enrollment process.

**Upon completion of this program, the student will be able to:**

- integrate the nursing process with critical reasoning skills, in direct and indirect nursing care to meet the patient's developmental and basic human needs.
- revise individualized nursing interventions to safely provide care to assist patients of all ages in need of preventative, restorative, or rehabilitative patient centered care.
- incorporate evidence-based practice, patient care standards, informatics, and critical thinking skills to enhance safety, quality improvement, and effectiveness in nursing care.
- generate therapeutic, respectful, and caring communication with patients and families, while promoting collegiality with peers and colleagues.
- formulate accurate and timely documentation and reporting of patient assessments, interventions, progress, and outcomes of care in the written and electronic medical record.
- design patient-centered teaching plans and assist patients and their families in developing self-advocacy skills necessary to maintain optimum levels of functioning and health.
- manage the nursing care for a group of patients, utilizing leadership skills, collaboration, teamwork, resource utilization, and supervision of team members consistent with their scope of practice.
- prioritize patient care needs, using critical thinking and time management skills, to organize and provide safe nursing care in a responsible and accountable manner.
- integrate ethical provisions, legal boundaries, and cultural competency in all areas of nursing practice.
- assess own learning needs through reflective thinking and use resources to engage in continuous improvement in skills and knowledge.

## Nursing, Registered Associate in Science Degree

Required Program	Units
BIOL 430 Anatomy and Physiology.....	5
BIOL 431 Anatomy and Physiology.....	5
BIOL 440 General Microbiology.....	4
PSYC 300 General Principles (3) or PYSC 480 Honors General Principles (3) .....	3
COMM 301 Introduction to Public Speaking (3) or COMM 331 Group Discussion (3) .....	3
ENGWR 300 College Composition (3) or ENGWR 480 Honors College Composition (3).....	3
ANTH 310 Cultural Anthropology (3).....	3
or SOC 300 Introductory Sociology (3) or SOC 480 Introductory Sociology - Honors (3)	
NURSE 407 Fundamentals of Health and Nursing Care.....	12
NURSE 417 Nursing and Health Maintenance Through .....	12
the Lifecycle	
NURSE 426 Nursing in Health Problems Through the Adult Years ....	4
NURSE 427 Nursing Complex Health Problems Through .....	8
the Life Cycle	
NURSE 437 Nursing in Complex and Multiple Patient Care .....	12
<b>Total Program Units</b>	<b>74</b>

**Associate in Science (A.S.) Degree**

All Nursing Students must meet graduation requirements for the Associate Degree which will be obtained by completing the required courses listed above plus the general education requirements. See SCC graduation requirements.

## Nursing, Registered (NURSE)

### NURSE 299 Experimental Offering in Nursing .5-4 Units

*Prerequisite: None*  
*Hours: 90 hours LEC*  
See Experimental Offerings

### NURSE 305 Transition to Associate Degree Nursing 5 Units

*Prerequisite: BIOL 430, BIOL 431 and BIOL 440 must be completed with a cumulative GPA of 3.0. NUTRI 300/NUTRI 480, or FCS 340/FCS 480, FCS 324/PSYC 370, PSYC 300, COMM 301 or 331, and SOC 300 or ANTH 310 with a cumulative GPA of 2.5.*  
*Enrollment Limitation: Student must have completed the Registered (Associate Degree) Nursing Program application process before they are eligible to enroll in nursing courses. Student must possess a current California license as a Licensed Vocational Nurse.*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 108 hours LAB*

This bridge course is designed for the California Licensed Vocational Nurse (LVN) who is admitted for advanced placement into the second year of the Registered (Associate Degree) Nursing Program. Critical thinking skills necessary for successful role transition are emphasized throughout the course. Topics include care of adult and geriatric clients with specific medical-surgical nursing disorders, assessment skills, pharmacology, nursing process, theory-based nursing practice, legal/ethical issues, cultural and ethnic diversity, and the educator role of the Registered Nurse (RN). Concurrent acute care hospital laboratory experience emphasizes critical thinking, problem solving, and decision making, implementing nursing theory into practice.

### NURSE 315 Pharmacology and Implications for Nursing 3 Units

*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

This course will detail the principles of pharmacology, pharmacokinetics, pharmacodynamics, pharmacotherapeutics, and adverse drug reactions. The major drug classes and related nursing implications for people receiving drugs that affect the body systems, prevent and treat pain, infections, malignant neoplasms, and seizure disorders will be discussed. In addition, drugs that alter psychogenic behavior and sleep patterns will be presented.

### NURSE 325 Medical Dosage Calculations 1 Unit

*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 18 hours LEC*

This course prepares students to accurately calculate oral and parenteral drug dosages for medication administration. Students will learn three systems of measurement and conversion from one system to another. Basic flow rates of IV fluids will be covered. Course content will also include: 1) review of basic arithmetic operations used in dosage calculations; 2) interpretation of drug labels; 3) common medical abbreviations used in dosage calculations; 4) use of the following methods: basic formulas, ratio and proportion, fractional equation, and dimensional analysis in dosage calculations. Calculators will not be used in this course.

**NURSE 371 Focused Learning in the Associate Degree Nursing Program 1-1.5 Units**

*Prerequisite:* See enrollment limitations.

*Enrollment Limitation:* Acceptance into the Registered (Associate Degree) Nursing Program.

*Course Transferable to CSU*

*Hours:* 27 hours LEC

This course offers strategies to enhance student success in each of the four semesters of the Registered (Associate Degree) Nursing Program and in the National Licensure Examination for Nurses after graduation. This course assesses personal aptitudes, learning styles, strengths, and weaknesses in written and verbal communication and potential barriers to successful completion of the nursing program. The course includes the development of personal and professional support systems and development of a purposeful analytic process that results in reasoned decisions and judgments as a healthcare professional. The goal will be to level focused learning from simple to complex as students advance through the nursing program. Course content will address the specific needs of the students as they adapt to clinical, theory, and evaluation methods required in the nursing classes and includes evaluation of mastery of the concurrent Registered (Associate Degree) Nursing Program course objectives and remediation before the final examination. This course utilizes Regional Health Occupations Resource Centers (RHORC) Student Success materials and online testing and remediation resources that supplement and review the Registered (Associate Degree) Nursing Program content. This course is graded Pass/No Pass and may be taken four times for credit, provided no course topics are repeated, for a maximum of six units. This course was formerly known as NURSE 370.

**NURSE 380 Preparing for a Nursing Career 1 Unit**

*Prerequisite:* ENGWR 101 and MATH 100 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 18 hours LEC

This course presents the role of the Registered Nurse (RN) and the Licensed Vocational Nurse (LVN) within various settings in today's health care systems. Students assess their own learning styles and compare their abilities to those required in nursing; critical thinking is applied to several scenarios. Written, verbal, and math skills are emphasized along with learning resources, study strategies, legal and ethical aspects of practice, and stress management. The rigors of being a nursing student and graduate nurse are presented along with information on the current job market and opportunities for advancement in nursing.

**NURSE 405 Fundamentals of Health and Nursing Care 10.5 Units**

*Prerequisite:* See Enrollment Limitations.

*Enrollment Limitation:* Acceptance into the Registered (Associate Degree) Nursing Program and Completion of BIOL 430, 431 and 440 with a cumulative GPA of 3.0 or better. Completion of FCS 340, FCS 324, ENGWR 300, and PSYC 300 with grades of "C" or better and a cumulative GPA of 2.5 in these four (4) courses. Completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA Degree or higher.

*Course Transferable to CSU*

*Hours:* 72 hours LEC; 351 hours LAB

This course utilizes the conceptual framework of the curriculum (Basic Human Needs, Life-Cycle Development, Health Illness, Significant Health Problems, Stress Adaptation) to provide the foundation for the following three semesters of the program. It includes an introduction to nursing, its evolution, present trends and issues, legal aspects, and concepts underlying today's practice. Basic principles of delegation, management and home care are introduced and integrated into appropriate content. The theory and related clinical experiences prepare the student to utilize critical thinking and the nursing process in providing direct patient care with a focus on basic human needs. The student learns to use standard nursing measures to support patient's adaptive mechanisms for attaining and maintaining wellness during early, middle and late adulthood. The sub-concepts integrated throughout the course are personal hygiene, nutrition, communications, human sexuality, cultural diversity, legal/ethical aspects, pharmacology and pathophysiology. Emphasis is given to the promotion of health in the elderly and in persons with varying degrees of immobility.

**NURSE 407 Fundamentals of Health and Nursing Care 12 Units**

*Prerequisite:* See Enrollment Limitations

*Advisory:* FCS 324, FCS 340, FCS 480, NUTRI 300, NUTRI 480, or PSYC 370; with grades of "C" or better.

*Enrollment Limitation:* BIOL 430, BIOL 431, and BIOL 440 with grades of "C" or better and a cumulative GPA of 3.0 or better. PSYC 300 or PSYC 480; ENGWR 300 or ENGWR 480 or, COMM 301 or COMM 331; SOC 300 or SOC 480 or ANTH 310 or ANTH 481 with grades of "C" or better and a cumulative GPA of 2.5 or better. All general education requirements (Area I-IV) and competency requirements (reading, writing and mathematics) must be completed prior to the start of the program.

*Course Transferable to CSU*

*Hours:* 108 hours LEC; 324 hours LAB

This course utilizes the conceptual framework of the curriculum (Basic Human Needs, Life Cycle Development, Health Illness Continuum, Significant Health Problems, and Stress Adaptation) to provide the foundation for the following three semesters of the program. It includes an introduction to professional nursing, its evolution, present trends and issues, legal aspects, and concepts underlying current practice. Basic principles of delegation, management, teamwork, and collaboration are introduced and integrated into appropriate content. The theory and related clinical experiences prepare the student to apply the nursing process when providing direct patient care to patients with common medical surgical problems, with a focus on basic human needs. The student is introduced to critical thinking and clinical decision-making, while using evidence-based practice to support patients' adaptive mechanisms for attaining and maintaining wellness during early, middle and late adulthood. The sub concepts integrated throughout the course are personal hygiene, safety, nutrition, communication, human sexuality, cultural/spiritual diversity, legal/ethical aspects, pharmacology, and pathophysiology. Emphasis is given to the promotion of health and risk reduction in adults and elders in theory, clinical, and the simulation lab.

**NURSE 415 Nursing and Health Maintenance Through Adult Years 11 Units**

*Prerequisite:* NURSE 405 and COMM 301 or COMM 331 with grades of "C" or better.

*Enrollment Limitation:* Enrollment in Associate Degree Nursing (Registered Nursing) program.

*Course Transferable to CSU*

*Hours:* 90 hours LEC; 324 hours LAB

This course presents theory and practice related to helping patients cope with the physiological stressors commonly encountered in the adult years. Content focuses on common medical-surgical health problems related to the adult and older adult in the acute care, home care, rehabilitation, and community settings. Theory related to personal hygiene, nutrition, communication, pathophysiology, pharmacology, and common health resources is integrated throughout the course. Learning experiences provide students with the opportunity to acquire new clinical skills and apply previously learned principles and concepts in a variety of clinical settings. There is an emphasis on the utilization of the nursing process, management, delegation and critical thinking skills to meet basic human needs, promote health and prevent illness.

**NURSE 417 Nursing and Health Maintenance Through the Lifecycle 12 Units**

*Prerequisite:* NURSE 407 with a grade of "C" or better

*Enrollment Limitation:* Enrollment in Associate Degree Nursing (Registered Nursing) program

*Course Transferable to CSU*

*Hours:* 108 hours LEC; 324 hours LAB

This course continues integration of the conceptual framework of the curriculum (Basic Human Needs, Life Cycle Development, Health Illness Continuum, Significant Health Problems, and Stress Adaptation). The second semester provides theory and clinical experiences for medical surgical, pediatric, and maternal-child patients in need of preventative, restorative, or rehabilitative nursing care, in acute, home, or community settings. Content focuses on application of patient-centered care and health promotion principles to prevent illness and achieve optimum wellness. There is emphasis on the utilization of the nursing process, critical thinking, evidence-based practice, safety, life cycle development, nutrition, communication, human sexuality, cultural/spiritual diversity, self-advocacy, legal/ethical aspects, quality improvement, teamwork and collaboration, pharmacology, and pathophysiology. Learning experiences provide students with opportunities to acquire new clinical skills, develop clinical judgment, use reflective practice, and apply previously learned concepts and principles in a variety of settings including the classroom, clinical, and simulation lab.

**NURSE 425 Nursing Complex Health Problems Throughout the Life Cycle 11 Units**

*Prerequisite:* NURSE 415 with a grade of "C" or better; Completion of SOC 300 or ANTH 310 with a grade of "C" or better.

*Enrollment Limitation:* Enrollment in Associate Degree Nursing (Registered Nursing) program

*Course Transferable to CSU*

*Hours:* 90 hours LEC; 324 hours LAB

This course emphasizes theory and clinical experiences related to helping patients/families adapt to pathophysiological and pathopsychological stressors in addition to assisting patients of all ages in meeting their health promotion needs. Content focuses on the application of medical/surgical principles for adult/pediatric patients and application of psychiatric nursing principles for adult/pediatric mental health patients. The sub-concepts integrated throughout the course include pathophysiology, psychopathophysiology, pharmacology, mental health disorders, adult acute/chronic illnesses and pediatric acute/chronic illnesses, family/patient centered care, health promotion, illness prevention, community health, end-of-life and palliative care, rehabilitative concepts, and evaluation of patient centered nursing outcomes. Learning experiences in the classroom and clinical settings provide students the opportunity to utilize the nursing process as well as organizational, decision-making, critical thinking, interdisciplinary communication, and delegation skills when helping patients of all ages attain optimal physical and mental health.

**NURSE 426 Nursing in Health Problems Through the Adult Years 4 Units**

*Prerequisite:* NURSE 417 with a grade of "C" or better

*Corequisite:* NURSE 427

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This course emphasizes theory and clinical experiences related to helping medical surgical adult and older adult patients adapt to acute and chronic pathophysiological stressors in preventative, restorative, or rehabilitative settings. Content focuses on using clinical reasoning, the nursing process and evidence-based practice in delivery of patient-centered care. The concepts of safety, human development, nutrition, communication, sexuality, cultural/spiritual diversity, self-advocacy, legal/ethical aspects, pharmacology, and pathophysiology are integrated in the course. Emphasis is given to clinical decision making, critical thinking, quality improvement, teamwork, and collaboration for the medical surgical adult patient. Learning experiences provide students with opportunities to acquire new clinical skills and apply previously learned principles and concepts in a variety of clinical settings including the simulation lab.



**NURSE 427 Nursing Complex Health Problems Through the Life Cycle 8 Units**

*Prerequisite:* NURSE 417 with a grade of "C" or better

*Corequisite:* NURSE 426

*Enrollment Limitation:* Enrollment in Associate Degree Nursing (Registered Nursing) program

*Course Transferable to CSU*

*Hours:* 72 hours LEC; 216 hours LAB

This course emphasizes theory and clinical experiences related to helping patients/families adapt to complex pathophysiological and psychopathological stressors. Third semester focuses on the care of the medical/surgical and psychiatric nursing patient to meet his/her needs for risk reduction and optimal wellness in preventative, restorative, or rehabilitative settings. The sub-concepts integrated throughout the course include safety, human development, nutrition, sexuality, cultural/spiritual diversity, pathophysiology, pharmacology, and legal/ethical principles. Course emphasis is on mental health and psychopathology, acute advanced medical surgical content, end-of-life care, and evaluation of patient-centered outcomes. Learning experiences in the classroom, simulation lab, and clinical setting provide students the opportunity to utilize critical thinking, evidence-based practice, technology, teamwork, collaboration, clinical decision-making, and interdisciplinary communication principles in the delivery of quality nursing care.

**NURSE 435 Complex and Multiple Patient Care 10 Units**

*Prerequisite:* NURSE 425 with a grade of "C" or better

*Corequisite:* NURSE 445

*Enrollment Limitation:* Enrollment in the Associate Degree Nursing (Registered Nursing) program

*Course Transferable to CSU*

*Hours:* 72 hours LEC; 324 hours LAB

The last semester course focuses on theory and practice related to multiple patient assignments and to caring for patients with complex health problems. The learning experiences provide the student with the opportunity to continue developing skills, emphasizing organization, priority setting, decision making, critical thinking, leadership, management, delegating, and ethical and legal personal accountability. Clinical experiences may include, but are not limited to, acute, subacute, extended care, home health care, and hospice.

**NURSE 437 Nursing in Complex and Multiple Patient Care 12 Units**

*Prerequisite:* NURSE 426 and 427 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Associate Degree Nursing (Registered Nursing) program

*Course Transferable to CSU*

*Hours:* 108 hours LEC; 324 hours LAB

This final semester course presents theory and evidence-based practice related to multiple patient assignments for patients with complex, critical health problems in the acute medical surgical setting. The student will use the nursing process to provide for the patient's basic human needs in a safe and effective care environment. The learning experiences in the classroom, simulation lab, acute hospital setting, including clinical preceptorships, provide the student with opportunities to continue refining assessment skills, emphasizing priority setting, time management, clinical decision making, critical thinking, leadership, management, ethical/legal concepts, teamwork, and collaboration. There is continued integration of the curriculum framework and sub-concepts throughout the course, including basic human needs, life cycle development, communication, nutrition, pathophysiology, pharmacology, and cultural/spiritual diversity. There is emphasis on entry-level nursing practice, the professional nursing role, use of informatics, quality improvement, and current health care policy and finance.

**NURSE 445 Clinical Seminar .5 Unit**

*Prerequisite:* NURSE 425 with a grade of "C" or better

*Corequisite:* NURSE 435

*Enrollment Limitation:* Enrollment in the Associate Degree Nursing (Registered Nursing) program

*Course Transferable to CSU*

*Hours:* 27 hours LAB

This course is designed to provide supplemental clinical information related to current nursing practice and health care issues.

**NURSE 495 Independent Studies in Nursing 1-3 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC

See Independent Studies.

**NURSE 499 Experimental Offering in Nursing .5-4 Units**

*Prerequisite:* None

*Course Transferable to CSU*

*Hours:* 54 hours LEC; 63 hours LAB

See Experimental Offering

**NURSE 1000 NCLEX-RN Review 1-3 Units**

*Prerequisite:* NURSE 425 with a grade of "C" or better

*Corequisite:* NURSE 435

*Hours:* 27 hours LEC; 81 hours LAB

This course prepares the student to take the NCLEX-RN (National Council Licensure Examination-Registered Nurse). Coursework includes computer test-taking skills, barriers to success, identification of knowledge deficits via a standardized assessment test, and overview of NCLEX-RN content areas. In the classroom, students may earn .5 unit of credit for every 9 hours. In the lab, students implement an individualized study plan and may earn .5 unit of credit for every 27 hours of work. This course is designed to be taken during the last semester of an RN program or after completion of a nursing program. The course is designed for first-time and repeat test takers. This course is graded as Pass/No Pass.

**Nursing, Vocational**

VN

**Degree:**

A.S. - Nursing, Vocational

**Certificate of Achievement:**

Nursing, Vocational

**Division of Science and Allied Health**

James Collins, Dean

Mohr Hall 18

916-558-2271

**Program Information**

The Vocational Nursing Program at Sacramento City College is approved by the California Board of Vocational Nursing and Psychiatric Technicians. Upon successful completion of the three-semester, 53-unit program, the student is eligible to apply for the National Licensing Examination to qualify as a Licensed Vocational Nurse. Students enrolled in this program are required to complete nursing support and nursing education courses with related clinical experiences in cooperating local hospitals. The program prepares for employment and also leads toward the Associate in Science Degree when additional requirements are met. In addition to the expenses as regularly enrolled students - tuition, living costs, activity fees and books - vocational nursing students have the expense of uniforms, professional liability insurance, physical examination, required immunizations, a criminal background check, a drug screen, graduation, and licensing costs.

Students also have the responsibility of their physical examination and required immunizations as well as transportation to and from clinical agencies for day and evening learning experiences. All students must have a current CPR category "C" American Heart Association or Professional Rescuer American Red Cross Certificate.

Informational meetings are held several times each semester and provide prospective students with information on program prerequisites, enrollment process, and other facts about the program. For information call (916) 558-2271 or visit the SCC Web Site at <http://www.scc.losrios.edu>.

**Career Opportunities**

This program prepares the student for employment as a licensed vocational nurse. The LVN may work in hospitals, doctors' offices, ambulatory care settings, skilled nursing facilities, or extended care facilities to provide basic patient care to clients of all ages under the supervision and direction of physicians or registered nurses. The specific procedures performed vary greatly depending on the work setting.

**Recommended High School Preparation**

Classes in biology, mathematics, and English.

**Enrollment Eligibility**

Completion of BIOL 100 (Introduction to Concepts of Anatomy and Physiology) with a grade of B or better.

Completion of FCS 324/PSYC 370 (Human Development: A Life Span), NUTRI 300 (Nutrition) or FCS 340, and AH 110 (Medical Language for Health-Care Providers) with a grade of "C" or better and with a cumulative GPA of 2.5 in these three (3) courses.

Completion of ENGRD 11 with a grade of "C" or better or eligibility for ENGRD 110 as determined by the reading assessment process for all applicants who do not have an Associate Degree or higher.

Be a high school graduate or pass the GED.

Courses taken for credit/no credit (C/NC) will be calculated into GPA's as a "C" grade.

A grade of "C" or better is mandatory in each course in the Required Program above for progression in the program and for recommendation for application for the licensing examination. If the clinical performance is "unsatisfactory," the semester grade will be "F" regardless of achievement in theory.

The Board of Vocational Nursing and Psychiatric Technicians requires that the student be a high school graduate or pass the GED.

Admission, Reentry or Transfer: Contact the Director of Vocational Nursing, Sacramento City College, 3835 Freeport Boulevard, Sacramento, CA 95822 or call (916) 558-2271.

**Enrollment Process**

Applications for enrollment and official transcripts supporting completion of prerequisite courses must be submitted to the Science and Allied Health Division by the posted due date. Enrollment applications and deadlines are available from the Science & Allied Health Division Office (Mohr Hall, Room 18 or 558-2271) or the SCC website at <http://www.scc.losrios.edu/~nursing/>.

Completion of the enrollment eligibility requirements places the applicant in the random selection pool. Eligible students who are not enrolled will be considered alternates. One-third of the class will be randomly selected from the eligible applicants who were alternates from the previous semester. Two-thirds of the class will be selected from all eligible applicants.

Students accepted to the nursing program will be required to undergo a criminal background check and an 8-panel drug screen test prior to their clinical laboratory experience.

**Nursing, Vocational****Associate in Science Degree****Certificate of Achievement**

NOTE: Vocational Nursing courses must be taken in sequence.

**Upon completion of this program, the student will be able to:**

- utilize the nursing process within organized health care systems to help patients with common illnesses meet their basic human needs through direct patient care services.
- apply scientific principles in competently performing common nursing measures and procedures.
- communicate effectively with patients and coworkers to assist in the achievement of health related problems and/or organizational goals.
- act as a teacher in providing information related to the activities of daily living and health practices for patients with common illnesses.
- organize care for a group of patients and participate in providing direction for personnel with less preparation or experience in other than acute care settings.
- assume responsibility for his/her own professional development and function with accountability within the legal boundaries of licensed vocational nursing practice.

Prerequisite Courses	Units
BIOL 100, Introduction to Concepts of Human Anatomy and Physiology .....	3
AH 110, Medical Language for Health-Care Providers.....	3
FCS 324, Human Development: A Life Span (3) or PSYC 370, Human Development: A Life Span (3).....	3
NUTRI 300, Nutrition (3) or NUTRI 480 Nutrition Honors (3) or FCS 340, Nutrition (3) or FCS 480 Nutrition Honors (3) .....	3
<b>Prerequisite Courses Units</b>	<b>12</b>
Required Program	Units
VN 120, Meeting Adult Basic Health Needs.....	14
VN 130, Meeting Health Needs of All Age Groups.....	12
VN 140, Meeting Complex Adult Health Needs.....	12
PSYC 300 General Principles (3) or PYSC 480 General Principles Honors (3).....	3
<b>Subtotal Units</b>	<b>41</b>
<b>Total Units Required</b>	<b>53</b>

### Associate in Science (A.S.) Degree

The Associate in Science Degree may be obtained by completing the required courses listed above, plus the general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

### Admission, Reentry or Transfer

Contact the Director of Vocational Nursing, Sacramento City College, 3835 Freeport Boulevard, Sacramento, CA 95822 or call (916) 558-2271.

## Vocational Nursing (VN)

### VN 120 Meeting Adult Basic Health Needs 14 Units

*Prerequisite: See Enrollment Limitations*

*Enrollment Limitation: BIOL 100 with a grade of "B" or better; AH 110, FCS 340, and FCS 324 with grades of "C" or better and a cumulative GPA of 2.5 in these three (3) courses. ENGRD 11 with a grade of "C" or better or placement through the assessment process if applicant does not have an AA Degree or higher; and, acceptance into the Vocational Nursing Program.*

*Hours: 144 hours LEC; 324 hours LAB*

This course is an orientation to Vocational Nursing and role of the Vocational Nurse within the health care team, including historical, ethical, and legal aspects. Theory and practice introduces the nursing process and related concepts (basic human needs, life-cycle development, health-illness continuum, and major health problems related to cardiovascular/respiratory nutrition-elimination, mobility (activity and exercise), hormonal disturbances, and surgical interventions. Fundamental skills and responsibilities involved in patient care, including medication administration, principles of communication, health teaching, cultural diversity, and human sexuality are included. Emphasis is on assessment of patient needs and basic nursing interventions for adults of all ages.

### VN 130 Meeting Health Needs of All Age Groups 12 Units

*Prerequisite: VN 120 with a grade of "C" or better*

*Enrollment Limitation: Enrollment in the Vocational Nursing program*

*Hours: 108 hours LEC; 324 hours LAB*  
Students apply theory in utilizing the nursing process to meet the needs of : 1) adult patients with major health problems related to more complex regulatory, cardio-vascular/respiratory, and reproductive disturbances; 2) mothers during the maternity cycle and newborns; 3) hospitalized children of various ages. Emphasis is on increasing independence in the implementation of care of the patient. Focus is also directed at enhancing contribution of data to the care plans under the supervision of the Registered Nurse. Concepts and principles related to legal and ethical aspects, communications, health teaching, cultural diversity, and human sexuality are applied in a variety of clinical settings and with patients of all ages.

### VN 140 Meeting Complex Adult Health Needs 12 Units

*Prerequisite: VN 130 with a grade of "C" or better*

*Corequisite: PSYC 300*

*Enrollment Limitation: Enrollment in the Vocational Nursing program*

*Hours: 108 hours LEC; 324 hours LAB*  
Students apply course theory in utilizing the nursing process to meet the needs of adult patients of all ages with major health problems related to more complex regulatory, elimination, cardiovascular/respiratory, and nutritional disorders. Emphasis is on understanding all steps of the nursing process and identifying the role of the Vocational Nurse related to nursing process. Principles related to legal and bio-ethical aspects, communication, health teaching, cultural diversity, and human sexuality are included. Management principles, the Vocational Nursing Practice Act, professional organizations, resume writing, and job search are presented.

### VN 150 Intravenous Therapy and Blood Withdrawal 1.5 Units

*Prerequisite: VN 130 with a grade of "C" or better or equivalent*

*Hours: 27 hours LEC; 9 hours LAB*

This course will provide the student with the knowledge and skills to start and superimpose intravenous fluids and withdraw blood. The course meets the requirements of the Board of Vocational Nursing and Psychiatric Technicians for Licensed Vocational Nurses to become certified in IV therapy and blood withdrawal. This course is taken for a Pass/No Pass grade.

### VN 295 Independent Studies in Nursing, Vocational 1-3 Units

*Prerequisite: None*

*Hours: 54 hours LEC*

See Independent Studies.

### VN 299 Experimental Offering in Vocational Nursing .5-4 Units

*Prerequisite: None*

*Hours: 90 hours LEC*

See Experimental Offerings

# Nutrition and Foods

# NUTRI

**Degree:**  
A.S. - Nutrition

**Division of Behavioral and Social Sciences**  
**J. Frank Malaret, Dean**  
**Rodda North 226**  
**916-558-2401**

## Nutrition

### Associate in Science Degree

#### Program Information

Sacramento City College's Family and Consumer Science Department offers a rigorous nutrition degree program that is broad enough to prepare the student for further study in a variety of nutrition areas including: nutrition science research, food science and technology, dietetics, industry and many other exciting nutrition-related fields.

All students must complete the Required Program, plus either the CSU Path or the UC Path.

It is important to note that each four-year College/ University has slightly different requirements for transfer so it is critical for students interested in this major to map out their academic plan with a counselor.

#### Upon completion of this program, the student will be able to:

- demonstrate independent learning and effective communication skills.
- explain the principles of nutrition and its affects on health.
- assess the various sources of nutrition information and demonstrate where to find reliable nutrition information.
- analyze a diet for adequacy, balance and moderation.
- demonstrate an understanding of the relationships between chemistry, biology and nutrition.

#### Required Program

	<b>Units</b>
NUTRI 300 Nutrition (3) ..... 3 or FCS 340 Nutrition (3) or NUTRI 480 Nutrition Honors (3) or FCS 480 Nutrition Honors (3)	3
CHEM 400 General Chemistry (5) ..... 5 or CHEM 305 Introduction to Chemistry (5)	5
STAT 300 Introduction to Probability and Statistics (4) ..... 4 or STAT 480 Introduction to Probability and Statistics - Honors (4)	4
<b>Subtotal Units</b>	<b>12</b>

Plus either the CSU path or the UC path:

#### CSU Path (for students intending to transfer to CSU):

BIOL 440 General Microbiology .....	4
PSYC 300 General Principles (3) .....	3
or PSYC 480 Honors General Principles (3)	
<b>CSU Path Units</b>	<b>7</b>
<b>Total Units Required</b>	<b>19</b>

#### OR

#### UC Path (for students intending to transfer to UC):

BIOL 402 Cell and Molecular Biology.....	5
CHEM 420 Organic Chemistry.....	5
<b>UC Path Units</b>	<b>10</b>
<b>Total Units Required</b>	<b>22</b>

#### Suggested Electives

FCS 342 or NUTRI 310; FCS 346 or ECE 415 or NUTRI 320

#### Associate in Science Degree (A.S.)

The Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

Students planning to transfer should meet with a college counselor to identify required courses and develop an educational plan. It is strongly recommended that students complete the CSUGE or IGETC requirements for transfer.

Sequence of courses: Students may take courses in any order that they choose but should check prerequisites.

## Nutrition (A.S. Degree)

Fall 1: CSU Path	Spring 1: CSU Path	Fall 2: CSU Path	Spring 2: CSU Path
NUTRI 300 or NUTRI 480 or FCS 340 or FCS 480 (3 units)	STAT 300 or STAT 480 (4 units)		PSYC 300 or PSYC 480 (3 units)
CHEM 300 (4 units)	CHEM 400 or CHEM 305 (5 units)	BIOL 440 (4 units)	
CSU GE (8 units)	CSU GE (6 units)	CSU GE (12 units)	CSU GE (12 units)
<b>Total: 15 units</b>	<b>Total: 15 units</b>	<b>Total: 16 units</b>	<b>Total: 15 units</b>
Fall 1: UC Path	Spring 1: UC Path	Fall 2: UC Path	Spring 2: UC Path
NUTRI 300 or NUTRI 480 or FCS 340 or FCS 480 (3 units)	STAT 300 or STAT 480 (4 units)	BIOL 402 (5 units)	
CHEM 300 (4 units)	CHEM 400 (5 units)	CHEM 401 (5 units)	CHEM 420 ( 5 units)
IGETC (9 units)	IGETC (6 units)	IGETC (3 units)	IGETC (12 units)
<b>Total: 16 units</b>	<b>Total: 15 units</b>	<b>Total: 13 units</b>	<b>Total: 17 units</b>

## Nutrition and Foods (NUTRI)

### **NUTRI 100 Nutrition Education for Early Childhood Educators 1 Unit**

Same As: ECE 100

Prerequisite: None.

Hours: 18 hours LEC

This course is designed to teach active or aspiring early childhood educators current topics in childhood nutrition, coupled with hands-on kitchen experience to reinforce that knowledge. Topics will include: food safety and handling, dietary fats, carbohydrates, proteins, vitamins and minerals, menu planning, and food choices. It will include a trip to a local supermarket and cooking demonstrations.

### **NUTRI 300 Nutrition 3 Units**

Same As: FCS 340

Prerequisite: None.

Advisory: ENGWR 51 and ENGRD 110; or ESLR 320 and ESLW 320 or ESL 114; and MATH 34; with grades of "C" or better.

General Education: AA/AS Area III(b); AA/AS Area IV; CSU Area E1

Course Transferable to UC/CSU

Hours: 54 hours LEC

Students will study the basic principles of nutrition, food sources, biologic functions of the nutrients in human physiology and all stages of the life cycle, energy metabolism, nutrition as a world problem, and consumer problems related to food. Course topics such as weight loss, sports nutrition, food safety, the diet-disease relationship, global nutrition, and analysis of special nutritional requirements and needs during the life cycle are emphasized. An evaluation of personal dietary habits using current dietary guidelines and nutritional assessment methods will also be completed to help students assess their own nutritional health. Credit will be awarded once for either NUTRI 480, FCS 480, FCS 340, or NUTRI 300.

### **NUTRI 302 Nutrition for Physical Performance 3 Units**

Same As: KINES 418

Prerequisite: None.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC

This course will explore nutrition and fitness with emphasis on the relationship between nutrition, physical activity, lifelong fitness, and health. Credit will be awarded for NUTRI 302 or KINES 418 but not both.

### **NUTRI 310 Cultural Foods of the World 3 Units**

Same As: FCS 342

Prerequisite: None.

Advisory: ENGWR 51 and ENGRD 110; or ESLW 320 and ESLR 320; and MATH 34 with grades of "C" or better

General Education: AA/AS Area VI

Course Transferable to UC/CSU

Hours: 54 hours LEC

Students will explore the typical food customs and meal patterns of various cultures throughout the world. Students will be introduced to the social, religious, economic, and aesthetic significance of these cultures and examine how geographical, agricultural, and socioeconomic factors influence their nutritional status. Students will also explore the preparation and evaluation of the food products. Credit may be awarded for FCS 342 or NUTRI 310, but not both.

### **NUTRI 320 Children's Health, Safety and Nutrition 3 Units**

Same As: ECE 415 and FCS 346

Prerequisite: None.

Advisory: ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and LIBR 318; and MATH 34; and ECE 410 or HEED 330; and FCS 312 or ECE 312; and FCS 314 or ECE 314 or SOC 312; and NUTRI 300 with grades of "C" or better

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC

The key components that ensure the health, safety, and nutrition of both children and staff will be identified along with the importance of collaboration with families and health professionals. Students will be introduced to early childhood curriculum, regulations, standards, policies, and procedures related to child health, safety, and nutrition. Course emphasis is placed on integrating and maintaining the optimal health, safety, and nutritional concepts in everyday planning and program development for all children. Projects related to health, safety, and nutrition education as well as optional field trips may be included as part of the curriculum. (Students may receive credit for exactly one of the following: ECE 415, FCS 346, or NUTRI 320.)

### **NUTRI 322 Nutrition Issues Throughout Life 3 Units**

Prerequisite: None.

General Education: AA/AS Area III(b)

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is a study of the nutritive needs of persons at various stages of the life cycle with emphasis on special periods such as pregnancy, preschool, adolescence, and aging. This course is particularly helpful to Physical Education and Early Childhood Education majors as well as those dealing with people in social agencies, such as nursing and gerontology.

### **NUTRI 330 Food Theory and Preparation 4 Units**

Same As: FCS 344

Prerequisite: None.

Advisory: ENGWR 51 and MATH 27 with grades of "C" or better.

General Education: AA/AS Area III(b); CSU Area E1

Course Transferable to CSU

Hours: 54 hours LEC; 54 hours LAB

This course provides a comprehensive study of food ingredients and the basic principles and techniques involved in food preparation. Students will examine the factors that influence taste and the changes that occur in foods during preparation. In the laboratory, basic cooking skills and theory applications will be emphasized. Additionally, emphasis is placed on the reasons for recipe procedures and the prevention and/or correction of cooking failures. Credit may be awarded for FCS 344 or NUTRI 330, but not for both.

**NUTRI 480 Nutrition Honors 3 Units**

*Same As: FCS 480*

*Prerequisite: None.*

*General Education: AA/AS Area III(b); AA/AS Area IV; CSU Area E1*

*Enrollment Limitation: Eligibility for the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This is an enriched study of nutrition for honors students. This course will examine dietary nutrients and their physiological functions, and their relationship to chronic diseases. Current issues such as food safety, vegetarian diets, world hunger, trans-fats, and vitamin/mineral supplementation are examined. Students analyze and evaluate their diets and physical activities using diet analysis software. Scientific research methods are studied in journal articles for weekly discussions. Debates encourage critical thinking from opposing points of view. Students will research and present portions of the course material. This Honors section uses an intensive instructional methodology designed to challenge motivated students. Credit will be awarded once for either NUTRI 480, FCS 480, FCS 340, or NUTRI 300.

**NUTRI 499 Experimental Offering .5-4 Units  
in Nutrition and Foods**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

See Experimental Offerings

**Degree:**

A.S. - Occupational Therapy Assistant

**Division of Science and Allied Health****James Collins, Dean****Mohr Hall 18****916-558-2271****Program Information**

An Associate in Science Degree can be obtained by completion of the required Occupational Therapy Assistant program requirements. The Degree includes Occupational Therapy Assistant courses (42 units), Allied Health courses (5 units), and specific general education and science courses required for the program (19-26 units). Students must also take additional courses to meet graduation requirements of the College. The Allied Health and OTA courses are offered Monday through Thursday in the evening and on Saturdays and are scheduled sequentially for four semesters and two summer sessions. The shortest time to complete all requirements of the program would be two years and two summer sessions after being admitted. Supervised clinical work experiences are integrated throughout the program. The introduction to clinical practice courses, OTA 132 and 142, require 40 hours of fieldwork; OTA 152 requires 20 hours of fieldwork. There are two required full-time fieldwork experiences that take place during the student's final semester, requiring completion of 320 hours in each setting. Fieldwork requires completion of a physical examination, immunizations, a TB test, current CPR certification for health personnel (level C), background check, fingerprinting, and drug screening. Fieldwork sites may have additional requirements specific to their site.

Students in the OTA Program will be required to practice skills on each other in a laboratory setting with instructor supervision. Courses in the OTA Program may include discussion of issues such as race, religion, sexuality, disability, and gender as related to the course content.

**Program Costs**

In addition to college enrollment fees, other estimated costs include: books and supplies (\$750.00); lab fees (\$50); background check and drug screening (\$100.00); physical examinations and immunizations (\$175.00); malpractice insurance (\$60.00); fingerprinting (\$150.00); and fee and related requirements for certification test and licensure (\$850.00). Some clinical sites require that students have health coverage as a condition of acceptance for fieldwork placement. Students must also plan for travel costs to and from the clinical facilities, many of which are outside the Sacramento area. Some students may need to arrange for housing during the full-time fieldwork. The costs listed above are based on current fees and are subject to change without notice.

**Career Opportunities**

This program prepares the student for employment as an occupational therapy assistant. Occupational therapy assistants work with people of all ages who, because of physical, cognitive, developmental, social, or emotional problems, need specialized assistance in order to lead independent, productive, and satisfying lives. They may work in a wide variety of settings including hospitals, rehabilitation centers, skilled nursing facilities, home health agencies, school systems, psychiatric hospitals, private practice outpatient clinics, and emerging practice areas.

**Accreditation/Certification**

Accreditation/Certification: The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220. AOTA's phone number is (301) 652-AOTA, and their web address is [www.aota.org](http://www.aota.org). Graduates of the program will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT), located at 12 South

Summit Avenue, Suite 100, Gaithersburg, MD 20877-4150. NBCOT's phone number is (301) 990-7979, and their web address is [www.nbcot.org](http://www.nbcot.org). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Upon successful completion of the NBCOT Examination, graduates intending to practice in California are required to be certified by the California Board of Occupational Therapy (CBOT), located at 2005 Evergreen Street, Suite 2050, Sacramento, CA 95815. Additional information about these practice regulations can be found at [www.bot.ca.gov](http://www.bot.ca.gov) or by contacting the Board at (916) 322-3394.

NOTE: The Occupational Therapy Assistant Program enrolls a new class providing a minimum enrollment of 15 students.

**Additional Information**

Additional Information: Informational meetings are held several times each semester and provide prospective students with information on program prerequisites, enrollment process, and other facts about the program. For information call (916) 558-2271 or visit the program website at <http://wserver.scc.losrios.edu/~ota/>.

**Enrollment Eligibility**

To be eligible for enrollment in the program, the student must meet the following criteria:

Completion of OTA 100, AH 110, and BIOL 100 or BIOL 430 and 431, and PSYC 370 or FCS 324 with grades of "C" or better and a cumulative GPA of 2.5 in these four (4) courses. Completion of ENGRD 110 with a grade of "C" or better or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an Associate Degree or higher. BIOL 100 or BIOL 430 and 431, or equivalent courses must be completed within the last 10 years.

Courses taken for Pass/No Pass (P/NP) will be calculated into the student's GPA as a "C" grade.

**Enrollment Process**

Applications for enrollment and official transcripts supporting completion of prerequisite courses must be submitted to the Science & Allied Health Division by the posted due date. Enrollment applications and deadlines are available from the Science & Allied Health Division Office (Mohr Hall, Room 18, or (916) 558-2271) or visit the program website at <http://wserver.scc.losrios.edu/~ota/>.

Students applying with courses in progress must indicate so on the application. Enrollment in the program will be dependent upon submission of transcripts verifying successful completion of prerequisite courses.

Completion of the enrollment eligibility requirements places the applicant in the random selection pool. Eligible students who are not enrolled will be considered alternates.

After all eligible applicants have been offered admission, eligible applicants applying after the posted due date will be considered.

Transfer students: Students from other accredited OTA programs may apply to transfer to the Sacramento City College OTA Program. Enrollment depends upon evidence of completion of equivalent academic and clinical coursework and upon space availability in the program. Students requesting a transfer review must submit transcripts and course syllabi to determine eligibility of prior coursework.

All students accepted into the OTA Program must complete a background check and drug screen. Not a condition of enrollment, this helps identify the need for career-based counseling with the OTA Program Coordinator and/or the Academic Fieldwork Coordinator. Clinical sites may request this information as a condition of fieldwork placement. NOTE: A felony conviction may affect eligibility to sit for the national exam and/or complete the licensure process in California. For more information about an "Early Determination" review for the national exam, contact the National Board for Certification in Occupational Therapy (NBCOT). For more information about California licensure, contact the California Board of Occupational Therapy (CBOT). Contact information can be found in the program description.

**Upon completion of this program, the student will be able to:**

- recognize the theoretical frames of reference from which the practice of occupational therapy is derived.
- demonstrate fundamental skills in the use of evidence to guide practice and participate in research activities as directed.
- describe occupational therapy programs and practice as currently organized in health care delivery systems.
- describe emerging and non-traditional practice areas and define the role of the OTA in these settings.
- analyze tasks and environments to assess their therapeutic qualities and constraints.
- perform evaluation procedures selected according to OTA practice guidelines.
- assist in developing occupational therapy intervention plans.
- implement an intervention plan to engage client in purposeful activities related to occupation.
- document factual client data for oral and written communication, using either traditional methods or new technologies.
- maintain records and reports including counter-signatures, as guided by regulations for confidentiality, reimbursement, and quality assurance.
- revise and implement OT intervention plan in ongoing collaboration with the supervising OT.
- assess factors that warrant change or discontinuation of an established intervention plan, in collaboration with the supervising OT.
- manage supplies and equipment necessary for OT intervention, demonstrating safety and appropriate infection control procedures.
- access, reference, and abide by all state regulations.
- locate, reference, and abide by all federal regulations, including HIPAA and ADA guidelines.
- apply the OT Code of Ethics as an element of all professional interactions and service provision.
- adhere to all OT department and agency policies and procedures.
- explain the definition and role of occupational therapy to consumers and other health practitioners.
- discuss how socio-cultural diversity may influence the therapeutic process.
- demonstrate actions that reflect non-judgmental attitudes and values toward patient/clients, staff, and family members in professional situations.
- exhibit behaviors that respect the client's basic rights to quality service with minimum risk of further injury or insult.
- demonstrate an attitude of professional responsibility for self-directed learning as a life-long process for acquiring new knowledge, abilities, attitudes, and refining clinical reasoning.

## Occupational Therapy Assistant Associate in Science Degree

Required Program	Units
OTA 100 Introduction to Occupational Therapy.....	1
PSYC 370 Human Development: A Life Span (3) .....	3
or FCS 324 Human Development: A Life Span (3)	
BIOL 100 Introduction to Concepts of Human Anatomy and Physiology (3).....	3-10 <sup>1</sup>
or BIOL 430 Anatomy and Physiology (5) and BIOL 431 Anatomy and Physiology (5)	
AH 110 Medical Language for Health-Care Providers.....	3
ENGRD 110 Comprehension Strategies and Vocabulary Development For College .....	3 <sup>2</sup>

Occupational Therapy Assistant Courses:

OTA 110 Functional Biomechanics for the OTA.....	3
OTA 111 Functional Biomechanics Lab for the OTA.....	1
OTA 150 Occupational Therapy Process and Practice in Developmental Disabilities and Pediatric Conditions.....	2.5
OTA 152 Introduction to Clinical Practice in Pediatric Conditions .....	.5
OTA 120 Fundamentals of Occupational Therapy Assistant Practice .	3
OTA 131 Occupational Therapy Theory and Process in Psychosocial Dysfunction .....	5
OTA 132 Introduction to Clinical Practice in Psychosocial Dysfunction <sup>1</sup>	1
OTA 140 Theoretical Foundations of Physical Dysfunction .....	3
OTA 141 Occupational Therapy Process in Physical Dysfunction.....	4
OTA 142 Introduction to Clinical Practice in Physical Dysfunction.....	1
OTA 121 Contemporary Models of Practice in Occupational Therapy .....	2
OTA 160 Field Work Level II for the Occupational Therapy Assistant..	6
OTA 161 Field Work Level II for the Occupational Therapy Assistant..	6

**Allied Health Course**

AH 106 Communication for Allied Health Careers.....	2 <sup>3</sup>
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**General Education and Science Courses Required for the OTA Program:**

ENGWR 300 College Composition (3) .....	3
or ENGWR 480 Honors College Composition (3)	
NUTRI 300 Nutrition (3) .....	3
or NUTRI 480 Nutrition Honors (3) or FCS 340 Nutrition (3) or FCS 480 Nutrition Honors (3) or HEED 300 Health Science (3)	
CISC 300 Computer Familiarization .....	1
PSYC 300 General Principles (3).....	3 <sup>4</sup>
or PSYC 480 Honors General Principles (3)	
SOC 300, Introductory Sociology (3).....	3
or SOC 480 Introductory Sociology - Honors (3) or ANTH 310 Cultural Anthropology (3) or ANTH 481 Honors Cultural Anthropology (3)	

**Total Units Required**

**66 - 73**

<sup>1</sup> Ten year recency required.

<sup>2</sup> ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an Associate Degree or higher.

<sup>3</sup> May be taken prior to official enrollment in the OTA Program.

<sup>4</sup> Ten year recency required.

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of the required program plus the general education requirements. See SCC graduation requirements.



## Occupational Therapy Assistant (OTA)

### OTA 100 Introduction to Occupational Therapy 1 Unit

*Prerequisite:* None.

*Hours:* 18 hours LEC

This course has been designed to provide the student with information needed to determine if occupational therapy (OT) is a suitable career option. The student is introduced to human occupation as participation in everyday life activities. In addition, the course will address how health, wellness, disease, and disability affect engagement in life tasks, and how OT interventions are used to maximize performance within chosen activities. The role of the Occupational Therapy Assistant (OTA) is defined, with explanation of the history of OT as well as current and emerging practice settings. Professional activities, requirements, ethics, and behaviors are also discussed. An observation in an OT clinic is required.

### OTA 110 Functional Biomechanics for the OTA 3 Units

*Prerequisite:* See enrollment limitations

*Corequisite:* OTA 111

*Advisory:* AH 106 with a grade of "C" or better

*Enrollment Limitation:* Enrollment in the Occupational Therapy Assistant Program and completion of BIOL 100, OTA 100, FCS 324 or PSYC 370 and AH 110 with grades of "C" or better and a cumulative GPA of 2.5 in these four (4) courses. Completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA Degree or higher.

*Hours:* 54 hours LEC

In this course, the Occupational Therapy Assistant (OTA) student will explore components of human movement, including joint structure and function, muscle action, motor and reflex development, and balance and sensory influence. In addition to the body structures involved in movement, students will examine the motor and process skills, sensory, and neuromusculoskeletal client factors required for engagement in occupation across the lifespan. As well, students will complete a formal biomechanical activity analysis as it relates to occupational performance.

### OTA 111 Functional Biomechanics Lab for the OTA 1 Unit

*Prerequisite:* See enrollment limitations

*Corequisite:* OTA 110

*Advisory:* AH 106 with a grade of "C" or better

*Enrollment Limitation:* Enrollment in the Occupational Therapy Assistant Program and completion of BIOL 100, OTA 100, FCS 324 or PSYC 370, and AH 110 with grades of "C" or better and a cumulative GPA of 2.5 in these four (4) courses. Completion of ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an AA Degree or higher.

*Hours:* 54 hours LAB

In this course, the Occupational Therapy Assistant (OTA) student will use an analysis and problem-solving approach to functional human movement across the lifespan. Through hands-on laboratory activities, students will develop skills in assessment of client factors affecting engagement in occupations. As well, students will explore basic intervention methods and strategies for remediation of and compensation for biomechanical deficits and impairments.

### OTA 120 Fundamentals of Occupational Therapy Assistant Practice 3 Units

*Prerequisite:* OTA 110/111 and ENGWR 101 or ENGWR 300 with grades of "C" or better.

*Advisory:* AH 106 with a grade of "C" or better

*Hours:* 54 hours LEC

This course will help the student develop knowledge and understanding of the various contexts in which Occupational Therapy (OT) services are provided. Participation in the management of OT services within the scope of the Occupational Therapy Assistant (OTA) is addressed as well. Included is discussion of the principles of management and systems as they relate to providing OT services to individuals and within organizations. Professional responsibilities are examined, with an emphasis on development of professional attitudes and behaviors.

### OTA 121 Contemporary Models of Practice in Occupational Therapy 2 Units

*Prerequisite:* OTA 131 and 132 with grades of "C" or better

*Hours:* 36 hours LEC

Significant changes in health care have resulted in a move away from the medical/institutional models to community-based models. This course will provide the Occupational Therapy Assistant (OTA) student with a foundation of knowledge that will allow the student to pursue practice opportunities in community-based programs. In this course, the student will gain an understanding of the various disciplines involved in community-based programs, the role or potential of OT within these organizations, and funding sources. As well, the student will explore legislative advocacy of OT and community-based services, further developing their professional advocacy skills. The student will perform an analysis of community-based services and resources within their region, identifying the utilization of occupational therapy (OT) within these programs. The student will develop and market educational materials to selected organizations, promoting the potential benefits of OT as an opportunity for program development. Students may be required to participate in field trips as a part of the course.

### OTA 131 Occupational Therapy Theory and Process in Psychosocial Dysfunction 5 Units

*Prerequisite:* OTA 110, 111, AH 106, PSYC 300 (within the last 10 years), and ENGWR 300 or ENGWR 101 with grades of "C" or better.

*Corequisite:* OTA 132

*Hours:* 72 hours LEC; 54 hours LAB

This course examines the role of the Occupational Therapy Assistant (OTA) when working with individuals who have mental health conditions and disregulated behaviors. Students will explore areas of occupation, performance skills, performance patterns, contexts, activity demands, and client factors that affect engagement in occupation throughout the lifespan, and how these are influenced by psychosocial factors. Occupational Therapy (OT) process will be addressed to include an understanding of an occupational profile, analysis of occupational performance, intervention planning and implementation, and methods to elicit therapeutic outcomes. Students will also develop skills in activity analysis and the use of professional literature and resources, as well as an awareness of the theoretical models that influence clinical decision-making.

**OTA 132 Introduction to Clinical Practice 1 Unit  
in Psychosocial Dysfunction**

*Prerequisite:* OTA 132 with a grade of "C" or better; OTA 110, 111, AH 106, PSYC 300 (within the last 10 years) and ENGWR 300 or ENGWR 101 with grades of "C" or better.

*Corequisite:* OTA 131

*Hours:* 54 hours LAB

Through Level I Fieldwork experiences, students will be introduced to clinical practice for individuals with mental health conditions and disregulated behaviors that limit or affect engagement in occupation. As participant observers, students will integrate academic experiences with Occupational Therapy (OT) process in settings serving clients with a variety of psychosocial challenges and degrees of disability. Through interactions with clients and staff, students will develop skills in observation of occupational performance, clinical safety, therapeutic communication and clinical relationships, professional behavior and boundary-setting, and the self-awareness necessary to be a successful OT practitioner. Students will be required to complete 40 hours of clinical fieldwork and attend 14 hours of on-campus discussion group. This course is graded Credit/No Credit. Note: Fieldwork sites may require completion of a physical examination, immunizations, a TB test, and/or current CPR certification for health personnel (level C). Background checks, fingerprinting, and drug screens may also be required. Proof of automobile insurance may be required if driving is involved.

**OTA 140 Theoretical Foundations of 3 Units  
Physical Dysfunction**

*Prerequisite:* OTA 120 with a grade of "C" or better

*Corequisite:* OTA 141 and 142

*Hours:* 54 hours LEC

This course introduces the Occupational Therapy Assistant (OTA) student to neurological, orthopedic, and medical conditions that result in physical disabilities. Students will explore areas of occupation, performance skills, performance patterns, contexts, activity demands, and client factors that affect engagement in occupation throughout the lifespan, and how these are influenced by physical dysfunction. Students will also develop skills in the use of professional literature and resources, as well as an awareness of the theoretical models that influence clinical decision-making.

**OTA 141 Occupational Therapy Process in 4 Units  
Physical Dysfunction**

*Prerequisite:* OTA 131 and 132 with grades of "C" or better

*Corequisite:* OTA 140 and 142

*Hours:* 54 hours LEC; 54 hours LAB

This course examines the role of the Occupational Therapy Assistant (OTA) when working with individuals who have orthopedic, neurological, or medical conditions. Occupational Therapy (OT) process will be addressed, to include an understanding of an occupational profile, analysis of occupational performance, as well as intervention planning, implementation, and approaches. Students will also develop skills in selected assessments, clinical documentation, and the selection and use of therapeutic activities and media to elicit engagement in occupation and therapeutic outcomes.

**OTA 142 Introduction to Clinical Practice 1 Unit  
in Physical Dysfunction**

*Prerequisite:* OTA 131 and 132 with grades of "C" or better

*Corequisite:* OTA 141

*Hours:* 54 hours LAB

Through Level I Fieldwork experiences, students will be introduced to clinical practice for individuals with physical disabilities that limit or affect engagement in occupation. As participant observers, students will integrate academic experiences with Occupational Therapy (OT) process in settings serving clients with a variety of physical challenges and degrees of disability. Through interactions with clients and staff, students will develop skills in observation of occupational performance, clinical safety, therapeutic communication and clinical relationships, professional behavior and boundary-setting, and the self-awareness necessary to be a successful OT practitioner. Students will be required to complete 40 hours of clinical fieldwork and attend 14 hours of on-campus discussion group. This course is graded Credit/No Credit. Note: Fieldwork sites may require completion of a physical examination, immunizations, a TB test, and/or current CPR certification for health personnel (level C). Background checks, fingerprinting, and drug screens may also be required. Proof of automobile insurance may be required if driving is involved.

**OTA 150 Occupational Therapy Process 2.5 Units  
and Practice in Developmental  
Disabilities and Pediatric  
Conditions**

*Prerequisite:* See enrollment limitations

*Corequisite:* OTA 152

*Enrollment Limitation:* Enrollment in the Occupational Therapy Assistant Program and completion of BIO 100, OTA 100, AH 110, FCS 324 or PSYC 370 with grades "C" or better and a cumulative GPA of 2.5 in these four (4) courses. Completion of ENGRD 110 with a grade of "C" or better or placement in ENGRD 310 through the SCC placement process.

*Hours:* 36 hours LEC; 27 hours LAB

This course introduces developmental disabilities and common conditions of children referred for occupational therapy treatment. The scope of occupational therapy, the types of practice settings, and the role of the occupational therapy assistant in pediatrics and developmental disabilities are also covered. Common frames of references, evaluation tools and procedures, and intervention strategies used in pediatric occupational therapy practice are presented.

**OTA 152 Introduction to Clinical Practice .5 Unit  
in Pediatric Conditions**

*Prerequisite:* See enrollment limitations

*Corequisite:* OTA 150

*Enrollment Limitation:* Enrollment in the Occupational Therapy Assistant Program and completion of BIOL 100, OTA 100, FCS 324 or PSYC 370, and AH 110, with grades of "C" or better and a cumulative GPA of 2.5 in these four (4) courses. Completion of ENGRD 110 with a grade of "C" or better or placement in ENGRD 310 through the SCC placement process.

*Hours:* 27 hours LAB

Through Level I Fieldwork experiences, students will be introduced to clinical practice for individuals with pediatric or developmental conditions that limit or affect engagement in occupation. As participant observers, students will integrate academic experiences with Occupational Therapy (OT) process in settings serving clients with a variety of occupational challenges and degrees of disability. Through interactions with clients and staff, students will develop skills in observation of occupational performance, clinical safety, therapeutic communication and clinical relationships, professional behavior and boundary-setting, and the self-awareness necessary to be a successful OT practitioner. Students will be required to complete 20 hours of clinical fieldwork and attend 7 hours of on-campus discussion group. This course is graded Credit/No Credit. Note: Fieldwork sites may require completion of a physical examination, immunizations, a TB test, and/or current CPR certification for health personnel (level C). Background checks, fingerprinting, and drug screens may also be required. Proof of automobile insurance may be required if driving is involved.

**OTA 160 Field Work Level II for the Occupational Therapy Assistant 6 Units**

*Prerequisite:* OTA 131 and 132 with grades of "C" or better

*Hours:* 360 hours LAB

This course concentrates on the application of knowledge and skills for the occupational therapy assistant student. The student is placed in a supervised fieldwork setting, which provides the student with the opportunity for carrying out professional responsibility with appropriate supervision and professional role modeling. Students complete 360 hours of supervised fieldwork in a facility working with clients/patients with physical and/or psychosocial dysfunction. Students will be placed in two distinctly different clinical settings for OTA 160 and OTA 161 in order to experience a broad range of clinical expectations and scenarios, while progressively refining and advancing skills from one course to the next. Fieldwork sites are assigned by the fieldwork coordinator. Regularly scheduled seminars with the academic instructor and peers, in which attendance is mandatory, are included as a part of the 360 hours. This course is graded Credit/No Credit. Note: Fieldwork sites may require completion of a physical examination, immunizations, a TB test, and/or current CPR certification for health personnel (level C). Background checks, fingerprinting, and drug screens may also be required. Proof of automobile insurance may be required if driving is involved.

**OTA 161 Field Work Level II for the Occupational Therapy Assistant 6 Units**

*Prerequisite:* OTA 121, 141, and 142 with grades of "C" or better

*Hours:* 360 hours LAB

This course concentrates on the application of knowledge and skills for the occupational therapy assistant student. The student is placed in a supervised fieldwork setting, which provides the student with the opportunity for carrying out professional responsibility with appropriate supervision and professional role modeling. Students complete 360 hours of supervised fieldwork in a facility working with clients/patients with physical and/or psychosocial dysfunction. Students will be placed in two distinctly different clinical settings for OTA 160 and OTA 161 in order to experience a broad range of clinical expectations and scenarios, while progressively refining and advancing skills from one course to the next. Fieldwork sites are assigned by the fieldwork coordinator. Regularly scheduled seminars with the academic instructor and peers, in which attendance is mandatory, are included as a part of the 360 hours. This course is graded Credit/No Credit. Note: Fieldwork sites may require completion of a physical examination, immunizations, a TB test, and/or current CPR certification for health personnel (level C). Background checks, fingerprinting, and drug screens may also be required. Proof of automobile insurance may be required if driving is involved.

**OTA 295 Independent Studies in Occupational Therapy Assistant 1-3 Units**

*Prerequisite:* None

*Hours:* 54 hours LEC

This course allows an individual student to study, research, and participate in clinical or community activities beyond the scope of regularly offered classes, pursuant to an agreement among the college, faculty members, and the student.

**OTA 299 Experimental Offering in Occupational Therapy Assistant .5-4 Units**

*Prerequisite:* None

*Hours:* 72 hours LEC

This is an experimental course offering designed to provide students with coursework not normally offered by the Occupational Therapy Assistant Program. Course topics will be structured around new and emerging issues related to the field of occupational therapy.

## Philosophy

## PHIL

## Division of Humanities and Fine Arts

Chris Iwata, Dean

Performing Arts Center 137

916-558-2551

**PHIL 300 Introduction to Philosophy 3 Units***Prerequisite: None.**Advisory: ENGWR 101; ENGWR 101 with a grade of "C" or better, or by the assessment process.**General Education: AA/AS Area II(b); AA/AS Area I; CSU Area A3; CSU Area C2; IGETC Area 3B**Course Transferable to UC/CSU**Hours: 54 hours LEC*

This course will apply critical thinking techniques of analysis and evaluation to the methods, arguments, and positions of several philosophers on topics such as human freedom, the belief in God, the nature and limits of scientific knowledge, natural rights, the nature of the State, and the basis of moral judgments.

**PHIL 310 Introduction to Ethics 3 Units***Prerequisite: None.**General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B**Course Transferable to UC/CSU**Hours: 54 hours LEC*

This course introduces the student to classical and contemporary ethical theories and their application to a variety of contemporary moral issues such as capital punishment, animal rights, affirmative action, abortion, euthanasia, torture, and same-sex marriage.

**PHIL 320 Logic and Critical Reasoning 3 Units***Prerequisite: None.**General Education: AA/AS Area II(b); CSU Area A3**Course Transferable to UC/CSU**Hours: 54 hours LEC*

Logic and critical reasoning provides instruction on the tools needed to be an effective rational person. The student will learn to identify premises and conclusions in arguments and to identify cogent inductive arguments and valid deductive arguments. Special emphasis is placed on recognizing and overcoming perceptual and cognitive errors and biases that hinder the ability to think critically. The standards of critical thinking and logic will be discussed in terms of their historical development and their cultural impact on society.

**PHIL 322 Critical Thinking About the Paranormal 3 Units***Prerequisite: ENGWR 300 with a grade of "C" or better**General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B**Course Transferable to UC/CSU**Hours: 54 hours LEC*

The primary emphasis of this course is on learning to evaluate the experience of paranormal phenomena using fundamental principles of critical thinking and logical analysis. The need for scientific experiments testing paranormal claims is explained, as are the logical requirements and limitations of such experiments and the inherent difficulties of meeting those requirements. Students will write a minimum of 8,000 words divided among at least five essays, all of which require research.

**PHIL 325 Symbolic Logic 3 Units***Prerequisite: None.**Advisory: ENGWR 101 with a grade of "C" or better, or placement by the assessment process.**General Education: AA/AS Area II(b); CSU Area A3**Course Transferable to UC/CSU**Hours: 54 hours LEC*

This course is an introduction to the nature of deductive systems of logic and their application. Students will learn to evaluate argument forms for validity and soundness. This course is recommended for students of the sciences, computer programming, mathematics, and philosophy.

**PHIL 328 Critical Reasoning and Composition 3 Units***Prerequisite: ENGWR 300 with a grade of "C" or better**General Education: AA/AS Area II(b); CSU Area A3**Course Transferable to CSU**Hours: 54 hours LEC*

This course is an introduction to logic and critical reasoning with an emphasis on writing. Issues for writing will be drawn from areas of philosophy such as ethics, social and political philosophy, and philosophy of religion. Students will develop skills in evaluating unsupported claims, identifying arguments, evaluating deductive and inductive reasoning, and identifying informal fallacies. These skills will then be applied to readings in philosophy and used to inform the student's own written compositions.

**PHIL 330 History of Classical Philosophy 3 Units***Prerequisite: None.**Advisory: Completion of ENGWR 101 with a "C" or better**General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B**Course Transferable to UC/CSU**Hours: 54 hours LEC*

This course is a study of the origin and development of Western philosophy from the period of the ancient Greeks and Romans. The course is recommended for all philosophy, history, and humanities majors.

**PHIL 331 History of Modern Philosophy 3 Units***Prerequisite: None.**Advisory: ENGWR 300 with a grade of "C" or better.**General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B**Course Transferable to UC/CSU**Hours: 54 hours LEC*

This course is a study of the development of Western philosophy from the period the Renaissance through the period of modern Europe and America. The course is recommended for all philosophy, history, and humanities majors.

**PHIL 333 J.R.R. Tolkien, C.S. Lewis, Charles Williams and Romantic Idealism and the Meaning of Life 3 Units**

*Prerequisite:* None.  
*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course focuses on the philosophy of literature. J.R.R. Tolkien, C.S. Lewis, Charles Williams, and the medieval grail myths will be the literary basis for philosophic issues and discussion. Plato, neoplatonism, and Romantic Idealism will be the basis for concepts in metaphysics and aesthetics. This will include concepts of myth, art, Tibetan metaphysics/magic, and fairy tales, as well as concepts of beauty and eros.

**PHIL 338 Contemporary Philosophy 3 Units**

*Prerequisite:* None.  
*Advisory:* Completion of ENGWR 101 with a "C" or better  
*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is recommended for students interested in an introduction to philosophy with a focus on existential concerns, such as alienation, authenticity, anxiety, and on problems in the philosophy of mind and language, such as the structure of consciousness and the meaning of "meaning" and language games.

**PHIL 352 Introduction to World Religions 3 Units**

*Prerequisite:* None.  
*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is an introductory survey of selected world religions. Emphasis is on the origins, beliefs, and interpretations of philosophical concepts underlying Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, Islam, African, and Native American religions. Major topics include ideas of revelation, mysticism, religious myths, worship, and ritual.

**PHIL 353 Religions of the Far East 3 Units**

*Prerequisite:* None.  
*Advisory:* ENGWR 101 with a grade "C" or better  
*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is an introduction to the major religions of the Far East: Hinduism, Jainism, Buddhism, Sikhism, Taoism, Confucianism, Shintoism, and Sufism. The origins, myths, basic teachings, development, and modern forms of each religion will be surveyed through comparison and contrast with each other in order to clarify religious concepts and practices. The influences of these religions on Western cultures will be examined.

**PHIL 354 Religions of the West 3 Units**

*Prerequisite:* None.  
*Advisory:* ENGWR 300  
*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

Study of the origins, history, development, important teachings, mythology, and modern forms of the major Western religions--Judaism, Christianity, and Islam. Zoroastrianism, a forerunner of these, will also be examined in detail. In order to clarify concepts and practices, comparison and contrast with other religions will be used as a basis for discussion. The influences of these religions on the Western world will be identified and examined.

**PHIL 368 Law, Justice, and Punishment 3 Units**

*Prerequisite:* None.  
*General Education:* AA/AS Area V(b); AA/AS Area I; CSU Area C2; CSU Area D8; IGETC Area 3B  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course introduces the student to the historical, cultural, legal, and philosophical development in American culture of (1) abstract principles such as rights, justice, the nature of law, freedom of speech, equal protection of the law, and following precedent; and (2) theoretical issues such as statutory and constitutional interpretation, utilitarian and retributive theories of punishment, and justice as fairness; and (3) practices such as the exclusionary rule, plea bargaining, and the insanity defense.

**PHIL 480 History of Classical Philosophy - Honors 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B  
*Enrollment Limitation:* Eligibility for the Honors Program  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course is a study of the origin and development of Western philosophy from the period of the ancient Greeks and Romans. The course is recommended for all philosophy, history, and humanities majors. This honors section uses an intensive instructional methodology designed to challenge motivated students.

**PHIL 481 History of Modern Philosophy - Honors 3 Units**

*Prerequisite:* ENGWR 101 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area I; CSU Area C2; IGETC Area 3B  
*Enrollment Limitation:* Eligibility for the Honors program.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course examines, analyzes, and critically evaluates key philosophical works from Descartes to Kant. In addition, this honors course uses an intensive instructional methodology designed to challenge motivated students.

**PHIL 482      Law, Justice, and                      3 Units**  
**Punishment - Honors**

*Prerequisite: None.*

*General Education: AA/AS Area V(b); AA/AS Area I; CSU Area C2; CSU Area D8; IGETC Area 3B*

*Enrollment Limitation: Eligibility for the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course introduces the student to the historical, cultural, legal, and philosophical development in American culture of (1) abstract principles such as rights, justice, the nature of law, freedom of speech, equal protection of the law, and following precedent; and (2) theoretical issues such as statutory and constitutional interpretation, utilitarian and retributive theories of punishment, and justice as fairness; and (3) practices such as the exclusionary rule, plea bargaining, and the insanity defense.

**PHIL 495      Independent Studies in                      1-3 Units**  
**Philosophy**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**PHIL 499      Experimental Offering in                      .5-4 Units**  
**Philosophy**

*Prerequisite: None*

*Advisory: Eligibility for ENGWR 300; one or more courses in philosophy with a grade of "C" or better.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

Experimental offerings in Philosophy 499 will encompass topics from the following areas: (a) knowledge and existence, (b) self and mind, (c) philosophy and the arts, (d) norms and politics, (e) philosophy of the East and West, (f) philosophical literature and myths, (g) science and human nature, and (h) specific ideas of individual philosophies. The course may be repeated for credit providing there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

# Photography

# PHOTO

## Degree:

A.A. - Photography

## Division of Advanced Technology

Donnetta Webb, Dean

Technology 106

916-558-2491

## Certificates of Achievement:

Commercial and Magazine Photography

Visual Journalism

Portrait and Wedding Photography

Photography

Stock Photography

## Photography

### Associate of Arts Degree

#### Program Information

The Photography program provides students the opportunity to prepare for entry level positions as a press photographers, photo-journalists, portrait photographers, freelance photographers, editorial photographers, photo-lab technicians, and for positions in other career fields that utilize photography techniques. Students may also pursue transfer to a university program to further their study of photography.

#### Transfer Students

Students planning to prepare for a four-year degree in Photography should consult the lower division requirements of the university to which they plan to transfer.

#### Career Opportunities

Career Opportunities include Studio Photography; Portrait & Wedding Photography; Photographic Lab Technician; Photojournalism; Industrial or Architectural Photography.

#### Recommended High School Preparation

Students should take courses in art, English, journalism, basic photography, graphic arts.

#### Costs

In addition to the normal student expenses (for textbooks, personal equipment, and supplies) digital print materials fees may be required. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

#### Upon completion of this program, the student will be able to:

- describe technical and aesthetic qualities of successful photographs.
- produce photographs using various camera, film, and digital methods.
- demonstrate a thorough knowledge of current computer software and digital imaging skills as they apply to photography.
- produce photographs using photographic papers and various digital media outputs.
- describe successful working relationships with clients and subjects.
- survey history, careers, styles, and trends in professional photography.
- develop pre-production shoot and planning methods.
- execute shoot production in both the studio and on location.
- demonstrate post production technical and creative solutions.
- develop a marketing plan, materials, and support process.
- develop a small business plan and organizational structure.

#### Required Program for the Degree

#### Units

PHOTO 302 Beginning Digital Photography .....	3
PHOTO 312 Intermediate Digital Photography .....	3
PHOTO 280 Portfolio Development.....	2 - 4
PHOTO 210 Photography Business.....	3
PHOTO 340 Careers in Photography .....	3
PHOTO 350 Photojournalism (3 - 4) 3 - 4	
or JOUR 360 Photojournalism (3)	
PHOTO 390 Studio Lighting Techniques (3 - 4) .....	3 - 4
or PHOTO 370 Portraiture and Wedding Photography (3)	
PHOTO 380 Multimedia Capture I (3).....	3
or JOUR 364 Multimedia Capture I (3)	
PHOTO 410 Advanced Digital Imaging .....	3

#### Total Units Required

26 - 30

#### Suggested Electives

PHOTO 370, 372, 390, 392, 400, 410; ART 300, BUS 300, ENGWR 384; GCOM 330; JOUR 300, 402

#### Associate in Arts (A.A.) Degree

The Associate in Arts degree may be obtained by completion of required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Photography

### Certificate of Achievement

#### Program Information

The photography certificate program is designed for students who want to enter a career path in photography or learn basic photographic skills to enhance their current vocation.

#### Recommended High School Preparation

Students should take courses in art, English, journalism, basic photography, graphic arts.

#### Costs

In addition to the normal student expenses (for textbooks, personal equipment, and supplies) digital print materials fees may be required. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Upon completion of this program, the student will be able to:**

- produce photographs using various camera, film and digital methods.
- demonstrate a thorough knowledge of current computer software and digital imaging skills as they apply to photography.
- produce photographs using photographic papers and various digital output.
- execute a wide range of darkroom/digital darkroom techniques and processes.
- develop a marketing plan, materials, and support process.
- develop a small business plan and organizational structure.

**Required Courses****Units**

PHOTO 280 Portfolio Development.....	2 - 4
PHOTO 302 Beginning Digital Photography.....	3
PHOTO 312 Intermediate Digital Photography.....	3
PHOTO 210 Photography Business.....	3

A minimum of 3 units from the following:..... 3

PHOTO 271 Color Management (1.5)	
PHOTO 402 Digital Asset Management with Aperture & Photoshop Lightroom (1.5)	
PHOTO 390 Studio Lighting Techniques (3 - 4)	
PHOTO 350 Photojournalism (3 - 4)	
PHOTO 395 Stock Photography I (3)	
PHOTO 410 Advanced Digital Imaging (3)	
PHOTO 380 Multimedia Capture I (3)	
PHOTO 400 Digital Imaging (3)	
PHOTO 490 Assignment Photography (0.5 - 4)	
PHOTO 372 Advanced Portrait Photography (3)	
PHOTO 406 High Dynamic Range Imaging "HDRI" (3)	
JOUR 364 Multimedia Capture I (3)	
JOUR 360 Photojournalism (3)	

**Total Units Required****14 - 16****Certificate of Achievement**

The Certificate may be obtained by completion of the required courses with grades of "C" or better.

**Commercial and Magazine Photography****Certificate of Achievement****Program Information**

The Commercial and Magazine Photography certificate prepares students for careers in the wide range of commercial photography applications including editorial (magazine), product, food, and studio photography. This concentration develops a broad set of skills that can be applied to a broad range of career fields.

Students will use strobe equipment to learn lighting techniques, work with professionals in the field, and design their own portfolios. Business strategies, self promotion, and work-flow methods will also be covered.

**Recommended High School Preparation:**

Students should take courses in art, English, journalism, basic photography, and graphic arts.

**Costs**

In addition to the normal student expenses (for textbooks, personal equipment and supplies) digital print materials fees may be required. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Upon completion of this program, the student will be able to:**

- demonstrate advanced camera functions and techniques associated with their use.
- demonstrate a thorough knowledge of current computer software and digital imaging skills as they apply to photography.
- execute a wide range of technical and creative lighting solutions.
- develop and expand a personal style with pre-visualization conceptualization skills.
- apply shooting production skills in both the studio and on location.
- develop a small business plan and organizational structure.
- develop a marketing plan, materials, and support process.

**Required Program****Units**

PHOTO 302 Beginning Digital Photography.....	3
PHOTO 312 Intermediate Digital Photography.....	3
PHOTO 210 Photography Business.....	3
PHOTO 212 Marketing & Self-Promotion for Photographers.....	3
PHOTO 390 Studio Lighting Techniques.....	3 - 4
PHOTO 392 Commercial and Advertising Photography.....	3 - 4

A minimum of 6 units from the following:..... 6

PHOTO 280 Portfolio Development (2 - 4)

A minimum of 9 units from the following:..... 9

PHOTO 271 Color Management (1.5)	
PHOTO 402 Digital Asset Management with Aperture & Photoshop Lightroom (1.5)	
PHOTO 390 Studio Lighting Techniques (3 - 4)	
PHOTO 280 Portfolio Development (2 - 4)	
PHOTO 395 Stock Photography I (3)	
PHOTO 410 Advanced Digital Imaging (3)	
PHOTO 490 Assignment Photography (0.5 - 4)	
PHOTO 400 Digital Imaging (3)	
PHOTO 340 Careers in Photography (3)	
PHOTO 372 Advanced Portrait Photography (3)	
PHOTO 406 High Dynamic Range Imaging "HDRI" (3)	
PHOTO 392 Commercial and Advertising Photography (3 - 4)	
JOUR 360 Photojournalism (3)	
or PHOTO 350 Photojournalism (3 - 4)	
JOUR 364 Multimedia Capture I (3)	
or PHOTO 380 Multimedia Capture I (3)	
JOUR 365 Multimedia Capture II (3)	
or PHOTO 381 Multimedia Capture II (3)	

**Total Units Required****33 - 35****Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Visual Journalism****Certificate of Achievement****Program Information**

The Visual Journalism certificate provides students the opportunity to fully prepare themselves for entry-level positions as multimedia photographers in the journalism field. Students will complete courses in both the Journalism and Photography programs with an emphasis on building a multimedia journalistic portfolio.

**Transfer Students**

Students planning to prepare for a four-year degree in Photography should consult the lower division requirements of the university to which they plan to transfer.



**Recommended High School Preparation**

Students planning to prepare for a four-year degree in Photography should consult the lower division requirements of the university to which they plan to transfer.

**Costs**

In addition to the normal student expenses (for textbooks, personal equipment and supplies) digital print materials fees may be required. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Upon completion of this program, the student will be able to:**

- describe technical and aesthetic qualities of successful photojournalistic photographs.
- demonstrate a thorough knowledge of current computer software and digital imaging skills as they apply to photojournalism.
- produce photographs using various digital camera methods.
- create a portfolio and related materials for employment.
- demonstrate an understanding of and proficiency in multimedia storytelling.
- analyze content of newspapers, magazines, and online media.
- produce news and feature photographs/multimedia content for publication in a newspaper, magazine, or online publication.
- apply principles of audience and journalistic ethics to his or her photography/multimedia content, especially as they relate to gender, ethnicities, and culture.
- demonstrate understanding of the fundamentals of mass media theories, concepts, and practices as they relate to gender, ethnicities, and cultural constructs.
- demonstrate understanding of journalistic writing style and reporting.

**Required Program**

**Units**

PHOTO 302 Beginning Digital Photography .....	3
PHOTO 312 Intermediate Digital Photography .....	3
PHOTO 380 Multimedia Capture I (3).....	3
or JOUR 364 Multimedia Capture I (3)	
JOUR 300 Newswriting and Reporting.....	3
JOUR 310 Mass Media and Society.....	3
A minimum of 6 units from the following:.....	6
PHOTO 350 Photojournalism (3 - 4)	
JOUR 360 Photojournalism (3)	
A minimum of 6 units from the following:.....	6
JOUR 406 Online Production (3)	
<b>Total Units Required</b>	<b>27</b>

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

**Portrait and Wedding Photography**

**Certificate of Achievement**

**Program Information**

The Portrait and Wedding Certificate will provide photographic skills, visual aesthetics and small business foundations to establish a portrait photography studio or work as a photographer or manager in a larger studio. Areas covered include personal/family portraiture, wedding and event photography. Students will learn techniques to pose and work with models and clients, use strobe equipment and available lighting techniques, work with professionals in the field, and design their own portfolio. Business strategies, self promotion, and work-flow methods will also be covered.

**Recommended High School Preparation**

Students should take courses in art, English, journalism, basic photography, graphic arts.

**Costs**

In addition to the normal student expenses (for textbooks, personal equipment and supplies) digital print materials fees may be required. These fees may vary each semester. If these fees create a financial burden, students should consult the Financial Aid Office for possible assistance.

**Upon completion of this program, the student will be able to:**

- demonstrate advanced camera functions and techniques associated with their use.
- demonstrate a thorough knowledge of current computer software and digital imaging skills as these apply to photography.
- execute a wide range of technical and creative lighting solutions.
- develop and expand a personal style with pre visualization conceptualization skills.
- survey history, careers, styles, and trends in professional portraiture and wedding photography.
- develop a small business plan and organizational structure.
- develop a marketing plan, materials, and support process.
- demonstrate post-production technical and creative solutions for wedding packages.

**Required Program**

**Units**

PHOTO 302 Beginning Digital Photography .....	3
PHOTO 312 Intermediate Digital Photography .....	3
PHOTO 390 Studio Lighting Techniques.....	3 - 4
PHOTO 370 Portraiture and Wedding Photography.....	3
PHOTO 210 Photography Business .....	3
PHOTO 212 Marketing & Self-Promotion for Photographers.....	3
A minimum of 6 units from the following:.....	6
PHOTO 280 Portfolio Development (2 - 4)	
A minimum of 9 units from the following:.....	9
PHOTO 271 Color Management (1.5)	
PHOTO 402 Digital Asset Management with Aperture & Photoshop Lightroom (1.5)	
PHOTO 390 Studio Lighting Techniques (3 - 4)	
PHOTO 280 Portfolio Development (2 - 4)	
PHOTO 395 Stock Photography I (3)	
PHOTO 410 Advanced Digital Imaging (3)	
PHOTO 490 Assignment Photography (0.5 - 4)	
PHOTO 400 Digital Imaging (3)	
PHOTO 340 Careers in Photography (3)	
PHOTO 372 Advanced Portrait Photography (3)	
PHOTO 406 High Dynamic Range Imaging “HDRI” (3)	
JOUR 360 Photojournalism (3)	
or PHOTO 350 Photojournalism (3 - 4)	
JOUR 364 Multimedia Capture I (3)	
or PHOTO 380 Multimedia Capture I (3)	
JOUR 365 Multimedia Capture II (3)	
or PHOTO 381 Multimedia Capture II (3)	
<b>Total Units Required</b>	<b>33 - 34</b>

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of “C” or better.

## Stock Photography Certificate of Achievement

### Program Information

The stock photography program is designed for students who want to enter a career path in the field of stock photography. The program will explore and introduce students to the creative, technical, and unique business aspects of Stock Photography as they pertain to self promotion and a specialized web presence. Students will learn about getting started in stock photography, defining a creative style, shooting images that sell, working with stock agencies, using Stock Photography specific software, and understanding the stock image enhancement work flow with Adobe Photoshop. Business strategies and self-promotion will also be covered.

### Upon completion of this program, the student will be able to:

- use a variety of traditional and digital cameras.
- determine the requirements of the day-to-day operations of the stock photographic business.
- define career options in stock photography.
- define business goals and self promotion strategies.
- create a personal portfolio of images that display expertise in stock photography.
- set up strobe lighting and available lighting to effectively illustrate stock photography subjects.

### Required Program

PHOTO 301 Beginning Photography (3).....	3
or PHOTO 302 Beginning Digital Photography (3)	
PHOTO 310 Intermediate Photography (3).....	3
or PHOTO 312 Intermediate Digital Photography (3)	
PHOTO 395 Stock Photography I .....	3
PHOTO 396 Stock Photography II .....	3
PHOTO 390 Studio Lighting Techniques .....	3 - 4
PHOTO 340 Careers in Photography .....	3
PHOTO 280 Portfolio Development.....	2 - 4
PHOTO 350 Photojournalism (3 - 4).....	3 - 4
or JOUR 360 Photojournalism (3)	

**Total Units Required** **23 - 27**

### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Photography (PHOTO)

### PHOTO 210 Photography Business 3 Units

*Prerequisite:* PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Advisory:* BUS 300 with a grade of "C" or better.

*Hours:* 54 hours LEC

This course is designed to prepare students for starting and operating a photography business. The course introduces students to current industry business practices and local regulations for starting and operating a photography business. Topics include necessary operating permits and licenses, studio locations vs. working from home, business plan development, insurance options, taxes, pricing services, renting equipment, and negotiating photography fees. The student will also develop and prepare a three-year photography business plan as a final project.

### PHOTO 212 Marketing & Self-Promotion 3 Units for Photographers

*Prerequisite:* PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Advisory:* BUS 212 or MKT 314 with a grade of "C" or better.

*Hours:* 54 hours LEC

This course is designed to prepare students in the latest practices and strategies of marketing and self-promotion specifically for the business of photography. The course introduces students to current industry marketing concepts and the development of a personal marketing plan. Topics include marketing basics, branding, goal setting, researching clients, budgeting annual promotions, and marketing through industry organizations. Self-promotion through the Internet, email, blogging, direct mail, print advertising, and viral marketing using social networks will also be covered. Students will also develop a professional website and choose an online photo management product appropriate for their field of photography. This course may be taken two times for credit if a new version of web hosting products has been developed.

### PHOTO 266 Location Photography 2 Units

*Prerequisite:* None.

*Hours:* 18 hours LEC; 54 hours LAB

Students will participate in either a landscape or cityscape photography workshop emphasizing a geographic region. The course will include a variety of topics in traditional and digital photography including camera formats, working on location, and pre-production planning of location photography. This course may be taken four times for credit providing a different course topic is taken. Students will be responsible for all of their own photographic expenses, and may incur additional fees for transportation, lodging, food, park fees, and more.

### PHOTO 270 Panorama and QuickTimeVR 3 Units Photography

*Prerequisite:* None.

*Hours:* 36 hours LEC; 54 hours LAB

Students will learn how to shoot, assemble, and produce digital panoramic photographs for output to print, interactive presentations, and delivery to the web. Through lecture, hands-on exercises, and projects, students will create and manipulate images to construct panoramic photographs and interactive QuickTime VR panoramas for presentation and for the web. Topics include the type of equipment, software, and techniques used to optimize images for the successful creation of panoramic photographs, object movies, interactive presentations, and VR panoramas. This course may be taken three times for credit if the version of software being taught has changed.

### PHOTO 271 Color Management 1.5 Units

*Prerequisite:* PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Hours:* 18 hours LEC; 27 hours LAB

This course covers the fundamental principles of color management. Topics include calibration, profile generation, color management in Photoshop, and optimizing and preparing images for output to labs, press, inkjet printers, projectors, and the web. Through lecture, hands-on exercises, quizzes, and projects, students will learn to properly manage color for computers, cameras, and inkjet printers from start to finish. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 274 Digital Photography Basics 1.5 Units**

*Prerequisite:* None.

*Hours:* 18 hours LEC; 27 hours LAB

This is an introductory course to digital photography that covers the creative and technical use of point and shoot cameras, Digital SLR's, exposure control, basic equipment, and simple software tools to catalog, manipulate, and print images. A fee is charged for digital printing.

**PHOTO 280 Portfolio Development 2-4 Units**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Hours:* 36 hours LEC; 108 hours LAB

This course is designed for students wishing to develop their portfolios both for creative and professional purposes. Individual styles, presentation methods, and forums for distribution and exhibition will be emphasized. Topics of discussion will include: developing a personal visual style, self publishing, self-promotion, marketing, displaying images on the web, and editing. The format of the course includes lectures, guest speakers from the industry, lab time, an optional field trip, and critique sessions. This course may be taken four times for credit provided different topics are taken.

**PHOTO 299 Experimental Offering in Photography .5-4 Units**

*Prerequisite:* None

*Hours:* 72 hours LEC; 72 hours LAB

See Experimental Offerings

**PHOTO 301 Beginning Photography 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course combines lectures and hands-on experience in basic black and white photography. Instruction includes camera function, exposure control, film processing, enlarging prints, low light photography, flash photography, and print finishing. Creative camera control techniques and elements of composition will also be taught. This course also has an emphasis of instruction in the historical, social, and personal relationship photography plays in our everyday lives. Class includes lectures, slide presentations, lab time, written tests, an optional field trip, and a portfolio. Students must provide their own adjustable camera and necessary materials.

**PHOTO 302 Beginning Digital Photography 3 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course combines lectures with hands-on experience in digital photography. Instruction includes digital camera function, exposure control, flash photography, technical and creative control, basic computer manipulation of images, digital archiving and digital output options. The format of the class includes lectures, visual presentations, lab time, field trip, exams and a portfolio. Students must provide their own adjustable digital camera and necessary media and materials. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 310 Intermediate Photography 3 Units**

*Prerequisite:* PHOTO 301 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This intermediate course provides instruction in camera and advanced darkroom techniques of black and white photography. Topics of instruction include exposure control, film development, enlarging, composition, daylight and artificial lighting, filters, macro photography, print finishing, and historical advancements of photographic processes. The class includes lectures, visual presentations, lab time, written tests, an optional field trip and a portfolio. Students must have their own adjustable cameras and must provide necessary materials.

**PHOTO 312 Intermediate Digital Photography 3 Units**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This intermediate course combines lectures with hands-on experience in digital photography. Instruction includes advanced digital camera functions, exposure control, flash photography, technical and creative control, computer manipulation of images with Adobe Photoshop, digital archiving, digital output options, and digital print finishing. The format of the class includes lectures, visual presentations, lab time, required field trip, exams, and a portfolio. Students must provide their own adjustable DSLR digital camera and necessary media and materials. A fee is charged for digital printing. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 340 Careers in Photography 3 Units**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed to give students an overview of different careers available in the photographic industry. Fields of study include portraiture, fashion, photojournalism, commercial, and wedding photography. Students are encouraged to pursue their own area of interest through the production of a portfolio and working with professionals in the field. The class includes lectures, slide presentations, lab time, written tests, and could include more than one off campus photography studio visit. Students will also complete a resume, price list, and a final portfolio in traditional film or digital formats. Students must be able supply their own adjustable cameras and related digital equipment and attend any off campus class activities.

**PHOTO 342 Techniques in Photography 1-4 Units**

*Prerequisite:* None.

*Corequisite:* Concurrent enrollment in at least one photography course.

*Course Transferable to CSU*

*Hours:* 216 hours LAB

This course is designed to develop students' skills in both digital and traditional darkroom processes and studio lighting techniques. Students will use the additional lab time in conjunction with a course they currently enrolled in to fully explore the creative and technical elements of the course's assignments. The format of the class includes a final critique session to evaluate the student's progress and achievements in the course. This course may be taken four times for credit providing there is no duplication of topics.

**PHOTO 350 Photojournalism 3-4 Units**

*Prerequisite:* PHOTO 310 and 312 with grades of "C" or better; or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 108 hours LAB

This course provides instruction in photojournalism and magazine techniques in photography. Students will study features, sports, spot news, and the photo essay styles of journalistic photography. Students may work with digital or traditional cameras. Students will also capture and use audio to complete multimedia projects. A beginning, advanced, or magazine style digital portfolio will be completed. Students wishing to photograph for campus publications (Express Newspaper, Mainline Magazine, etc) will complete the four-unit requirement. The course includes lectures, visual presentations, speakers, a required field trip, and lab time. Students will provide their own adjustable camera and related materials. This course may be taken four times for credit if completing the one of the four different course topics.

**PHOTO 370 Portraiture and Wedding Photography 3 Units**

*Prerequisite:* PHOTO 312 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed to train students in the latest photographic techniques and trends used in portraiture and wedding photography fields. Topics include: techniques in studio and on-location lighting, posing people, appropriate use of external flash, professional practices and strategies in wedding protocol, wedding customs, and traditions. Other topics include post processing and digital presentation and retouching techniques used by professional wedding and portrait photographers. The class includes: lectures, lab time, on-location field trips, exams, a journal, and a portfolio geared toward a professional presentation.

**PHOTO 372 Advanced Portrait Photography 3 Units**

*Prerequisite:* PHOTO 312 and 370 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed to give students an in-depth understanding of portraiture. Topics include advanced techniques of lighting and posing,

working with groups and individuals on-location or in studio, use of appropriate cameras formats, professional ethics, and business strategies. Other topics include post processing and digital presentation and retouching techniques used by professional portrait photographers. The class includes: lectures, lab time, on-location field trips, exams, a journal, and a portfolio geared toward a professional presentation.

**PHOTO 380 Multimedia Capture I 3 Units**

*Same As:* JOUR 364

*Prerequisite:* PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an introduction to the basic creative concepts and technical elements of capturing video, audio, and still images to create documentary style multimedia content. Students will explore the creative and technical possibilities of merging these three mediums and the various software used to edit this material. Students will receive practical experience in capturing and editing audio, video and still images with Soundslides, Apple's iMovie, Soundtrack Pro, and Final Cut Pro computer programs. Students will complete a final multimedia project and must supply at least one of the following to complete the class: a video camera or an adjustable still camera in either film or digital formats. The course includes lectures, visual presentations, and lab time. This course may be taken three times for credit if the version of software being taught has changed. Credit may be earned for JOUR 364 or PHOTO 380, but not for both.

**PHOTO 381 Multimedia Capture II 3 Units**

*Same As:* JOUR 365

*Prerequisite:* PHOTO 380 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed to expand on the creative concepts and technical elements of capturing video, audio, and still images to create advanced documentary style multimedia content. Students will study advanced techniques in capturing and editing audio, video, and still images. Students will continue to advance their skills with Soundslides and Apple's iMovie editing programs, but a primary emphasis will be placed on the use of Apple's Final Cut Pro computer program for completing their final project. Students must supply at least one of the following to complete the class: a video camera or an adjustable still camera in either film or digital formats. The course includes lectures, visual presentations, and lab time. This course may be taken three times for credit if the version of software being taught has changed. Credit may be earned for PHOTO 381 or JOUR 365, but not for both.

**PHOTO 390 Studio Lighting Techniques 3-4 Units**

*Prerequisite: PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.*

*Enrollment Limitation: Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 108 hours LAB*

This course is a study in studio lighting techniques used in commercial and editorial photography. Topics of instruction include correct exposure strobe lighting, lighting ratios, and using color correction gels for strobes. Other topics include the use of professional studio equipment, using strobe lighting on location, and studies in composition of commercial photographs. The class includes lectures, visual presentations and discussions, an on-location field trip, lab time, exams, and a final portfolio. This course may be taken three times for credit provided there is no duplication of topics. Students must provide their own adjustable cameras and related instructional materials.

**PHOTO 392 Commercial and Advertising Photography 3-4 Units**

*Prerequisite: PHOTO 312 and 390 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.*

*Enrollment Limitation: Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 108 hours LAB*

This course is an advanced study in studio lighting techniques used in the production of commercial and advertising photography. Topics of instruction include advanced studio and location lighting set-ups, shooting with a specific art direction, and studies in composition and meaning of advertising photographs. Students will capture a variety of industry specific assignments including Food/Beverage, Fashion/Retail, Travel/Leisure, and Consumers products. Commercial post-processing techniques with imaging software will also be discussed. The class includes: lectures, visual presentations and discussions, an on-location field trip, lab time, written tests, and a portfolio geared toward a professional presentation. This course may be taken three times for credit provided there is no duplication of topics. Students must provide their own adjustable cameras and related instructional materials.

**PHOTO 395 Stock Photography I 3 Units**

*Prerequisite: PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by faculty member upon evaluation of photography portfolio.*

*Enrollment Limitation: Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is designed to give students an introduction to the creative, technical, and unique business aspects of Stock Photography. Stock Photography is defined as photography of common landmarks, objects, concepts, people, and events that can be sold and resold for a variety of commercial purposes. Topics of instruction include getting started in stock photography, defining your creative style, shooting images that sell, working with stock agencies, using photoQuoto software, and understanding the stock image enhancement work flow with Adobe Photoshop. Students are encouraged to pursue their own style, subject matter, and markets of interest through the production of a stock portfolio. Students will also work in a variety of shooting environments including studio and remote locations to enhance their technical skills. The class includes lectures, image presentations, an optional field trip, lab time, written tests, a notebook, and a final portfolio. This course may be taken three times for credit if the version of software being taught has changed. Students must supply their own adjustable traditional or digital camera and related materials.

**PHOTO 396 Stock Photography II 3 Units**

*Prerequisite: PHOTO 395 with a grade of "C" or better*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course is designed to expand on the technical, creative, and business aspects acquired in PHOTO 395. Topics of instruction will advance students understanding of the profession of stock photography. Topics include discovering emerging markets, targeting an audience and creative trends, using people professionally in your stock photography, using a stock agent, advance image enhancement with Adobe Photoshop, and changing your style in a changing market. Students are encouraged to pursue new styles, subject matter, and markets of interest through the production of a stock portfolio. Students will continue to shoot in a variety of new environments to enhance their developing technical skills. The class includes lectures, image presentations, an optional field trip, lab time, written tests, a notebook, and a final portfolio. This course may be taken three times for credit if the version of software being taught has changed. Students must supply their own adjustable traditional or digital camera and related materials.

**PHOTO 400 Digital Imaging 3 Units**

*Prerequisite: PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.*

*Enrollment Limitation: Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This is an introductory course in digital imaging. Methods currently used in publishing will be emphasized. The course topics include Adobe Photoshop, page layout, multimedia use for electronic portfolio, use of computers, scanners, and how to develop a digital portfolio. A field trip is included in this course to learn about industry applications. Students must provide their own adjustable cameras and digital materials. A fee is charged for digital printing. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 402 Digital Asset Management with Aperture & Photoshop Lightroom 1.5 Units**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 18 hours LEC; 27 hours LAB

This course covers the fundamentals and real-world principles of digital asset management using Apples Aperture and Adobe Photoshop Lightroom computer programs. Topics include building an efficient photographic work-flow for managing, editing, and archiving digital photographs. Through lecture, hands-on exercises, quizzes, and projects, students will learn to properly manage the most time-consuming and tedious tasks professional digital photographers have to handle from capture to final output. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 406 High Dynamic Range Imaging "HDRI" 3 Units**

*Prerequisite:* PHOTO 302 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is designed to introduce students to the latest photographic technology know as High Dynamic Range Imaging "HDRI". HDRI offers a method and a set of techniques to capture the full range of tones in a scene that replicates the human perception more accurately. Through lecture, hands-on exercises, and projects, students will capture and process images with HDRI software to produce photographs with a level of control that far exceeds conventional digital processing methods. Topics include the type of equipment, software, and techniques used to process images with this technology. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 410 Advanced Digital Imaging 3 Units**

*Prerequisite:* PHOTO 312 with a grade of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Enrollment Limitation:* Students must use a DSLR style camera to complete all course objectives and assignments. Point-and-Shoot cameras are not allowed.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course is an advanced study of digital imaging and alternative digital techniques. Methods currently used in publishing, creative capture, and post-processing of traditional and digital media will be emphasized. The class includes lectures, optional field trip, use of computers, scanners, and a variety of output devices, preparation of a digital portfolio, and printed work. A fee is charged for digital printing. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 415 Advanced Digital Photo Restoration and Retouching 3 Units**

*Prerequisite:* PHOTO 312 or 400 with a grade of "C" or better; or equivalent.

*Course Transferable to CSU*

*Hours:* 36 hours LEC; 54 hours LAB

This course prepares students for professional retouching and restoration of damaged photographs and also for portrait and glamor retouching. Students will learn to use computer software and hardware suited to these purposes. Students are responsible for camera and processing costs. This course may be taken three times for credit if the version of software being taught has changed.

**PHOTO 490 Assignment Photography .5-4 Units**

*Prerequisite:* PHOTO 302 and 312 with grades of "C" or better; equivalent or technical competency determined by a photography department faculty member upon evaluation of photography portfolio.

*Course Transferable to CSU*

*Hours:* 43 hours LEC; 87 hours LAB

This course will introduce career-driven photography students to producing, creating, and completing real-world photography and multimedia projects for non-profit organizations and the Sacramento community. Through lecture, demonstration, client meetings, and brainstorming sessions, students will have the opportunity to develop a portfolio of completed projects. Students will also experience deadlines, the client-photographer relationship, how to set pricing for projects, and strategies for presenting concepts. This course may be taken up to 3 times if there is a change in the production role (Assignment Producer, Photographer, Post-Production Artist).

**PHOTO 492 Media Professional - Production Lab 1-4 Units**

*Same As:* GCOM 492 and JOUR 492

*Prerequisite:* None.

*Advisory:* This course is intended for advanced Graphic Communication, Photography, and Journalism students or those with similar industry experience. The students' equivalence and technical competency will be determined using the standard department procedure.

*Course Transferable to CSU*

*Hours:* 216 hours LAB

This lab course is designed to advise and oversee all Graphic Communication, Photography, and Journalism student projects that are being prepared for publication and broadcast with partnered media outlets. Students will produce, edit, and publish a variety of multimedia content using the latest industry standards. This course will emulate real-world expectations and prepare the student in on-the-job proficiency required of media professionals. Students may be required to work individually or on group projects in various areas, including Web graphics and design, online reporting and writing, or with video and multimedia content. PHOTO 492, GCOM 492 and JOUR 492 may be taken for a total combination of up to three times for credit, for a maximum of 12 units.

**PHOTO 494 Topics in Photography .5-4 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 43 hours LEC; 87 hours LAB*

This course is designed to give students an opportunity to study topics in photography not included in current course offerings. This course may be taken four times for credit providing there is no duplication of topics.

**PHOTO 495 Independent Studies in Photography 1-3 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 36 hours LEC; 54 hours LAB*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Photography offers students a chance to do research and/or experimentation that is more typical of advanced studies in Photography. This course may be taken four times for credit providing there is no duplication of topics.

**PHOTO 498 Work Experience in Photography 1-4 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 216 hours LAB*

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 54 hours of unpaid work experience for one unit. An additional 75 or 54 hours of related work experience is required for each additional unit. This course may be taken up to four times for credit for a maximum of 16 units.

**PHOTO 499 Experimental Offering in Photography .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering

**Physical Education**  
**Please see Kinesiology**

**ADAPT, DANCE, FITNS, KINES, PACT, SPORT, TMACT**

**Kinesiology-Athletic Training, Degree**  
**Kinesiology-Exercise Science, Degree**

**Division of Kinesiology, Health, and Athletics**  
**Mitchell Campbell, Dean/Athletic Director**  
**Hughes Stadium, Section 1B**  
**916-558-2425**

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This section has been renamed and moved. Please refer to Kinesiology for all Physical Education-related degrees and courses.



# Physical Therapist Assistant PTA

**Degree:**  
A.S. - Physical Therapist Assistant

**Division of Science and Allied Health**  
**James Collins, Dean**  
**Mohr Hall 18**  
**916-558-2271**

## Physical Therapist Assistant

Associate of Science Degree

### Program Information

The Physical Therapist Assistant (PTA) program is at the Associate in Science Degree level, which requires completion of the required program plus general education requirements. These include prerequisite courses (14.5 units), PTA courses (33.5 units), Allied Health courses (3 units), and specific general education courses required for the program (9 units). Students must also take additional courses to meet graduation requirements of the college (10-19 units). PTA and Allied Health courses are offered Monday through Thursday in the evening, and are scheduled sequentially for four semesters and one summer session. Supervised clinical work experiences are integrated throughout the program. Introduction to Clinical Practice (PTA 122) requires one full day per week during the second semester of the program. Clinical Practicum I and II (PTA 142 and 152) are each full time 6-week clinical experiences at the end of fall and spring semesters of the second year. Clinical sites are located throughout the greater Sacramento and Northern California region.

### Career Opportunities

This program prepares the student for employment as a physical therapist assistant. Physical therapist assistants work under the supervision of physical therapists in a wide variety of health care settings. These include hospitals, rehabilitation centers, private practices, and skilled nursing and extended care facilities. Physical therapist assistants treat clients with mobility, strength, and coordination disorders in order to improve function, decrease pain, and increase independence. The scope of practice includes activities such as therapeutic exercise, administration of physical modalities, ambulation training, and assisting patients with transfers and functional activities. Physical therapist assistants collect and document data in order to assess whether patients are progressing appropriately within the plan of care determined by the physical therapist.

### Recommended Preparation

High school college preparatory courses including algebra, biology, chemistry, and physiology are recommended. Volunteer work or observational experience in a physical therapy facility is recommended in order to assist students in making a career decision. Medical Language (AH 110) is advised prior to enrollment in the program.

### Enrollment Requirements

Enrollment in the Physical Therapist Assistant program is based on completion of prerequisite courses. Grades of "C" or better and a minimum cumulative GPA of 2.5 are required in the prerequisite courses. Courses taken for Pass/No Pass (formerly Credit/No Credit) will be calculated into GPAs as a "C" grade. Applicants must submit applications and official transcripts to the Science and Allied Health Division. Approximately 30 students are enrolled in the program annually.

Prerequisite courses include:

1. BIOL 430 and 431 (Anatomy and Physiology), or equivalent courses, within 10 years, with grades of "C" or better.
2. PTA 100 (Introduction to Physical Therapist Assistant) and ENGWR 300 (College Composition) or ESLW 340 (Advanced Composition), with grades of "C" or better.
3. ENGRD 110 (Composition Strategies and Vocabulary Development for College), with a grade of "C" or better, or eligibility for ENGRD 310 (Prose Analysis and Interpretation) as determined by the reading assessment process for all applicants who do not have an AA degree or higher.
4. If students have completed all other prerequisites, but have BIOL 431 in progress at the time of application, they will be considered eligible, pending receipt of final grade report.

### Enrollment Process

Applications for enrollment and official transcripts supporting completion of prerequisite courses must be submitted to the Science and Allied Health Division. Enrollment applications and deadlines are available from the Science and Allied Health Division Office (Mohr Hall, Room 18 or 916 558-2271) or the physical therapist assistant program website at <http://www.scc.losrios.edu/x38263.xml>

In the event there are more applicants than spaces available, students who meet the enrollment eligibility requirements will be entered into a random selection pool.

Students accepted for enrollment in the Physical Therapist Assistant Program will be required to provide documentation of a) capability to perform essential job-related functions of a physical therapist assistant; b) completed physical examination and immunizations; c) TB test; d) current professional level CPR certification; and e) first aid certification. Prior to assignment to a clinical experience, students will be required to undergo a criminal background check and an 8-panel drug screen test.

### Accreditation

The Physical Therapist Assistant program is accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association (APTA) through December 31, 2020.

### Licensure

Graduates of this program are eligible for the National Examination for Physical Therapist Assistants. After successful completion of the examination and all requirements of the Physical Therapy Board of California, graduates may be licensed to work as physical therapist assistants in California.

### Additional Information

Informational meetings are held several times each semester and provide prospective students with information on program prerequisites, enrollment processes, and other facts about the program and the field of physical therapy. Current information on program policies and procedures, clinical sites, and data on graduation rates, licensure, and employment may be obtained through the program coordinator. Call (916) 558-2298 or visit the SCC Web Site at <http://www.scc.losrios.edu> and use the pull-down menu to select the Physical Therapist Assistant department.

**Cost of the Program**

The cost of the program includes enrollment fees, which are subject to change. Other estimated costs include: books and supplies \$900.00; physical examination and immunizations \$250.00; malpractice insurance \$40.00; uniforms \$50.00; and application for license examination \$600.00. Students must also plan for travel costs to and from the clinical facilities, many of which are outside the Sacramento area. Some students may need to arrange for housing during full time clinical experiences.

**Transfer Students**

Students from other accredited PTA programs may apply to transfer to the Sacramento City College PTA program. Enrollment depends upon evidence of completion of equivalent academic and clinical course work and on space available in the program.

**Upon completion of this program, the student will be able to:**

- demonstrate ability to apply knowledge of basic anatomy and biomechanics to the study of normal and abnormal human movement.
- discuss etiology, signs, symptoms, prognosis, and general treatment of selected disorders commonly seen in physical therapy.
- demonstrate understanding of the theoretical basis of modalities and procedures used in physical therapy interventions.
- perform in a safe manner that minimizes risk to patients, self, and others.
- conduct self in a responsible manner.
- interact with others in a respectful manner.
- adhere to ethical standards for practice.
- adhere to legal standards for practice.
- communicate in ways that are congruent with situational needs.
- produce documentation to support the delivery of physical therapy services.
- deliver established patient care to reflect respect for and sensitivity to individual differences.
- participate in status judgments within the clinical environment based on the plan of care established by the physical therapist.
- obtain accurate information by performing selected delegated data collection consistent with the plan of care established by the physical therapist.
- discuss the need for modifications to the plan of care established by the physical therapist.
- perform physical therapy interventions in a technically competent manner.
- educate others (patients, families, care givers, staff, students, other health care providers) using relevant and effective teaching methods.
- participate in activities addressing quality of service delivery.
- participate in addressing patient needs for services other than physical therapy.
- manage resources (e.g. time, space, and equipment) to achieve the goals of the clinical setting.
- participate in fiscal management of the physical therapy clinical setting.
- interact with physical therapy aides and other support personnel according to legal standards and ethical guidelines.
- implement a self-directed plan for career development and lifelong learning.
- assist the physical therapist in addressing primary and secondary prevention needs of individuals and groups.

**Required Program**

**Prerequisite Courses**

	<b>Units</b>
PTA 100 Introduction to Physical Therapist Assistant.....	1.5
BIOL 430 Anatomy and Physiology.....	5
BIOL 431 Anatomy and Physiology.....	5
ENGWR 300 College Composition (3)	
or ENGWR 480 Honors College Composition (3)	
or ESLW 340 Advanced Composition (4) .....	3-4
ENGRD 110 Comprehension Strategies and Vocabulary Development For College .....	3 <sup>1</sup>

**First Year, Fall Semester:**

PTA 110 Kinesiology for PTA Students.....	3
PTA 111 Kinesiology Laboratory for PTA Students.....	2
AH 100 Professional Ethics of Health Team Members.....	1

**First Year, Spring Semester:**

PTA 120 Beginning Procedures - Physical Therapy Modalities and Procedures.....	3.5
PTA 121 Disorders I - Selected Disorders Commonly Seen in Physical Therapy .....	3
PTA 122 Introduction to Clinical Practice.....	3

**Summer Session:**

PTA 130 Intermediate Procedures, Physical Therapy Modalities and Procedures.....	1
AH 106 Communication for Allied Health Careers.....	2

**Second Year, Fall Semester:**

PTA 140 Therapeutic Exercise - Exercise Programs, Protocols and Procedures .....	3
PTA 141 Disorders II - Nervous Systems Disorders .....	2
PTA 142 Clinical Practicum I.....	4

**Second Year, Spring Semester:**

PTA 150 Functional Activities & Gait - Activities of Daily Living and Gait Training Techniques .....	3
PTA 151 Advanced Procedures-Advanced Modalities and Treatment Procedures.....	1
PTA 152 Clinical Practicum II.....	4
PTA 153 Professional Issues in Physical Therapy.....	1

**General Education Courses:**

PSYC 370, Human Development: A Life Span (3).....	3
or FCS 324, Human Development: A Life Span (3)	
SOC 300, Introductory Sociology (3) .....	3
or ANTH 310 Cultural Anthropology (3)	
FCS 340, Nutrition (3).....	3
or FCS 480 Nutrition Honors (3)	
or NUTRI 300, Nutrition (3)	
or NUTRI 480 Nutrition Honors (3)	
or HEED 300 Health Science (3)	

**Total Required Units**

**63-64**

<sup>1</sup> ENGRD 110 or eligibility for ENGRD 310 as determined by the reading assessment process for all applicants who do not have an Associate degree or higher.

**Associate in Science (A.S.) Degree**

The Associate in Science Degree may be obtained by completion of all components of the required program, plus general education requirements. See SCC graduation requirements.

## Physical Therapist Assistant (PTA)

### PTA 100 Introduction to Physical Therapist Assistant 1.5 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 340 with a grade of "C" or better  
*Hours:* 27 hours LEC

This course provides an introduction to the field of physical therapy and the role of the physical therapist assistant within the health care delivery system. Definitions of physical therapy, history and development of the profession, and the diverse types of clinical practice and employment settings are explored. The mission and goals of the professional organization, standards of practice, laws and regulations, and licensure requirements are introduced. Students observe examples of physical therapy practice using on-line media resources and submit a written report.

### PTA 110 Kinesiology for PTA Students 3 Units

*Prerequisite:* See enrollment limitations.

*Advisory:* AH 110 and LIBR 318 with grades of "C" or better  
*Enrollment Limitation:* Enrollment into the Physical Therapist Assistant Program and completion of PTA 100, BIOL 430 & 431, and ENGWR 300 (or ESLW 340) with grades of "C" or better, and a cumulative GPA of 2.5 in these courses. Completion of ENGRD 110 with a grade of "C" or better (or eligibility for ENGRD 310, as determined by the reading assessment process) for all applicants who do not have an A.A. Degree or higher.

*Hours:* 54 hours LEC

This course involves developing and utilizing knowledge of the skeletal, articular, muscular, and nervous systems to analyze human posture and movement. Components of joint structure and function, muscle action, balance mechanisms, and sensory influence are applied to analysis of spinal and extremity motions, as well as common functional activities. Kinesiological principles are presented as they apply to the practice of physical therapy, and the roles and responsibilities of the physical therapist assistant. A paper and project are required.

### PTA 111 Kinesiology Laboratory for PTA Students 2 Units

*Prerequisite:* See enrollment limitations.

*Corequisite:* PTA 110

*Enrollment Limitation:* Enrollment into the Physical Therapist Assistant Program and completion of PTA 100, BIOL 430 & 431, and ENGWR 300 (or ESLW 340) with grades of "C" or better, and a cumulative GPA of 2.5 in these courses. Completion of ENGRD 110 with a grade of "C" or better (or eligibility for ENGRD 310, as determined by the reading assessment process) for all applicants who do not have an A.A. Degree or higher.

*Hours:* 108 hours LAB

This course utilizes a problem solving approach to analysis of human movement emphasizing application of kinesiological principles to the field of physical therapy and the role of the physical therapist assistant. Students practice procedures for performing and recording results of palpation, goniometry, tests for flexibility/muscle length, body dimensions, muscle performance, upper extremity coordination, and analysis of posture and gait. Physical therapy procedures such as range of motion, positioning and draping, and body mechanics are introduced. Principles of gross motor, fine motor, and reflex development are included. Students practice skills and activities with each other in a laboratory setting under instructor supervision. A project and class presentation are required.

### PTA 120 Beginning Procedures - Physical Therapy Modalities and Procedures 3.5 Units

*Prerequisite:* PTA 110 and 111 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program

*Hours:* 45 hours LEC; 54 hours LAB

This course introduces the theory and application of physical therapy modalities and procedures to include thermal agents, hydrotherapy, external compression, wound management, transfers and gait training, and utilization of infection control procedures. Students develop skills in gathering data regarding vital signs, functional ability in gait and transfers, pain status, and integumentary integrity. Documentation procedures, including use of medical abbreviations and terminology, are practiced. Through laboratory activities and problem-solving with case studies, students develop skills in utilizing modalities and procedures in comprehensive implementation of the physical therapy plan of care. Class activities may include a field trip.

### PTA 121 Disorders I - Selected Disorders Commonly Seen in Physical Therapy 3 Units

*Prerequisite:* PTA 110 and 111 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 54 hours LEC

This course is designed as an overview of musculoskeletal, cardiovascular, respiratory, renal, endocrine, immune, and integumentary disorders relevant to the practice of physical therapy. Additional topics include: infectious disease, genetic disorders, neoplasms, and the effect of developmental, psychosocial, and cultural factors. Etiology, signs and symptoms, prognosis, and medical/surgical interventions for disorders are surveyed. Approaches to data collection and physical therapy interventions are introduced. Emphasis is placed on utilization of knowledge of medical disorders by physical therapist assistants within the context of implementing a comprehensive plan of care.

### PTA 122 Introduction to Clinical Practice 3 Units

*Prerequisite:* PTA 110 and 111 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 18 hours LEC; 112 hours LAB

This course provides students with the initial opportunity to observe physical therapy practice and perform selected delegated responsibilities with guidance, direction, and supervision. Students complete 56 hours in each of two different clinical settings. Assignments are determined by the program coordinator and may be in acute, sub-acute, out-patient, skilled nursing and rehabilitation, or other type of physical therapy practice. Seminar hours include orientation to the clinical practice setting, discussion of clinical experiences and clinical practice issues, and self assessment of performance. The course is graded on a Pass/No Pass basis.

### PTA 130 Intermediate Procedures, Physical Therapy Modalities and Procedures 1 Unit

*Prerequisite:* PTA 120, 121, and 122 with grades of "C" or better

*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program

*Hours:* 9 hours LEC; 27 hours LAB

This course introduces the theory and application of massage, soft tissue mobilization techniques, biofeedback, and traction utilized by physical therapist assistants. Through laboratory practice and case-based learning activities, students develop skills in utilizing these modalities and procedures in comprehensive implementation of the physical therapy plan of care.

**PTA 140 Therapeutic Exercise - Exercise Programs, Protocols and Procedures 3 Units**

*Prerequisite:* PTA 130 with a grade of "C" or better  
*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 36 hours LEC; 54 hours LAB

This course presents the basic principles of therapeutic exercise and implementation of therapeutic exercise procedures in physical therapy. Approaches to improve range of motion, strength, endurance, balance, coordination, and functional limitations are included. Theories of motor control and motor learning are introduced. Knowledge of kinesiology, medical disorders, and documentation is integrated as students apply therapeutic exercise principles to case-based learning activities that emphasize the role of the physical therapist assistant in implementing a comprehensive physical therapy plan of care. Class activities may include a field trip.

**PTA 141 Disorders II - Nervous System Disorders 2 Units**

*Prerequisite:* PTA 130 with a grade of "C" or better  
*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 36 hours LEC

This course is designed as an overview of central and peripheral nervous system disorders relevant to the practice of physical therapy. Etiology, signs and symptoms, prognosis, and medical/surgical interventions are surveyed. Approaches to physical therapy data collection and interventions are introduced. Emphasis is placed on utilization of knowledge of medical disorders by physical therapist assistants within the context of implementing a comprehensive plan of care.

**PTA 142 Clinical Practicum I 4 Units**

*Prerequisite:* AH 100, AH 106, and PTA 130 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 240 hours LAB

This course provides students with the opportunity to perform delegated patient care responsibilities in a physical therapy clinical setting, with supervision. This is the first full-time clinical assignment during the program. Students complete a clinical affiliation of six weeks (40 hours per week) at a facility assigned by the program. The placement may be in an acute, sub-acute, out-patient, skilled nursing and rehabilitation, or other type of physical therapy practice. Additionally, weekly on-line discussion board participation is required. The course is graded on a Pass/No Pass basis.

**PTA 150 Functional Activities & Gait - Activities of Daily Living and Gait Training Techniques 3 Units**

*Prerequisite:* PTA 140, 141, and 142 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 36 hours LEC; 54 hours LAB

This course presents the application of functional exercise and gait activities, with emphasis on the physical therapist assistant's role in comprehensive treatment of patients with cardiopulmonary disorders, adult or pediatric neurological disorders, or amputation. Data collection activities related to assessing cardiopulmonary status, functional abilities, gait, equipment and assistive devices, and home and community environment are included. Students practice implementation of interventions to include endurance training for patients with cardio-pulmonary disorders, pulmonary hygiene techniques, functional activities and gait, activities of daily living, developmental activities, management of prosthetics and orthotics, management of wheelchairs and other equipment, and client/family education.

**PTA 151 Advanced Procedures-Advanced Modalities and Treatment Procedures 1 Unit**

*Prerequisite:* PTA 140, 141, and 142 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 9 hours LEC; 27 hours LAB

This course introduces theory and application of electrotherapeutic modalities utilized by physical therapist assistants. Topics include the use of electrical stimulation for pain management, muscle re-education, and tissue healing. Through case-based learning activities students integrate skills in data collection, electrotherapeutic modalities, and other interventions for implementation of a comprehensive physical therapy plan of care.

**PTA 152 Clinical Practicum II 4 Units**

*Prerequisite:* PTA 140, 141, and 142 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 240 hours LAB

This course provides students with the opportunity to perform delegated patient care responsibilities in a physical therapy clinical setting, with supervision. This is the second full-time clinical assignment during the program. Students complete a clinical affiliation of six weeks (40 hours per week) at a facility assigned by the program. The placement may be in an acute, sub-acute, out-patient, skilled nursing and rehabilitation, or other type of physical therapy practice. This assignment will be at a facility which differs from the first full-time clinical assignment. Additionally, weekly online discussion board participation is required. The course is graded on a Pass/No Pass basis.

**PTA 153 Professional Issues in Physical Therapy 1 Unit**

*Prerequisite:* PTA 140, 141, and 142 with grades of "C" or better  
*Enrollment Limitation:* Enrollment in the Physical Therapist Assistant Program.

*Hours:* 18 hours LEC

This course addresses professional practice issues in physical therapy to include organizational structure, budget, time management, and social responsibility. Students review and integrate information on physical therapy practice and laws and regulations in preparation for the national examination, prepare a resume, and practice interview skills.

**PTA 295 Independent Studies in Physical Therapist Assistant 1-3 Units**

*Prerequisite:* None  
*Hours:* 36 hours LEC; 54 hours LAB

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among faculty and students.

**PTA 299 Experimental Offering in Physical Therapist Assistant .5-4 Units**

*Prerequisite:* None  
*Hours:* 48 hours LEC; 72 hours LAB

This course will be an experimental offering on topics not yet covered by current Physical Therapist Assistant courses or an offering that addresses topics as they arise, such as those which relate to new physical therapy modalities, procedures, or professional issues. This course can be repeated for credit four times as long as there is no duplication of topics.

Division of Science and Allied Health  
 James Collins, Dean  
 Mohr Hall 18  
 916-558-2271

NOTE: The University of California has a credit restriction on certain combinations of physics courses. See your counselor for detailed information on the current UC Articulation Agreement.

**PHYS 310 Conceptual Physics 3 Units**

*Prerequisite: None.*  
*Advisory: Math 34 (Pre-algebra) with a grade of "C" or better, or placement through the assessment process.*  
*General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 This course presents the physical laws that tie together the diverse phenomena of nature. This course uses a descriptive approach, with limited use of basic algebra, to increase the students' understanding of the everyday physical world.

**PHYS 350 General Physics 4 Units**

*Prerequisite: High School Trigonometry or MATH 334 or MATH 335 with a grade of "C" or better.*  
*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC; 54 hours LAB*  
 This course is a non-calculus based survey of general physics. It is designed for biological science students, including those in pre-medical, pre-dental, optometry, agricultural, and forestry programs. Topics include kinematics, Newton's Laws, dynamics of rigid bodies, work and energy, momentum, rotational motion, fluids, and oscillatory motion.

**PHYS 360 General Physics 4 Units**

*Prerequisite: PHYS 350 with a grade of "C" or better*  
*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC; 54 hours LAB*  
 This course is a non-calculus based survey of general physics. It is designed for biological science students, including those in pre-medical, pre-dental, optometry, agricultural, and forestry programs. Topics include electric charge, electric fields, AC and DC circuit theory, electromagnetism, optics, wave theory, and quantum physics.

**PHYS 410 Mechanics of Solids and Fluids 5 Units**

*Prerequisite: MATH 400 with a grade of "C" or better*  
*Corequisite: MATH 401*  
*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A*  
*Course Transferable to UC/CSU*  
*Hours: 55 hours LEC; 54 hours LAB ; 17 hours DIS*  
 Topics covered include linear and rotational motion, Newton's laws, dynamics of rigid bodies, harmonic motion, and liquids. This course is for physics, mathematics, chemistry, architecture, and engineering majors.

**PHYS 420 Electricity and Magnetism 5 Units**

*Prerequisite: MATH 401 and PHYS 410 with grades of "C" or better*  
*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC; 54 hours LAB ; 17 hours DIS*  
 This course presents an in-depth treatment of electricity and magnetism and stresses problem-solving. Topics covered include charge and electric force, electric fields, electrical potential, magnetism, electromagnetic induction, and DC and AC circuit theory. This course is for physics, mathematics, chemistry, architecture, engineering, and computer science majors.

**PHYS 430 Heat, Waves, Light and Modern Physics 5 Units**

*Prerequisite: PHYS 410 with a grade of "C" or better*  
*Corequisite: MATH 402*  
*General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A*  
*Course Transferable to UC/CSU*  
*Hours: 55 hours LEC; 54 hours LAB ; 17 hours DIS*  
 This course examines thermodynamics, wave theory, light and sound, geometrical and physical optics (including lenses and mirrors), quantum physics, and high-energy physics. The treatment of topics would be most appropriate for physics, mathematics, chemistry, architecture, and engineering majors.

**PHYS 494 Topics in Physics .5-4 Units**

*Prerequisite: None.*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC; 54 hours LAB*  
 This course is designed to enable both science and non-science students to learn about recent developments in physics. Selected topics would not include those that are part of current course offerings. This course may be repeated for credit, providing there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**PHYS 495 Independent Studies in Physics 1-3 Units**

*Prerequisite: None.*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 This course is designed to allow a student or group of students to study selected topics or areas of physics that go beyond the other courses offered by the Physics department. Topics or areas of study are chosen by mutual agreement between the students and the professor overseeing the course. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admission to UC.

**PHYS 499    Experimental Offering in    .5-4 Units**  
**Physics**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

# Political Science POLS

Degree:  
A.A. - Political Science

Division of Behavioral and Social Science  
J. Frank Malaret, Dean  
Rodda North 226  
916-558-2401

## Political Science Associate in Arts Degree

### Program Information

Sacramento City College offers a unique political science experience that combines both the science and arts of politics that can only be appreciated in the heart of California's capital. Faculty provide a strong orientation to the world of politics by blending theory and real-world activities, which students will value throughout their academic and professional careers.

### Career Opportunities

Completion of the degree will lead to professions in public or private sector in the areas of law, public relations, business, advocacy, lobbying, international relations, diplomacy, and academia. Completion of the degree will lead to opportunities in national, state, and local governments.

### Upon completion of this program, the student will be able to:

- demonstrate an understanding of the fundamentals of political science and governance.
- examine and apply theories, concepts, and practices in political theory.
- demonstrate a knowledge of contemporary comparative systems and governments.
- analyze world politics and diplomacy in the international system.
- analyze, investigate, and compare ideological approaches to governmental systems.
- demonstrate knowledge of practical applications and evaluations of policy outcomes in civic culture.
- analyze political theory and concepts using critical thinking skills.
- research specific topics of discussion in local, state, national, and international politics.
- demonstrate knowledge of basic research methods and applications.
- apply appropriate technology in the field of political science.
- demonstrate knowledge and competence in writing, analysis, and preparation of media release.

### Required Program

### Units

A minimum of 9 units from the following:..... 9

- POLS 301 Introduction to Government: United States (3)
- POLS 302 Introduction to Government: Foreign(3)
- POLS 310 Introduction to International Relations (3)
- POLS 480 Introduction to International Relations - Honors (3)
- POLS 481 Introduction to Government: United States - Honors (3)

A minimum of 6 units from the following: ..... 6

- POLS 304 Introduction to Government: California (3)
- POLS 320 Introduction to Political Theory (3)
- POLS 322 Political Ideologies (3)
- POLS 340 Women in Politics (3)
- POLS 497 Internship in Political Science (1-4)

A minimum of 3 units from the following: ..... 3

- HIST 310 History of the United States (3)
- HIST 483 History of the United States Honors (3)
- HIST 311 History of the United States (3)
- HIST 484 History of the United States Honors (3)

### Total Units Required

18

### Associate in Arts (A.A.) Degree

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Political Science (POLS)

### POLS 301 Introduction to Government: United States 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 300 with a grade of "C" or better.

*General Education:* AA/AS Area V(a); CSU Area D8; CSU Area F2; CSU Area F3; IGETC Area 4H

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students will examine principles and problems of government, the political process, and democracy as practiced in the United States. This course fulfills federal, state, and local government requirements.

### POLS 302 Introduction to Government: Foreign 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a "C" grade or better.

*General Education:* AA/AS Area V(b); CSU Area D8; IGETC Area 4H

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

The political systems of selected nations such as Great Britain, France, Germany, Russia, Japan, Mexico, Peoples' Republic of China, India, South Africa, and Cuba are analyzed. The course will also compare the formation of language, culture, religion, political institutions, the role of political culture, political parties, and public policy.

**POLS 303 Contemporary Politics of Africa 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D8

*Course Transferable to CSU*

*Hours:* 54 hours LEC

Area Studies courses cover the government and politics of selected nations within a distinct geopolitical area of the world in order to provide understanding of the institutions and dynamics of the area. This Area Studies survey course is designed to give students an understanding of past and contemporary African politics. The impact of language, culture, religion, colonialism, neo colonialism, free market, ideology, liberation and revolutionary movements, ethnic conflict and resolution, rise of populist leadership, indigenous politics, impact of global economic integration, and foreign and domestic policies will be examined in the region on a country-by-country basis. The course includes an examination of dominant political institutions, actors, processes, and belief systems within the context of political culture and an analysis of area political economy and foreign policy in the environment of global interdependence. Countries to be covered include but are not limited to Algeria, Angola, Egypt, Nigeria, Namibia, Ethiopia, Kenya, Ghana, Democratic Republic of Congo, South Africa, and Zimbabwe. The course concludes with a summation of the region as it stands today and an assessment of where it is likely to go in the near future.

**POLS 304 Introduction to Government: California 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 300 with a grade of "C" or better.

*General Education:* AA/AS Area V(a); UC/CSU Area D8; CSU Area F3;

*IGETC Area 4H*

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course covers the essential organization, institutions, and processes of California state and local government. The state's diversity will be a key theme in explaining California's political history, participation, and policies.

**POLS 310 Introduction to International Relations 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 300 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D8; IGETC Area 4H

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students will examine the problems, motivating forces, and techniques of conflict resolution among actors within the global nation-state system. Particular emphasis is placed on comparing perspectives among developed and underdeveloped nations.

**POLS 312 Politics of the Middle East 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D8;

*IGETC Area 4H*

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course covers the government and politics of selected nations within the the Middle East and North Africa (MENA) in order to provide an understanding of the institutions and dynamics of the area as a whole. It covers the region's history through the Ottoman Empire, colonialism, independence and the modern-day challenges of economic globalization and foreign intervention. The impact of economics, colonialism, struggles over natural resources, religious movements, social and cultural struggles, and ideology will be examined in the region on a country-by-country and regional basis. The question of Palestine and the Palestine-Israel conflict will be closely examined as a core issue in the politics of the region. The course includes an examination of dominant political institutions, actors, processes and grassroots movements within the context of political culture and history and an analysis of area political economy and foreign policy in an environment of global interdependence. Countries to be covered include, but are not limited to, Saudi Arabia, Iran, Egypt, Palestine, Israel, Jordan, Iraq, Syria, Lebanon, Libya, Tunisia, and Algeria. In this course, students will be introduced to the comparative politics of the Middle East and North Africa with a heavy emphasis on the political and economic roots of contemporary events.

**POLS 313 Latin America 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D8; IGETC Area 4H

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

Area Studies courses cover the government and politics of selected nations within a distinct geopolitical area of the world in order to provide understanding of the institutions and dynamics of the area. This Area Studies survey course is designed to give students an understanding of past and contemporary Latin American politics. The impact of language, culture, religion, colonialism, neo colonialism, free market, ideology, revolutionary movements, conflict, and resolution, rise of populist leadership, indigenous politics, and foreign and domestic policies will be examined in the region on a country-by-country basis. The course includes an examination of dominant political institutions, actors, processes, and belief systems within the context of political culture and an analysis of area political economy and foreign policy in the environment of global interdependence. Countries to be covered include but are not limited to Brazil, Mexico, Guatemala, Nicaragua, Venezuela, Peru, Bolivia, Colombia, Ecuador, Chile, Argentina, Uruguay, Cuba, Puerto Rico, Haiti, Jamaica, and the Dominican Republic. The course concludes with a summation of the region as it stands today and an assessment of where it is likely to go in the near future.

**POLS 320 Introduction to Political Theory 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 320 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D8; IGETC Area 4H

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students will examine theoretical approaches to politics and ways of thinking about politics, covering important thinkers and topics during the ancient, medieval, and modern periods.



**POLS 322 Political Ideologies 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 or ESLW 320 with a grade of "C" or better.*

*General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

In this course, comparative, conceptual, and historical analysis of competing ideological approaches to government will be covered. Emphasis will be on the theories, values, and assumptions that make up a political ideology and the effect of such theories on a political system.

**POLS 340 Women in Politics 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 or ESLW 320 with a grade of "C" or better.*

*General Education: AA/AS Area V(b); CSU Area D4; CSU Area D8;*

*IGETC Area 4H*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

In this course, students will be provided a critical analysis of contemporary women's issues in American politics, with particular emphasis on current problems facing women political figures. Students will identify early American women's movements. Students will analyze the role and impact of political groups, cultural attitudes and traditions, and self-perceptions affecting women's political rights in America. Students will understand the struggle between women and public policy concerning employment, educational, familial, and reproductive issues. Students will critique current studies of women in American politics, including political ambition, familial issues, and gender gap and determine future goals of women's rights movements and women political figures in America.

**POLS 480 Introduction to International Relations - Honors 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H*

*Enrollment Limitation: Eligibility for admission to the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

In this course students will examine the problems, motivating forces, and techniques of conflict resolution among actors within the global nation-state system. Particular emphasis is placed on comparing perspectives among developed and underdeveloped nations. This honors section uses an intensive instructional methodology with extensive research projects on international institutions designed to challenge motivated students.

**POLS 481 Introduction to Government: United States - Honors 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area V(a); CSU Area D8; CSU Area F2; CSU*

*Area F3; IGETC Area 4H*

*Enrollment Limitation: Eligibility for admission to the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

In this course students will examine principles and problems of government, the political process, and democracy as practiced in the United States. The class is conducted in a seminar format and requires a higher level of student academic engagement of course preparation with at least four texts and readers. This honors section uses an intensive instructional methodology with extensive research projects on American institutions designed to challenge motivated students.

**POLS 494 Topics in Political Science .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

Content will differ each time course is offered. The objective is to focus content on issues of local, national, or international significance at the time of offering course. (Credit for History 494 or Political Science 494, but not both.) This course can be taken four times for credit up to 16 units provided there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**POLS 495 Independent Studies in Political Science 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**POLS 497 Internship in Political Science 1-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC ; 75 hours LAB*

This course consists of a supervised internship and study in political, governmental, or related organizations. This course may be taken four times for credit up to 16 units provided there is no duplication of topics.

**POLS 499 Experimental Offering in Political Science .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Pre-Professional Majors

Sacramento City College strongly advises prospective students, who are preparing to study a professional major, to consult with a counselor.

### Law

“Pre-law” is not a major but rather a term that describes a student interested in applying for admission to a law school. There are no specific major or specific courses for pre-law students. A student’s overall GPA is important when applying for admission to a law school; therefore, a pre-law student should consider a major that he/she enjoys and can successfully complete. It is advisable to consider a major that can be used as an alternative to law school or can be used in coordination with the law degree.

As a pre-law student, you should plan a course of study that will give you a broad cultural background, develop the ability to think critically, gain an understanding of people and institutions, and know how to gather and weigh facts to solve problems and think creatively. They should be able to read rapidly with comprehension, express themselves clearly, completely, and concisely, both orally and in writing. Suggested curriculum should include: English, history, philosophy, mathematics and logic, science, economics, government, psychology, accounting, and communication.

Most law schools require students to have a bachelor’s degree, demonstrate academic ability as evidenced by the Law School Admission Test (LSAT) scores, and a competitive grade point average. Admission to the University of California Schools of Law, Berkeley, Davis, Hastings, and San Francisco requires a Bachelor’s degree. Admission to McGeorge School of Law, Sacramento requires completion of approximately three-fourths of a four-year program, usually 90 semester units. Students should meet with a counselor to plan a course of study.

### Pharmacy

Pharmacy education requires a minimum of six years of college.

#### Admissions Requirements:

Education varies: minimum 60 units, a bachelor’s degree preferred from an accredited institution

Required Courses:

BIOL 402, 422

CHEM 400, 401; 425, 426 or 420, 421

MATH 350, 351 or 400, 401

PHYS 410, 420

## Health Science Education

### Dentistry, Medicine, Optometry, Veterinary Medicine

Students planning to attend a dental, medical, optometry, or veterinary school can achieve an undergraduate degree in any major. However, it is highly recommended that students select majors or coursework related to dentistry, medicine, optometry, or veterinary medicine to meet admission requirements and to be better prepared for the profession.

In addition to a competitive grade point average, professional schools base their selection on motivation, extracurricular activities, work experience related to the health sciences, test scores, application, personal statement, letters of recommendation, and interview.

### Dentistry

Dental education requires a minimum of seven years of college.

#### Admissions Requirements:

Dental Admission Test (DAT)

Education varies: 90-96 semester units completed from an accredited college, baccalaureate degree preferred;

Required courses:

BIOL 402, 422, 430, and 431

CHEM 400, 401; 425, 426 or 420, 421

PHYS 350, 360

### Medicine

Medical education requires a minimum of eight years of college and residency.

#### Admission Requirements:

Medical College Admission Test (MCAT)

Education varies: at least 90 semester hours /120-140 quarter hours or bachelor’s degree from an accredited institution

Required Courses:

BIOL 402, 422

CHEM 400, 401, and 425, 426 or 420, 421

MATH 350, 351 or 400, 401

PHYS 350, 360

### Optometry

Optometry education requires a minimum of seven years of college.

#### Admissions Requirements:

Optometry Admission Test (OAT)

California schools require a bachelor’s degree from an accredited institution

Required Courses:

BIOL 402, 422, 440

CHEM 400; 425, 426 or 420, 421

MATH 350, 351 or 400, 401

PHYS 350, 360

PSYC 300 or 480

STAT 300 or 480

## Teacher Education

There are two types of credentials for teaching in the public schools of California, each permitting instruction in grades K-12. One type is the Multiple Subject Credential for teachers in a self-contained classroom, in general required for most elementary school teachers (grades K-6). The other is the Single Subject Credential for teachers responsible for only one subject, in general for most junior and senior high school teachers (grades 7-12).

For a Multiple Subject Credential, students must satisfy the following: (1) Bachelor's or higher degree, (2) an approved professional preparation program including successful student teaching with a minimum grade of C, (3) CBEST test, (4) teaching of reading, (5) Reading Instruction Competency Assessment (RICA), (6) U.S. Constitution, and (7) subject-matter competency (program or exam).

For a Single Subject Credential students must satisfy the following: (1) Bachelor's or higher degree, (2) an approved professional preparation program including student teaching, (3) CBEST test, (4) teaching of reading, (5) U.S. Constitution, and (6) subject-matter competence (program or exam). The Commission-approved subject matter programs are: Agriculture, Art, Business, English, Health Science, Home Economics, Industrial and Technology Education, Foreign Languages, Mathematics, Music, Physical Education, Science (Biological Sciences, Chemistry, Geosciences, Physics), and Social Science. Subject matter programs vary at each four-year institution.

Sacramento City College strongly encourages students to meet with a counselor to obtain appropriate requirements for the four-year institution of their choice.

## Social Welfare

Students who desire to work in social welfare must first complete a baccalaureate degree and then a master's degree in Social Work/Welfare (MSW). The MSW is required to work in such fields as family counseling, medial and psychiatric social work, or child welfare services. The MSW can also prepare students for licensure as a Licensed Clinical Social Worker (LCSW).

There is no specific lower-division preparation in this field, but suggested courses include: social sciences, anthropology, psychology, sociology, economics, and possibly a foreign language and/or completing a lower-division general education pattern.

## Veterinary Medicine

Veterinary medicine education requires a minimum of seven years of college.

### Admissions Requirements:

Graduate Record Examination (GRE)  
 Education: Bachelor's Degree from an accredited Institution  
 G.P.A.: 2.50  
 Required Major Preparation:  
 BIOL 402 and 422; 430 and 431; 440  
 CHEM 400 and 401; 420 and 421; or 425 and 426  
 PHYS 350 and 360  
 ENGWR 300 or 480; 301, and 302 or 482  
 COMM 301  
 STAT 300 or 480  
 Humanities and Social Science (minimum of 9 semester units)

**Psychology**

**PSYC**

**Degrees:**

A.A. - Psychology

AA-T - Associate in Arts in Psychology for Transfer

**Division of Behavioral and Social Science**

J. Frank Malaret, Dean

Rodda North 226

916-558-2401

**Psychology**

**Associate in Arts Degree**

**Program Information**

This degree program is designed to serve the needs of a wide variety of Sacramento City College students who are pursuing study in the field of Psychology. The primary aim of this program is to provide a clearly articulated and comprehensive curricular track for students preparing to transfer to baccalaureate programs in Psychology. An additional specific aim of this program is to expose “undecided” students to the core principles and practices of the field in order to build a foundation for their future personal, academic, or vocational paths. Among the many options, this foundation would be appropriate for entry into a variety of paraprofessional careers and careers in related fields.

**Career Opportunities**

The Psychology degree is designed to facilitate students’ successful transfer to BA programs and, in so doing, prepare them for advanced study in a variety of graduate programs. Psychologists with graduate degrees and professional certificates have a broad range of employment opportunities including, but not limited to, clinical practice, research, and teaching. Clinical psychologists work in a variety of settings and with a wide range of clients. Research psychologists work in a range of fields associated with the study of human behavior, including biomedical, sports psychology, and cognitive neuroscience. The A.A. degree in psychology can also provide a foundation for students interested in working in paraprofessional careers and careers in related fields.

**Upon completion of this program, the student will be able to:**

- differentiate between scientifically derived knowledge and myth and conjecture about the topics of psychology and demonstrate understanding of psychological theory and the scientific method.
- compare and contrast the major theoretical orientations in psychology, demonstrate knowledge of basic psychological terminology regarding behavior, cognition, and emotion, and be able to express this clearly when writing or speaking about psychology.
- integrate content knowledge, cognitive skills and technical proficiency in completing exams, term papers, presentations and other class assignments. These cognitive skills include: learning, memory, logical thinking, problem-solving, decision-making, and critical thinking.
- evaluate psychological data, draw reasonable conclusions, recognize the ethical implications of these conclusions, and apply these conclusions to personal, community, and scientific problems.
- apply psychological principles to the development of interpersonal, occupational and social skills and life-long personal growth.
- recognize the complexity of social, cultural, and international diversity and the principles of equity, justice and inclusion in their lives.

**Required Program**

**Units**

PSYC 300 General Principles (3) .....	3
or PYSC 480 General Principles Honors (3)	
PSYC 310 Biological Psychology .....	3
PSYC 320 Social Psychology .....	3
PSYC 335 Research Methods Psychology .....	3
STAT 300 Introduction to Probability and Statistics (4) .....	4
or STAT 480 . Introduction to Probability and Statistics - Honors (4)	

A minimum of 3 units from the following: ..... 3  
 One additional transfer-level psychology course

**Total Units Required**

**19**

**Associate in Arts Degree (A.A.)**

The Associate in Arts Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.



**Associate Degree  
for Transfer**  
*A Degree with a Guarantee.*

**Psychology**

**AA-T - Associate in Arts in Psychology for Transfer**

**Program Information**

This program is designed to provide a clearly articulated curricular track for Sacramento City College students preparing to transfer in Psychology while also serving the diverse needs of students interested in the breadth and depth of the field. Additionally, this program will expose students to the core principles and practices of the field in order to build a foundation for their future personal, academic, or vocational paths. In addition to transfer, this foundation would be appropriate for entry into a variety of paraprofessional careers and careers in related fields.

To earn an associate transfer degree, students must complete the following requirements:

- (1) Complete a minimum 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 or the Intersegmental General Education Transfer Curriculum (IGETC).
  - (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) Obtain a minimum grade point average of 2.0. Students must earn a “C” or better in all courses required for the major or area of emphasis.

**Career Opportunities**

The Psychology degree is designed to facilitate students' successful transfer to BA programs and, in so doing, prepare them for advanced study in a variety of graduate programs. Psychologists with graduate degrees and professional certificates have a broad range of employment opportunities including, but not limited to, clinical practice, research, and teaching. Clinical psychologists work in a variety of settings and with a wide range of clients. Research psychologists work in a range of fields associated with the study of human behavior, including biomedical, sports psychology, and cognitive neuroscience. The A.A. degree for Transfer in psychology can also provide a foundation for students interested in working in paraprofessional careers and careers in related fields.

- or PSYC 360 Psychology of Women (3)
- or PSYC 358 Principles of Interpersonal Relations (3)
- or PSYC 353 Psychology of Adjustment (3)
- or PSYC 356 Human Sexuality (3)
- or PSYC 340 Abnormal Behavior (3)
- or PSYC 315 Psychopharmacology (3)
- or PSYC 314 Animal Behavior (3)
- or ADMJ 303 Substance Abuse: Effects on Body and Behavior (3)
- or PSYC 410 Psychology of Creativity, Intuition and Problem Solving (3)

**Total Units:** **19**

**Upon completion of this program, the student will be able to:**

- differentiate between scientifically derived knowledge and myth and conjecture about the topics of psychology and demonstrate understanding of psychological theory and the scientific method.
- compare and contrast the major theoretical orientations in psychology, demonstrate knowledge of basic psychological terminology regarding behavior, cognition, and emotion, and be able to express this clearly when writing or speaking about psychology.
- integrate content knowledge, cognitive skills, and technical proficiency in completing exams, term papers, presentations and other class assignments. These cognitive skills include: learning, memory, logical thinking, problem-solving, decision-making, and critical thinking.
- evaluate psychological data, draw reasonable conclusions, recognize the ethical implications of these conclusions, and apply these conclusions to personal, community, and scientific problems.
- apply psychological principles to the development of interpersonal, occupational, and social skills and life-long personal growth.
- recognize the complexity of social, cultural, and international diversity and the principles of equity, justice, and inclusion in their lives.

**Associate in Arts for Transfer Degree**

The Associate in Arts in Psychology for Transfer (AA-T) degree may be obtained by completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program, and (b) either the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.

**Psychology (PSYC)**

**Required Program**

**Units**

PSYC 300 General Principles (3).....	3
or PSYC 480 Honors General Principles (3)	
PSYC 310 Biological Psychology.....	3
PSYC 335 Research Methods in Psychology.....	3
STAT 300 Introduction to Probability and Statistics (4).....	4
or STAT 480 Introduction to Probability and Statistics - Honors (4)	
A minimum of 3 units from the following:.....	3
FCS 324 Human Development: A Life Span (3)	
or PSYC 370 Human Development: A Life Span (3)	
or PSYC 316 Cognitive Psychology (3)	
or PSYC 320 Social Psychology (3)	
A minimum of 3 units from the following:.....	3
One course not taken from list above (3) or	
FCS 332 Psychology of Aging: Adult Development and Aging (3)	
or GERON 302 Psychology of Aging: Adult Development and Aging (3)	
or PSYC 405 Substance Abuse: Effects on Body and Behavior (3)	
or PSYC 376 Personality (3)	
or PSYC 390 Psychology of Death and Dying (3)	
or PSYC 374 Psychology of Aging: Adult Development and Aging (3)	
or PSYC 367 Psychology of Minorities (3)	
or PSYC 364 Psychology of Sexual Orientation (3)	

**PSYC 300      General Principles      3 Units**

*Prerequisite: None.*  
*Advisory: ENGRD 110, ENGWR 101, and/or LIBR 318 with a grade of "C" or better, or placement through the assessment process.*  
*General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4I*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

This course is an introduction to the scientific study of human behavior. Students will be introduced to foundation principles and current trends in the field of psychology. Concepts that are explored include methods of psychological inquiry, the biological basis of behavior, sensation, perception, states of consciousness, learning, memory, cognition, motivation, emotion, stress and health, personality, developmental psychology, psychological disorders, psychotherapy, and social psychology. This course is designed for psychology majors, behavioral and social science majors, and other students who desire a broad overview of the field.

**PSYC 310      Biological Psychology      3 Units**

*Prerequisite: None.*  
*Advisory: Completion of ENGRD 310 and PSYC 300 with grades of "C" or better.*  
*General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

The primary focus of this course is on the human nervous system and how it functions to affect behavior. This course provides an in-depth examination of brain structure, neural development, neural communication, brain-endocrine interactions, and the specialization of brain function. To supplement the study of brain anatomy, students utilize sheep brains to identify major structures and divisions of the nervous system. Relationships between neural function and perception, movement, cognition, learning and memory, language, rhythms of sleep and activity, emotion, and consciousness are examined. The neural bases of mood, personality disorders, and psychosis are also addressed.

**PSYC 311 Biological Psychology Laboratory 1 Unit**

*Prerequisite:* PSYC 310 with grade of "C" or better or concurrent enrollment in PSYC 310.

*General Education:* AA/AS Area IV; CSU Area B3; IGETC Area 5B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LAB

This course involves the applied study of the nervous system, focusing on its anatomy, physiology, biochemistry, and impact on behavioral and mental processes. This course will provide a foundation in the principles of the scientific method and practical experience in its application to the study of biological psychology. Specific topics include anatomy, physiology, and organization of the nervous system with special emphasis on the brain; anatomy and physiology of the neuron; physiology of nerves and nerve conduction; the biochemistry of the synapse; anatomy and physiology of sensory systems; and psychophysical examination of sensation and perception. Brain dissection procedures, interactive computer simulations, and lab experiments with data collection and analysis will be utilized.

**PSYC 314 Animal Behavior 3 Units**

*Prerequisite:* None.

*Advisory:* ANTH 300, BIOL 100, or PSYC 300 with a grade of "C" or better

*General Education:* AA/AS Area IV; CSU Area D9

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course is designed for anyone who is interested in or has ever lived with and loved animals. Those pursuing careers in psychology, biology, zoology, animal laboratory services, and veterinary technology will find this course interesting and useful. It consists of a broad survey of general topics and current research in the related fields of animal behavior, animal cognition, animal communication, interactions between human and non-human animals, and conservation biology. Topics addressed in this course include: the principles of evolution, history of the relationship between humans and non-humans, communication between humans and other animals; animals as competitors and resources, research animals and bioethics, animals as companions, animals in therapy and service, behavior of wild animals in zoos, and the future prospects for positive interactions between humans and non-human animals. The course is designed to foster a better understanding of non-human animals, nurture a respect for them, and create an ethic that emphasizes a respect for all life.

**PSYC 315 Psychopharmacology 3 Units**

*Prerequisite:* None.

*Advisory:* BIOL 100, PSYC 300, and PSYC 310 with grades of "C" or better.

*General Education:* AA/AS Area IV

*Course Transferable to CSU*

*Hours:* 54 hours LEC

In this course students will explore the native biochemistry of the mammalian brain and the effects of internal and external chemical influences. Historical and contemporary perspectives on the biochemical modification of cognition and behavior will be examined. Core areas of study will include the basic principles of pharmacodynamics, chemical signaling, and neurobehavioral pharmacology. These principles will be applied to understanding the psychopharmacology of various aspects of "normal" cognition and behavior, psychological disorders and their treatment, recreational drug use, enhancement of learning and memory, and brain disease.

**PSYC 316 Cognitive Psychology 3 Units**

*Prerequisite:* PSYC 300 with a grade of "C" or better

*Advisory:* BIOL 100 with a grade of "C" or better

*General Education:* AA/AS Area IV; CSU Area D9; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

The course will present an historical retrospective into the development of the philosophy of science, the scientific method, and early perspectives on learning, memory, and the structure of thought. The course will explore contemporary areas of perception, learning, memory, problem solving, creativity, cognitive development, neuroscience, neuroimaging and general linguistics. Current controversies related to the proposed structure of thought in non-linguistic species will be addressed. Upon completion of this course, students will possess an improved appreciation for the complexity of the brain and the thought processes of humans and other "large-brained" species.

**PSYC 320 Social Psychology 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ENGRD 310 with a grade of "C" or better

*General Education:* AA/AS Area V(b); CSU Area D9; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course provides students with an initial introduction into the scientific study of how people's feelings, thoughts, and behaviors are influenced by others. Students become familiar with the major domains of social psychology and the relevance of social psychology to daily life. Topics covered include conformity, group processes, mass communication, propaganda, the law, social cognition and perception, aggression, prosocial behavior, prejudice, liking and loving.

**PSYC 335 Research Methods in Psychology 3 Units**

*Prerequisite:* PSYC 300 and STAT 300 with grades of "C" or better; or PSYC 300 with a grade of "C" or better and concurrent enrollment in STAT 300.

*Advisory:* ENGWR 101 and LIBR 318 with grades of "C" or better

*General Education:* AA/AS Area II(b); CSU Area D9; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC ; 54 hours LAB

This course introduces students to the methods and ethics of doing research in the behavioral sciences, specifically psychology, from a theoretical and practical perspective. The course covers design and implementation issues of both experimental and non-experimental research, descriptive and inferential statistical analysis, hypothesis testing, and the use of APA writing style. The laboratory projects provide opportunities to research various behavioral science topics of the student's interest and experience "hands-on" data collection, data analysis, results interpretation, and report writing.

**PSYC 340 Abnormal Behavior 3 Units**

*Prerequisite:* PSYC 300 with a grade of "C" or better

*Advisory:* ENGRD 110 and/or ENGWR 51 with a grade of "C" or better, or placement through the assessment process.

*General Education:* AA/AS Area V(b); CSU Area D9; CSU Area E1; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students will explore the broad questions of normality and abnormality and investigate specific mental, emotional, and behavioral difficulties. They will learn current approaches to psychological intervention including present community mental health practices. Students will consider the contribution of social, biological and psychological factors to the development and persistence of behavior disorders.

**PSYC 352 Psychology of Peace and Conflict 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 51 with grades of "C" or better or ESLW310 and ESLR310 with grades of "C" or better*

*General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4I*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course will include the psychological dynamics that promote peaceful, collaborative actions among people as opposed to conflicted states that support aggressive acts of violence among people. Materials will span from acts of aggression intragroup to the larger escalation of wars between cultures. Also included will be consideration of the apparent aggressive behaviors manifested against the physical environment ranging from defacing public property to the near-destruction of the earth's ecological systems.

**PSYC 353 Psychology of Adjustment 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 51 with grades of "C" or better*

*General Education: AA/AS Area III(b); CSU Area D9; CSU Area E1*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

In this course, students will explore the core concepts in psychology and apply them to everyday life experiences. The focus of this course will be on self-development and self-awareness, and students will learn how to use psychological concepts to live more fully and productively. Students will also learn to analyze and think critically about psychological theories and research, and they will learn to use these concepts in an informed manner. Topics include stress and coping, substance abuse, psychological disorders and treatment, motivation and emotions, learning and behavioral change, attitudes and values, interpersonal relationships, and lifespan development.

**PSYC 355 Love and Intimacy 2 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course is an investigation of the human desire for affiliation and affection. Emphasis will be placed on types of love, levels of bonding, differences between love and relationship addiction, and ways in which individuals frustrate their desire for intimacy and/or exit from potentially intimate encounters in life.

**PSYC 356 Human Sexuality 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 310 or ENGWR 101 with a grade of "C" or better, or placement through the assessment process.*

*General Education: AA/AS Area III(b); CSU Area D9; CSU Area E1; IGETC Area 4I*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course provides an overview of human sexuality from birth to adulthood. The subject will be examined from a cultural, physiological, sociological, and psychological perspective in order to provide students with a solid base of information about sex and their own sexuality enabling them to make healthy and responsible choices and decisions throughout their lives.

**PSYC 358 Principles of Interpersonal Relations 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 310 and ENGWR 101 with grades of "C" or better.*

*General Education: AA/AS Area III(b); CSU Area E1*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This course studies the principles involved in effective interpersonal relationships. Topics include interpersonal feedback, self-disclosure, the role of emotions in relationships, the art of listening, and the ability to challenge others toward growth of productivity. The focus of the course will be on concepts useful to the students in his/her face-to-face relationships at home, school, and work.

**PSYC 360 Psychology of Women 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 310 or ENGWR 101 with a grade of "C" or better, or placement through the assessment process.*

*General Education: AA/AS Area V(b); CSU Area D4; CSU Area D9;*

*CSU Area E1; IGETC Area 4I*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

In this course, students will study the psychological effects of society upon women. An emphasis is placed on the interplay between gender and race, ethnicity, class, age, sexual orientation, and physical and mental ability. The course addresses a variety of topics including gender stereotypes and their connections to sexism, gender roles and expectations, biological bases of sex, gender throughout the lifespan, the physical and mental health of women, women and work, and violence against women. The course also emphasizes the importance of critically evaluating theory and research on sex and gender.

**PSYC 363 Psychology of Women in Film 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 310, ENGWR 101, and PSYC 300 with grades of "C" or better, or placement through the assessment process.*

*General Education: AA/AS Area V(b); CSU Area D4; CSU Area D9; IGETC Area 4I*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

From its earliest days, Hollywood has played an important role in shaping and reflecting cultural assumptions and fears. This course examines the assumptions and values that underlay the portrayal of women and the messages that medium conveys about the nature and role of femininity. In addition to viewing a variety of film genres, assignments will include readings from sociology, psychology, linguistics, and critical theory.

**PSYC 364 Psychology of Sexual Orientation 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 101, or ESLR 320 and ESLW 320 with grades of "C" or better, or placement through the assessment process.

*General Education:* AA/AS Area V(b); CSU Area D4; CSU Area D7; IGETC Area 4D; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students will examine topics and research related to lesbian, gay, and bisexual (LGB) individuals. Topics will include causes of sexual orientation, LGB identity development, coming out, prejudice and discrimination against LGB individuals, sexual orientation across the lifespan, LGB relationships, sexuality, religion and spirituality, and physical and mental health issues. In this course, students will also learn about transgendered identities and the intersection of gender identity and sexual orientation. This course will draw from a variety of political, cultural, sociological, philosophical, and psychological perspectives in order to fully understand the influence of sexual orientation on our lives.

**PSYC 367 Psychology of Minorities 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 51 or ENGRD 310 with a grade of "C" or better or placement through the assessment process."

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; CSU Area D9; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course studies the individual and collective impact of minority group status on an individual and group's behavior and mental processes. The psychological issues, concerns, and needs of minority persons are also covered. Minority persons include African-Americans, Asian Americans, Hispanic Americans, Native Americans, gays & lesbians, the elderly, and the disabled. This course is useful for students majoring in psychology, sociology, education, ethnic studies, and the helping/allied professions.

**PSYC 370 Human Development: A Life Span 3 Units**

*Same As:* FCS 324

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340; and ESL 114 with grades of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D9; CSU Area E1; IGETC Area 4G; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

Students will study the physical, cognitive, social, and emotional development of humans from conception through the life span. Emphasis will be placed on the theoretical and practical application of developmental principles. Topics include major developmental theories, conception and prenatal development, physical growth, health and development, language, learning, cognitive, and brain development, personality, morality, and emotional development, societal influences on development, and mental health and an introduction to death and bereavement. This is a foundation course for careers in the educational, social, psychological, and medical fields. (Students may receive credit for FCS 324 or PSYC 370, but not both.)

**PSYC 374 Psychology of Aging: Adult Development and Aging 3 Units**

*Same As:* FCS 332 and GERON 302

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101, OR ESLR 340 and ESLW 340 and ESL 114, and FCS 324/PSYC 370, and LIBR 318 with grades of "C" or better

*General Education:* AA/AS Area III(b); CSU Area D9; CSU Area E1; IGETC Area ; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

Students will explore the description and explanation of the evolution of adult behavior over the life span. Topics include theoretical as well as practical approaches to understanding aging in terms of physical, cognitive, and socio-emotional development such as: the study of the nature and changes of capabilities, skills, feelings, emotions, and social behavior with age, aging stereotypes, social bonds, environmental factors, sexuality, physical health, mental health, death, and bereavement. (Credit for FCS 332 or PSYC 374 or GERON 302.)

**PSYC 376 Personality 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 310 and ENGWR 101 with grades of "C" or better and PSYC 300 or PSYC 353 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D9; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a study of major contemporary approaches to personality development. The emphasis will be on psychological health rather than illness, increasing self-awareness, the individual's interaction within the family, the community, and the larger society. Personality development in cross-cultural environments will be explored.

**PSYC 390 Psychology of Death and Dying 3 Units**

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 51 with grades of "C" or better

*General Education:* AA/AS Area V(b); AA/AS Area III(b); CSU Area D9; CSU Area E1; IGETC Area 4I

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an investigation of beliefs, attitudes, anxieties and behaviors associated with dying and death. Included will be materials relevant to suicide, life-threatening illnesses, bereavement, euthanasia, and various philosophical views on the phenomenon of death.

**PSYC 392 Loss and Grief 2 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area III(b); CSU Area D9; CSU Area E1

*Course Transferable to CSU*

*Hours:* 36 hours LEC

This course will explore the causes of grief reactions and the dynamics of bereavement. Expressions of normal grief will be compared with pathological reactions, and suggested interventions for resolving grief reactions will be addressed. Techniques for the resolution of loss and coping strategies will be presented.



**PSYC 405 Substance Abuse: Effects on Body and Behavior 3 Units**

*Same As: ADMJ 303*

*Prerequisite: None.*

*Advisory: ENGRD 101 and ENGRD 310 with grades "C" or better*

*General Education: AA/AS Area V(b); AA/AS Area III(b)*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is designed for anyone who is interested in the effect illegal drugs, prescription drugs, over the counter drugs, vitamins, health foods, and coffee and nicotine have on people, physically, emotionally, mentally, and financially. This course is especially advised for people who are seeking or working in careers in health, law enforcement, counseling, psychology, business, social services, or teaching. (Credit for ADMJ 303 or PSYC 405, but not both.)

**PSYC 410 Psychology of Creativity, Intuition and Problem Solving 3 Units**

*Prerequisite: None.*

*Advisory: ENGRD 110, ENGRD 51, and PSYC 300 with grades of "C" or better, or placement through the assessment process.*

*General Education: AA/AS Area III(b); CSU Area E1*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This is a course designed to encourage problem solving, intuition, and personal expression in a supportive group atmosphere. It will feature creative movement, writing, art, music, relaxation, and creative visualization.

**PSYC 412 The Heroic Journey 2 Units**

*Prerequisite: None.*

*Advisory: ENGRD 110 or ENGRD 51 with grades of "C" or better*

*Course Transferable to CSU*

*Hours: 36 hours LEC*

Using ideas from LaoTzu, Campbell, Jung, Pearson, Bolen, et al., the course will promote an understanding of the heroic journey of everyday people. The functions, processes, and totems of archetypal station of the Tao of life such as juggler, jester, altruist, warrior, wanderer, etc. will be shared. The heroic journey will be viewed as metaphor for psychological wounding and healing, fragmentation and individuation, and for joining with other sentient beings in the processes of becoming whole.

**PSYC 480 Honors General Principles 3 Units**

*Prerequisite: ENGRD 101 with a grade of "C" or better; or placement through the assessment process.*

*Advisory: LIBR 318 with a grade of "C" or better.*

*General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4I*

*Enrollment Limitation: Eligibility for the Honors Program.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an introduction to the major areas in the field of psychology. Topics to be covered include physiological processes, learning, cognition, development, personality, psychological disorders, therapy, social psychology, and research methodologies in psychology. These topics will be discussed from a variety of classical and contemporary psychological perspectives. Critical thinking and application of concepts will be an integral part of the course. There will be oral and written assignments as well as experiential activities in the course. This Honors section uses an intensive pedagogical approach designed to allow motivated students to develop critical thinking skills, skills of oral and written expression, proficiency in library and Internet-based research, and creativity. Pedagogical strategies used in this course include student-led group discussion, oral and written presentations, extensive reading, exposure to theory and research in the field, and various activities and demonstrations.

**PSYC 489 Topics in Psychology - Honors .5-4 Units**

*Prerequisite: None.*

*Enrollment Limitation: Eligibility for the Honors program.*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course is structured around the concepts of critical thinking, which will then be employed to guide our understanding of contemporary issues in the field. Issues with resonance for contemporary psychologists will be introduced by the students to serve as a focal point for discussion. The course will address issues from a range of perspectives, including biological, sociocultural, and psychodynamic. This honors section uses an intensive instructional methodology designed to challenge motivated students. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**PSYC 494 Topics in Psychology .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is designed to examine current issues or specific topics concerning psychology. Particular subjects to be covered each semester will be determined by the psychology staff. This course may be taken three times for credit; specific topics may not be repeated. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**PSYC 495 Independent Studies in Psychology 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

See Independent Studies. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**PSYC 499 Experimental Offering in Psychology .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Railroad Operations

## RAILR

### Degree:

A.S. - Railroad Operations

### Certificate of Achievement:

Railroad Operations

### Division of Advanced Technology

Donnetta Webb, Dean

Technology 106

916-558-2491

## Railroad Operations

### Associate of Science Degree

### Certificate of Achievement

#### Program Information

This program is designed for students pursuing a career as a Railroad Conductor, Engineer, or Manager of Train Operations.

#### Career Opportunities

Sacramento City College's Certificate of Achievement and degree program in Railroad Operations prepares students for an exciting and well-paying career. The more than five hundred companies that make up the United States Railroad industry provide the country's freight and passenger transportation service on a network of some 300,000 route-miles of track. Railroads employ a substantial workforce to service, maintain, and manage this extensive transportation network.

Railroad Operations is a 19-unit, six-course program. The curriculum is approved by the Railroad Education and Training Education. In addition to normal student expenses, the Railroad Operations Program requires an additional expenditure of approximately \$350.00 for protective clothing, work boots, and safety equipment. Contact the Financial Aid office for possible assistance before entering the program.

#### Recommended High School Preparation

English, mathematics, physics, electronics, mechanics, and computers.

#### Enrollment Limitations

To be eligible for enrollment in the program, the student must meet the following criteria:

- be a high school graduate or have obtained a GED;
- must have no criminal record; must have no moving violations within the last three years;
- must have no drug convictions;
- must be capable of lifting 90 pounds.

#### Upon completion of this program, the student will be able to:

- qualify for an interview for a Conductor, Engineer or Management Position.
- demonstrate the knowledge and skills appropriate for an entry level railroad position.
- demonstrate the knowledge and skills pertaining to industry history, careers, operations, safety, quality, environment, procedures, and operating rules.

#### Required Program

#### Units

RAILR 100 History of Railroad	3
RAILR 102 Railroad Technical Careers	3
RAILR 120 Railroad Operations	3
RAILR 122 Railroad Safety, Quality and Environment	3
RAILR 140 General Code of Operating Rules	4
RAILR 142 Ground School	3

#### Total Units Required

19

#### Associate in Science (A.S.) Degree

The Railroad Operations Associate in Science Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Certificate of Achievement

The Certificate of Achievement may be obtained by completion of all courses in the required program with grades of "C" or better.

## Railroad Operations (RAILR)

### RAILR 100 History of Railroad

3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC*

This course covers the history and traditions of railroading and the industry's role in North American Economic Development. Upon successful completion of this course, students should be able to list and explain the significance of major events in North American Railroading. There is an alternate learning site for this class at the California State Railroad Museum. Admission may be charged to enter the California State Railroad Museum. If this causes a financial hardship, please contact your instructor.

### RAILR 102 Railroad Technical Careers

3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC*

This course includes information about technical careers in railroading, thereby, enabling students to choose suitable career paths. This course includes alternate learning sites that will demonstrate the relationship among technical work groups in day-to-day railroad operations. Students must provide their own transportation. Upon successful completion of this course, students should be able to describe basic technical job functions, requirements, and characteristics.

### RAILR 120 Railroad Operations

3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC*

This course includes information about the industry, its major assets, structures, and typical operations. Upon successful completion of this course, students should be able to define the current North American railroad industry characteristics, basic operations, components and processes, and industry structure and administrative processes.

### RAILR 122 Railroad Safety, Quality, and Environment

3 Units

*Prerequisite: None.*

*Hours: 54 hours LEC*

This course covers the importance of safety quality, personal health, and environmental awareness to the railroad industry, and emphasizes the basic tools and techniques for improving these conditions on the job. Upon successful completion of this course students should be able to define and explain the needs for improved safety, quality, health, and environmental awareness, describe their basic principles, explain the elements of successful programs, and apply these elements to typical tasks on the job.

**RAILR 140 Railroad General Code of Operating Rules 4 Units**

*Prerequisite: RAILR 120 and 122 with grades of "C" or better*

*Hours: 72 hours LEC*

This course provides instruction in the use and application of railroad rules, timetables, general orders, track bulletins, track warrants, and train orders. The students will learn their interpretation, origin, and use in the railroad industry. Students are required to pass the General Code of Operating Rules Examination with a 90 for the mid-term exam and will be required to write and re-write general orders, timetables, and rules. This course provides an in-depth study of the GCOR. Upon completion of this course, the students should be able to demonstrate abilities to apply the General Code of Operating Rules to safe and efficient train movement and operations. Special requirements: Students must pass the prerequisite courses before registering for this course. See an instructor about special requirements.

**RAILR 142 Railroad Field Operations 3 Units**

*Prerequisite: RAILR 120, RAILR 122, and RAILR 140 with grades of "C" or better. Hold a valid General Code of Operating Rules (GCOR) certification card.*

*Hours: 36 hours LEC; 54 hours LAB*

This course provides for use and application of railroad rules, timetables, general orders, track bulletins, track warrants, and train orders. The students will apply these in a railroad setting, making up trains, and switching boxcars from switch lists and work orders. Students are required to show that they have passed the General Code of Operating Rules examination on their first day of class. Students not qualified in the rules will not be allowed to continue in the class. Students will be required to make up trains, couple and uncouple cars and locomotives, troubleshoot air brakes systems, get on and off moving equipment, remove and apply knuckles of cars (knuckles weigh 75 pounds), and throw switches. Students are required to wear steel toe boots with defined heels, leather gloves, loose fitting jeans or coveralls, and head covers. The students will work as conductors on a minimum of one student trip and ride as observers for an additional eight trips.

**RAILR 144 Railroad Air Brakes 3.5 Units**

*Prerequisite: None.*

*Advisory: RAILR 120 and RAILR 122 with grades of "C" or better.*

*Hours: 54 hours LEC; 27 hours LAB*

This course offers an overview of the train air brake system from the rear of the engine to the flashing rear end device with a focus on the American brake valve. Emphasis is placed on Federal Railroad Administration requirements for Initial Terminal Brake Test, as well as industry Air Brake Rules on the use and application of the air brake system. The course includes inspection of the load, under carriage, air brake connections, hand brake systems, drain valves, and cut-out cocks.

**RAILR 294 Topics in Railroad Operations .5-4 Units**

*Prerequisite: None.*

*Hours: 72 hours LEC; 162 hours LAB*

This course is designed to give students an opportunity to study topics in Railroad Operations not included in current course offerings. This course may be taken four times for credit providing there is no duplication of topics.

**RAILR 295 Independent Studies in Railroad Operations 1-3 Units**

*Prerequisite: None*

*Hours: 54 hours LEC*

See Independent Studies.

**RAILR 297 Internship in Railroad Operations 1-3 Units**

*Prerequisite: RAILR 142 with a grade of "C" or better.*

*Hours: 54 hours LEC; 54 hours LAB*

Enrollment Limitations: Students are required to wear steel toe boots with defined heels, leather gloves, loose fitting jeans or coveralls, and head covers. The students must pass a Federal Railroad Administration Drug test prior to the first class and a Department of Transportation Physical requiring a Class I (one) back as defined by the American Medical Association as well as perfect color vision. Vision must be corrected to 20/20. Student must demonstrate strength in a doctor supervised setting including grip and muscle tone as to Class I specifications and general physical fitness that verifies a student's ability to lift 75 pounds. \*This course provides on the job site use and application of railroad rules, timetables, general orders, track bulletins, and track warrants. The students will apply these in a working railroad setting, making up trains, and switching boxcars from switch lists and work orders. Students are required to show proof of passing the Railroad rules exam or successfully passing the exam within the first sixteen hours of scheduled course time as required by the Federal Railroad Administration. Students not qualified in the rules will not be allowed to continue in the class. Students will be required to make up trains, couple and uncouple cars and locomotives, troubleshoot air brake systems, get on and off moving equipment up to 20 miles per hour, remove and apply knuckles of cars (knuckles weigh 75 pounds) and throw switches. This course will require the student to get on and off a train moving up to 20 miles per hour.

**RAILR 299 Experimental Offering in Railroad Operations .5-4 Units**

*Prerequisite: None*

*Hours: 54 hours LEC; 108 hours LAB*

See Experimental Offerings

**Recreation RECR**

Division of Kinesiology, Health, and Athletics  
 Mitchell Campbell, Dean/Athletic Director  
 Hughes Stadium, Section 1B  
 916-558-2425

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**RECR 300 Introduction to Recreation and Leisure Services 3 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This is an overview of recreation, park, and leisure services. This is a basic course that includes the nature, scope, and significance of leisure and recreation as a social force in today's society. There is a special emphasis placed on the role of the leader in recreational settings.

**RECR 310 Outdoor Recreation 3 Units**

*Prerequisite: None*

*Advisory: ENGRD 110 and ENGWR 101 with grades of "C" or better.*

*Course Transferable to CSU*

*Hours: 54 hours LEC*

This is an entry level course for recreation and similar majors. This course involves an orientation to resources for quality outdoor recreational experiences, management of people, job opportunities, trend, problems and issues in public and private outdoor recreation agencies. It provides an introduction of philosophies and operating procedures of outdoor recreation facilities within federal, state, and local government. To further enhance the learning experience, two field trips to outdoor recreational areas will be included.

**RECR 499 Experimental Offering in Recreation .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This is an experimental course offering designed to provide students with courses not normally offered in the Recreational area. Course topics will be structured around new and emerging issues related to the field of Recreation. This course may be taken four times for a maximum of 16 units.

Division of Humanities and Fine Arts  
 Chris Iwata, Dean  
 Performing Arts Center 137  
 916-558-2551

**SILA 305      American Sign Language 1      4 Units**

*Prerequisite: None*  
*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC*  
 This is the beginning course in a series of four courses in the visual-gestural processes of American Sign Language (ASL). It provides instructional activities for students to become competent in communication with deaf people. The emphasis is on non-speech communication.

**SILA 306      American Sign Language 2      4 Units**

*Prerequisite: SILA 305 with a grade of "C" or better*  
*General Education: AA/AS Area I; CSU Area C2; IGETC Area 6*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC*  
 This is the second in a series of four courses in American Sign Language. The emphasis is on nonverbal communication. Topics presented include grammatical features such as adjective descriptors, differentiation between cardinal/ordinal numbers, contrastive structure, temporal aspect markers, and temporal sequencing.

**SILA 315      American Sign Language 3      4 Units**

*Prerequisite: SILA 306 with a grade of "C" or better*  
*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC*  
 This course is the third in a series of four courses in American Sign Language. It emphasizes expressive and receptive nonverbal communication skills between signers who have preliminary American Sign Language syntactical and lexical skills. It provides an understanding of deaf cultural processes by identifying behaviors and norms from activities assigned in the course. It also includes dialogs that involve asking, empathizing, negotiating, and agreeing or disagreeing.

**SILA 316      American Sign Language 4      4 Units**

*Prerequisite: SILA 315 with a grade of "C" or better*  
*General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Areas 6A*  
*Course Transferable to UC/CSU*  
*Hours: 72 hours LEC*  
 This is the final course in a series of four courses in American Sign Language. It emphasizes expressive communication skills that involve sharing interesting facts, talking about money, making major life decisions, and narrating unforgettable moments. It incorporates information and activities previously learned about Deaf into these narratives.

**SILA 330      Impact of Deafness      3 Units**

*Prerequisite: None*  
*General Education: CSU Area D7; IGETC Area 4G*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 This course is a survey of four institutions that have critical impact on the psycho-social development of Deaf people: family, education, work, and society. It provides awareness and sensitivity to the unique challenges of deafhood and how they influence personal-social and communication competencies of the Deaf person. Selected visits to community events may be required.

**SILA 331      Deafhood Seminar 1      3 Units**

*Prerequisite: Involvement in the Deaf community with an in-depth understanding of the deaf cultures and issues within the Deaf community, fluency in American Sign Language (ASL), and strong receptive skills in ASL without ASL Interpreters*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  
 In this course, an in-depth guide to Deaf Culture will be presented, starting from the premise that Deaf culture has an important contribution to make to other academic disciplines and to human lives in general. Within and outside of Deaf communities, there is a need for an account of the new concept of Deaf culture, which helps students or Deaf leaders of Sacramento to assess its place alongside work within other minority cultures and multilingual discourses. In this course, students will assess the concepts of culture on its own terms and in its many guises, and apply these to Deaf communities. In addition, the students will study the pitfalls that have been created for Deaf communities by an unthinking adherence to the medical concept of 'deafness' and contrast this with the new concept of Deafhood: a process by which every Deaf student, family, and adult implicitly explains their existence in the world to themselves and each other.

**SILA 332      Educating Deaf People      3 Units**

*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
 This is a survey course of topics related to educating deaf children, adults, and multi-handicapped individuals. It also covers teaching methods and philosophies, school placement issues, child development, and methods of addressing developmental and linguistic stages. Selected visits to deaf school in Fremont, mainstreaming/deaf program school at local may be required.

**SILA 334 Sign Language for Educators 1 Unit**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course provides techniques for educators to use in facilitating communication with deaf and hard of hearing children. Topics to be discussed include but are not limited to: education options for deaf and hard of hearing children; introduction to American Sign Language and fingerspelling; appropriate uses of ASL and fingerspelling in the classroom; history of teaching methods and philosophies for teaching deaf and hard of hearing children; legal and cultural aspects of deaf education; community resources for the deaf; the role of educational interpreters.

**SILA 336 Sign Language for Health Care Personnel and Health Care Students 1 Unit**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 18 hours LEC*

This course will provide techniques for Health Care Personnel and Health Care Students to facilitate communication with the Deaf Person. Topics to be discussed include but are not limited to: 1) Communication; 2) Introduction to American Sign Language and Fingerspelling; 3) History of Deafness; 4) Legal and Cultural Aspects of Deafness; 5) Community Resources.

**SILA 495 Independent Studies in Sign Language Studies 1-3 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC*

See Independent Studies

**SILA 499 Experimental Offering in Sign Language Studies .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU; UC Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

*Hours: 54 hours LEC*

See Experimental Offerings

Degree:  
A.A. - Social Sciences

Division of Behavioral and Social Sciences  
J. Frank Malaret, Dean  
Rodda North 226  
916-558-2401

**Social Sciences**  
**Associate in Arts Degree**

**Program Information**

The Social Science program is designed to give students the opportunity to explore a variety of disciplines. The flexibility of this program allows students to pursue their own unique intellectual interests and to cultivate analytical skills appropriate for a broad range of academic fields and professional occupations.

Only certain courses in the SCC Social Science major may apply toward the Social Science major at other four-year institutions, including California State University, Sacramento. For students intending to transfer to a specific college or university, consult the appropriate sections of that institution's catalog for admissions, general education, and major requirements. Consultation with a Sacramento City College Counselor is advised.

**Upon completion of this program, the student will be able to:**

- research and analyze topics from interdisciplinary perspectives.
- apply effective critical thinking skills.
- evaluate data, draw reasonable conclusions, and apply these conclusions to personal, social and political problems.
- recognize the various ways in which distinctions based on race, gender, class, creed, ethnicity, and sexual orientation operate within human communities.

**Required Program** **Units**

A minimum of 18 units from the following..... 18  
Choose courses from at least three of the disciplines listed below:

1. Anthropology: ANTH 300, ANTH 310, ANTH 315, ANTH 317, ANTH 320, ANTH 331, ANTH 332, ANTH 334, ANTH 341, ANTH 480, ANTH 481
2. Economics: ECON 100, ECON 302, ECON 304, ECON 310, ECON 330
3. Geography: GEOG 300, GEOG 302, GEOG 305, GEOG 306, GEOG 308, GEOG 310, GEOG 320, GEOG 322, GEOG 330, GEOG 334, GEOG 480
4. History: HIST 300, HIST 302, HIST 307, HIST 308, HIST 309, HIST 310, HIST 311, HIST 314, HIST 320, HIST 321, HIST 344, HIST 360, HIST 364, HIST 365, HIST 373, HIST 380, HIST 483, HIST 484, HIST 485
5. Political Science: POLS 301, POLS 302, POLS 304, POLS 310, POLS 312, POLS 313, POLS 320, POLS 322, POLS 340, POLS 480, POLS 481
6. Psychology: PSYC 300, PSYC 310, PSYC 314, PSYC 315, PSYC 316, PSYC 320, PSYC 335, PSYC 340, PSYC 352, PSYC 353, PSYC 355, PSYC 356, PSYC 358, PSYC 360, PSYC 363, PSYC 364, PSYC 367, PSYC 370 (FCS 324), PSYC 374 (FCS 332 or GERON 302), PSYC 376, PSYC 390, PSYC 392, PSYC 405 (ADMJ 303), PSYC 410, PSYC 412, PSYC 480
7. Social Science: SOCSC 300, SOCSC 320, SOCSC 325, SOCSC 330, SOCSC 332, SOCSC 335, SOCSC 336, SOCSC 350, SOCSC 352 (SOC 345)
8. Sociology: SOC 300, SOC 301, SOC 305, SOC 310 (FCS 320), SOC 312 (ECE 314 or FCS 314), SOC 321, SOC 335 (FCS 330 or GERON 300), SOC 341 (FCS 326), SOC 343, SOC 344, SOC 345 (SOCSC 352), SOC 350, SOC 375, SOC 380, SOC 382, SOC 480

**Associate in Arts (A.A.) Degree**

The Associate in Arts Degree may be obtained by completion of the required program, plus the general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

## Social Sciences (SOCSC)

### SOCSC 300 Introduction to Ethnic Studies 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 340 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course uses comparative methods to introduce the diverse institutional, cultural, and historical issues relating to the past and present life circumstances of Asian Americans, Mexican/Hispanic/Chicano/Latino Americans, Black Americans, Native Americans, and other recent immigrant groups. The course is designed to introduce students to information presented in upper division courses with ethnic studies content.

### SOCSC 320 Socio-Cultural, Economic and Political Experience of the African-American 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 340 with grade of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an inter-disciplinary overview of the sociocultural, economic, historic, and political issues in the life of African Americans in the United States. It will expose students of all ethnic backgrounds to the issues germane to the experience of African Americans in the United States.

### SOCSC 325 Asian Experience in America 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 340 with a grade of "C" or better

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an introduction to and an investigation of the Asian-American's role in the United States, with emphasis on historical and cultural contributions from the time of immigration to the present day.

### SOCSC 330 Mexican-Americans in the United States 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 340 with a grade of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This is an interdisciplinary introductory survey course in which students will examine the history, culture, and contemporary issues of Mexican Americans in the United States. Topics of emphasis include Mexican American history, culture, racial and ethnic paradigms, the question of borders, identity politics and other matters such as education, health, and law that have shaped the experiences of Mexican Americans in the United States. Students will also analyze the roles played by Mexican Americans in the politics, economics, and culture of the United States.

### SOCSC 332 The Sociology and Psychology of Mexicans and Latinos in the United States 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 340 with a "C" grade or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

In this course, students will examine the cultural, sociological, and psychological experience of Mexicans and Latinos in the United States. This course will give students the opportunity to analyze the ways in which Mexican and Latino communities are shaped by family dynamics, socio-economic structures, and religious and educational institutions. Complex issues of identity, assimilation, and self-esteem will also be addressed.

### SOCSC 335 Introduction to Native-American Studies 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW340 with a grade of "C" or better

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a survey of traditional cultures of Native American people of North America that focuses on the social, religious, economic, and artistic nature of various native groups. The antiquity, distribution, and linguistic history of native cultures are integrated with the contemporary status of native cultural traditions regarding social change and adaptation. The geographic, cultural, historical, and botanical environment of local native cultures will be emphasized. An optional field trip may be included.

### SOCSC 336 Native-American Culture and the Impact of Federal Policy 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW340 with a grade of "C" or better

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an in-depth study comparing Native American traditional cultures and religions in response to the impact of the European invasion. This course includes a review of tribal origins and oral traditions; 'Manifest Destiny'; the impact of treaties; land in trust; and European/Spanish/French culture and religious influences on indigenous people of the Americas. The course also covers disease epidemics; colonization; missionization; religious resistance (The Ghost Dance); attempts at assimilation; the establishment of the Bureau of Indian Affairs; removal policies; reservation policies; boarding schools and the influence of Christianity on Indian children; the Dawes Allotment Act; citizenship; reorganization; termination, relocation and urbanization; social resistance; self determination (includes issues of religious freedom and the use of Peyote); the Indian Civil Rights Act; sacred sites; restoration; and the Native American Graves Protection and Repatriation Act; as well as cultural appropriation of indigenous religion. An optional field trip may be included.



**SOCSC 350 Introduction to Women's Studies 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 or ESLW 340 with a grade of "C" or better.*

*General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D4; IGETC Area 4D*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course provides an interdisciplinary introduction to Women's Studies through the exploration and examination of historical, philosophical, sociological, psychological, and literary perspectives as they pertain to women. Emphasis will be placed on what it means to grow up female in different racial contexts, with particular emphasis on the effects of culture and ethnicity. Each student writes a minimum of 3,000 words.

**SOCSC 352 Global Women's Issues 3 Units**

*Same As: SOC 345*

*Prerequisite: None.*

*Advisory: ENGRD 110 and ENGWR 101 with grades of "C" or better OR ESLW 340 and ESLR 340 with grades of "C" or better.*

*General Education: AA/AS Area V(b); CSU Area D4; CSU Area D7; IGETC Area 4D; IGETC Area 4G*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

In this course, students will explore issues relevant to women in different parts of the world. The course will cover global issues (e.g. globalization, poverty, war), women's issues (e.g. discrimination, health, violence), and the intersection of the two. Students will learn how to locate these issues in the context of the global women's movement and in various societies around the world. In addition, students will explore how women's oppression and empowerment take on different forms in different countries and communities. Credit will be awarded for SOCSC 352 or SOC 345, but not both.

**SOCSC 493 Topics in International Studies .5-4 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 with a grade of "C" or better or ESLR 320 and ESLW 320 with grades of "C" or better.*

*Course Transferable to UC/CSU*

*Hours: 72 hours LEC*

This course provides a seminar setting in which students can study and discuss issues in international studies (regional and global issues) with faculty from a variety of disciplines. Specific regions (e.g., Latin America, Africa, Asia, the Middle East, Europe) are addressed topically. This course may be taken four times for credit up to 16 units provided there is no duplication of topics. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**SOCSC 495 Independent Studies in Social Science 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LAB*

This is an independent studies course. The topics are to be arranged between the instructor and the student. U.C. transfer credit will be awarded only after the course has been evaluated by the enrolling U.C. campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.

**SOCSC 499 Experimental Offering in Social Science .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

# Sociology

# SOC

**Degree:**

A.A. - Sociology

AA-T - Associate in Arts in Sociology for Transfer

**Division of Behavioral and Social Science**

J. Frank Malaret, Dean

Rodda North 226

916-558-2401

## Sociology

### Associate in Arts Degree

The Sociology major is designed to prepare students for further study in Sociology leading to the BA, MA, MSW and/or Ph.D. degrees. Sociologists with graduate degrees teach at the high school, college and graduate levels. Research sociologists manage and execute research at the local, state and federal levels and in both private and public sector industry. Additional careers facilitated by advanced study of sociology include public policy analysis, jurisprudence and careers in international fields. Applied sociologists work with social service agencies and community programs in developing resources for various populations, i.e., at-risk-youth, the elderly or people experiencing challenges related to poverty, substance abuse or the justice system. Sociology majors are encouraged to participate in community activities and community service internships, and often attend relevant guest lectures and public events.

**Upon completion of this program, the student will be able to:**

- articulate the sociological perspective on human behavior.
- compare and contrast the major theoretical orientations in sociology.
- articulate the role of theory and social research methods in sociology.
- evaluate data, draw reasonable conclusions, and apply these conclusions to personal, community, and societal-level problems.
- explain how the science of sociology produces knowledge about society, social interaction, and human behavior.
- integrate content knowledge and cognitive skills, i.e., logical thinking, problem-solving, and critical reasoning, when completing exams, term papers, and additional class assignments.
- apply sociological principles that contribute to the foundation for life-long personal growth and development of effective interpersonal and social skills.
- apply sociological principles to education, employment, and everyday life.

**Required Program**

**Units**

SOC 300 Introductory Sociology (3).....	3
or SOC 480 Introductory Sociology (Honors) (3)	
SOC 321 Race, Ethnicity and Inequality in the U.S. ....	3
SOC 301 Social Problems.....	3

A minimum of 3 units from the following:.....	3
SOC 305 Critical Thinking in the Social Sciences (3)	
FCS 320 Marriage and the Family (3)	
or SOC 310 Marriage and the Family (3)	
SOC 344 Sociology of Women's Health (3)	
SOC 343 Women and Social Action (3)	
FCS 326 Sex and Gender in the U.S. (3)	
or SOC 341 Sex and Gender in the U.S (3)	
GERON 300 Sociology of Aging (3)	
or FCS 330 Sociology of Aging (3)	
or SOC 335 Sociology of Aging (3)	
SOC 375 Introduction to Community Development (3)	
SOC 330 Issues in Multicultural Society (3)	
SOC 380 Introduction to Social Services (3)	
SOC 382 Introduction to Casework in Social Sciences (3)	

A minimum of 9 units from the following:.....	9 <sup>1</sup>
ANTH 310 Cultural Anthropology (3)	
or ANTH 481 Cultural Anthropology Honors (3)	
GEOG 310 Human Geography:	
Exploring Earth's Cultural Landscapes (3)	
HIST 300 History of Western Civilization (3)	
HIST 302 History of Western Civilization (3)	
HIST 310 History of the United States (3)	
or HIST 483 History of the United States Honors (3)	
HIST 311 History of the United States (3)	
or HIST 484 History of the United States Honors (3)	
HIST 320 History of the United States:	
African-American Emphasis (3)	
HIST 321 History of the United States:	
African-American Emphasis (3)	
PHIL 310 Introduction to Ethics (3)	
PSYC 300 General Principles (3)	
or PSYC 480 General Principles Honors (3)	
PSYC 356 Human Sexuality (3)	

**Total Units Required**

**21**

<sup>1</sup>No more than three units from any single area/department may be taken.

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Transfer Information**

In addition to the course requirements, transfer students should complete the general education requirements for the university to which they plan to transfer. Students can also use the Sacramento City College General Education pattern to obtain the degree; however, these courses do not necessarily fulfill the general education requirements of transfer institutions. Students should see a counselor regarding academic planning.

## Sociology

### AA-T - Associate in Arts in Sociology for Transfer

#### Program Information

The sociology major is designed to prepare students for further study in sociology leading to the BA, MA, MSW, and/or Ph.D. degrees. The transfer degree program provides students the opportunity to complete the lower-division coursework required for four-year programs in sociology. This program is for students who plan to transfer to a California State University (CSU.) Completion of the CSU General-Breadth or IGETC general education pattern is required. It is highly recommended that students meet with a counselor because major and general education requirements vary for each college/university.

To earn an associate transfer degree, students must complete the following requirements:

- (1) Complete a minimum 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 or the Intersegmental General Education Transfer Curriculum (IGETC).
  - (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) Obtain of a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major or area of emphasis.

#### Career Opportunities

Sociologists with graduate degrees may teach at the high school, college, and graduate levels. Research sociologists may manage and execute research at the local, state, and federal levels and in both private and public sector industry. Additional careers facilitated by advanced study of sociology include public policy analysis, jurisprudence, and careers in international fields. Applied sociologists work with social service agencies and community programs developing resources for various populations, i.e. at-risk-youth, the elderly or people experiencing challenges related to poverty, substance abuse or the justice system. Sociology majors are encouraged to participate in community activities and community service internships, and often attend relevant guest lectures and public events.

#### Upon completion of this program, the student will be able to:

- apply the sociological perspective on human behavior.
- compare and contrast the major theoretical orientations in sociology.
- analyze the role of theory and social research methods in sociology.
- evaluate data, draw reasonable conclusions, and apply these conclusions to personal, community, and societal-level problems.
- integrate content knowledge and cognitive skills, i.e. logical thinking, problem-solving, and critical reasoning, when completing exams, term papers, and additional class assignments.
- apply sociological principles that contribute to the foundation for life-long personal growth and development of effective interpersonal and social skills.
- apply sociological principles to social institutions such as education, employment, medicine and religion.

#### Required Program

#### Units

SOC 300 Introductory Sociology (3).....	3
or SOC 480 Introductory Sociology - Honors (3)	
SOC 301 Social Problems.....	3
STAT 300 Introduction to Probability and Statistics (4) .....	4
or STAT 480 Introduction to Probability and Statistics - Honors (4)	

A minimum of 6 units from the following:.....	6
SOC 321 Race, Ethnicity and Inequality in the United States (3)	
FCS 320 Marriage and the Family (3)	
or SOC 310 Marriage and the Family (3)	
FCS 326 Sex and Gender in the U.S. (3)	
or SOC 341 Sex and Gender in the U.S. (3)	

A minimum of 3 units from the following:.....	3
SOC 305 Critical Thinking in the Social Sciences (3)	
SOC 321 Race, Ethnicity and Inequality in the United States (3)	
GERON 300 Sociology of Aging (3)	
or FCS 330 Sociology of Aging (3)	
or SOC 335 Sociology of Aging (3)	
FCS 326 Sex and Gender in the U.S. (3)	
or SOC 341 Sex and Gender in the U.S. (3)	
SOC 343 Women and Social Action (3)	
SOC 344 Sociology of Women's Health (3)	
SOCSC 352 Global Women's Issues (3)	
or SOC 345 Global Women's Issues (3)	

#### Total Units:

19

#### Associate in Arts for Transfer Degree

The Associate in Arts in Sociology for Transfer (AA-T) degree may be obtained by completion of 60 transferable, semester units with a minimum 2.0 GPA, including (a) the major or area of emphasis described in the Required Program, and (b) either the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.

## Sociology (SOC)

### **SOC 99 Workplace Success: A Sociological Map to Succeeding in the Workplace 3 Units**

*Prerequisite:* None.

*Hours:* 54 hours LEC

This course teaches students how to use the sociological perspective to reconceptualize the workplace and develop the interpersonal and organizational skills it requires. It is a non-transferable course designed for students in need of strategies to help them attain success in the workplace.

### **SOC 300 Introductory Sociology 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D0; IGETC Area 4J

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the elements and experience of social life. Analysis and discussion of social structure, culture, deviant behavior, social institutions, stratification, inequality, and social change will be explored within a domestic and global framework.

### **SOC 301 Social Problems 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

*General Education:* AA/AS Area V(b); CSU Area D0; IGETC Area 4J

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines current social problems at the global, national, regional, and local level from a sociological perspective.

### **SOC 305 Critical Thinking in the Social Sciences 3 Units**

*Prerequisite:* ENGWR 300 with a grade of "C" or better, or the equivalent

*General Education:* AA/AS Area V(b); AA/AS Area II(b); CSU Area A3; IGETC Area 1B

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the definitional and contextual nature of social issues. It develops a "critical thinking" approach, which integrates interdisciplinary principles and incorporates a comparative framework utilizing literary criticism, logic, argumentation, and persuasion to analyze and compare the content and validity of social problems. This course specifically explores how the media and scientific community collect, interpret, and report social data. Combining critical thinking tools with the sociological perspective will help students to question the assumptions that surround social phenomena and influence human behavior.

### **SOC 310 Marriage and the Family 3 Units**

*Same As:* FCS 320

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

*General Education:* AA/AS Area V(b); AA/AS Area III(b); CSU Area D7; CSU Area E1; IGETC Area 4G

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines the social, psychological, historical, and economic factors relating to changing family, courtship, marriage, and partnership patterns. This course will include examination and analysis of social constructions of childhood, adolescence, and early, middle, and late adulthood. Exploration of changing gender roles, courtship patterns, and parenting will also be included. Emphasis will be placed on diversity of families and family forms. (Credit may be awarded for either SOC 310 or FCS 320 but not both.)

### **SOC 312 The Child, the Family and the Community 3 Units**

*Same As:* ECE 314 and FCS 314

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 340 and ESLW 340 and ESL 114; and FCS 312 or ECE 312; and LIBR 318 with grades of "C" or better

*General Education:* AA/AS Area V(b); AA/AS Area III(b); CSU Area D0; CSU Area D7; CSU Area E1; IGETC Area 4G; IGETC Area 4J

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is an examination of the developing child in a societal context focusing on the interrelationship of family, school, and community and emphasizing historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. Influences on growth and development including media, social class, gender, sexual orientation, racial/ethnic groups, and their relationship to family behavior will be studied. Students will identify and evaluate personal family dynamics and consequences. (Students may receive credit for ECE 314, FCS 314, or SOC 312, maximum one course.)

### **SOC 321 Race, Ethnicity and Inequality in the United States 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 or ESLW 340 and ESLR 340 with a C or better.

*General Education:* AA/AS Area V(b); AA/AS Area VI; CSU Area D0; CSU Area D3; IGETC Area 4J

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines patterns of ethnic relations. The course emphasis is domestic, but includes investigations of global concerns. Topics include discrimination, prejudice, social stratification, inequality, racism, sexism, ageism, homophobia, and related subjects.

**SOC 335 Sociology of Aging 3 Units**

Same As: FCS 330 and GERON 300

Prerequisite: None.

Advisory: ENGRD 110 and ENGWR 101 or ESLR 340 and ESLW 340 and ESL 114; and FCS 324; and LIBR 318 with grades of "C" or better.

General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D0; CSU Area E1; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

In this course students will examine the aging process with emphasis on social factors affecting and affected by an aging population. The course includes an analysis of demographics, history of aging in America, social conditions, resources and support systems, employment, retirement, social class, and cultural differences. Students will be encouraged to reflect on their status in the sociology of aging process. (Credit awarded for FCS 330 or GERON 300 or SOC 335.)

**SOC 341 Sex and Gender in the U.S. 3 Units**

Same As: FCS 326

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

General Education: AA/AS Area V(b); CSU Area D0; CSU Area D4; CSU Area E1; IGETC Area 4D; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course focuses on gender relations in American society. It examines historical, social, economic, political, and cultural forces in shaping gender identity, gender roles, and gender expectations. The goal of the course is to utilize sociological theories to explain gender experience as socially constructed rather than biologically determined. Specifically, the course examines the experience of people of diverse economic, racial, and ethnic origins within a historical and cross-cultural perspective. (Credit for FCS 326 or SOC 341.)

**SOC 343 Women and Social Action 3 Units**

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

General Education: AA/AS Area V(b); CSU Area D0; CSU Area D4; IGETC Area 4D; IGETC Area 4J

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course provides an overview of the ways in which women engage in deliberative social action to change the conditions of their lives and of their communities. The work of various social activists, past and present, will be analyzed in the context of sociological theory as applied to issues related to the institutions of family, health, religion, employment, sexual harassment, housing, and interpersonal violence.

**SOC 344 Sociology of Women's Health 3 Units**

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D4; CSU Area E1; IGETC Area 4D

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course provides a sociological analysis of health issues that concern women throughout their life course. The impact of physiology, psychology, culture, society, and politics upon women's well-being will be addressed using the feminist perspective.

**SOC 345 Global Women's Issues 3 Units**

Same As: SOCSC 352

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110, or ESLW 340 and ESLR 340, with grades of "C" or better. LIBR 318 with grade of "C" or better.

General Education: AA/AS Area V(b); CSU Area D4; CSU Area D7; IGETC Area 4D; IGETC Area 4G

Course Transferable to UC/CSU

Hours: 54 hours LEC

In this course, students will explore issues relevant to women in different parts of the world. The course will cover global issues (e.g. globalization, poverty, war), women's issues (e.g. discrimination, health, violence), and the intersection of the two. Students will learn how to locate these issues in the context of the global women's movement and in various societies around the world. In addition, students will explore how women's oppression and empowerment take on different forms in different countries and communities. Credit will be awarded for SOCSC 352 or SOC 345, but not both.

**SOC 350 Sociology of Popular Culture 3 Units**

Prerequisite: None.

General Education: AA/AS Area V(b); CSU Area D0

Course Transferable to CSU

Hours: 54 hours LEC

This course analyzes the historical development and emergence of American popular culture and the relationship between contemporary popular culture, social institutions, and collective behavior.

**SOC 375 Introduction to Community Development 3 Units**

Prerequisite: None.

Advisory: ENGWR 101 or ESLW 340 with a grade of "C" or better.

General Education: CSU Area D0

Course Transferable to CSU

Hours: 54 hours LEC

This course explores the basic principles of community development. Students will analyze models of successful community practice and learn how to create social capital. Case study methods will be used to explore resource mapping, problem assessment, and strategies for funding nonprofit organizations.

**SOC 380 Introduction to Social Services 3 Units**

Prerequisite: None.

Advisory: ENGWR 101 and ENGRD 110 or ESLR 340 and ESLW 340 with grades of "C" or better.

General Education: AA/AS Area V(b)

Course Transferable to CSU

Hours: 54 hours LEC

This course will provide a comprehensive overview of social services. Students will study the full range of organized activities of private, nonprofit, and public sector organizations that seek to prevent, alleviate, or contribute to the solutions of recognized social problems or to improve the well-being of individuals, groups, or communities. This is the introductory course for students interested in careers in applied sociology. This course will provide a multicultural perspective and the opportunity to practice developing skills of critical analysis.

**SOC 382 Introduction to Casework in Social Services 3 Units**

*Prerequisite:* None.

*Advisory:* Completion of ENGWR 101 and ENGRD 110 or ESLR 340 and ESLW 340 with grades of "C" or better.

*General Education:* AA/AS Area V(b)

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course examines the socio-cultural context of the role of the case manager in contemporary American society. Explorations of the basic concepts of human behavior, exceptional and vulnerable populations, organizational structure and resource development, and case management principles are included in the curriculum.

**SOC 385 Practicum in Sociology 1-4 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 with a grade of "C" or better.

*General Education:* AA/AS Area V(b)

*Course Transferable to CSU*

*Hours:* 18 hours LEC ; 300 hours LAB

Through assignments tied to internship placements, this course will link student work experiences to the structure and processes of organizations. Students will learn techniques to address common problems within organizations and will consider the issues of power, bureaucracy, and communication within wider social systems. Course activities will include completion of Title V Education Code papers (the students' Application, Time-sheet, Letter of Cooperation, Objectives, and Evaluations, which document the students' hours and work spent at the internship site. In addition, the student is required to fulfill 18 hours lecture (online or face-to-face formats) and 75 hours of instructor-approved paid work or 60 hours of volunteer work for one unit; the student will receive one additional unit for each segment of 75 paid hours or 60 volunteer hours of instructor-approved work. This course may be taken four times for a maximum of 16 units as long as there are new or expanded learning opportunities on the job. This course is offered in both face-to-face and online formats.

**SOC 480 Introductory Sociology - Honors 3 Units**

*Prerequisite:* None.

*General Education:* AA/AS Area V(b); CSU Area D0; IGETC Area 4J

*Enrollment Limitation:* Eligibility for the Honors Program

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course examines human behavior as it is affected by social forces. Concepts such as culture, social institutions, social stratification, social change, and social control will be analyzed from both a micro and macro-sociological perspective. The class is conducted as a seminar in which students will be responsible for developing qualitative and/or quantitative analyses of controversial issues and drawing on classical and contemporary sociological theory to frame classroom presentations. There will be oral and written assignments, as well as experiential activities. This course is designed for students from all academic disciplines who are motivated to learn the sociological perspective and how it can be applied to all aspects of the human experience. This honors section uses an intensive instructional methodology designed to challenge motivated students.

**SOC 494 Topics in Sociology .5-4 Units**

*Prerequisite:* None.

*Advisory:* SOC 300 and ENGRD 310 and ENGWR 101 or ESLR 340 and ESLW 340, with grades of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 72 hours LEC

This course provides an examination of specific topics from a sociological perspective. The particular subject to be covered each semester will be determined by the Sociology Department and depend on topical events. Students may earn from .5-4 units. Consult the schedule of classes for specific topics. UC transfer credit will be awarded only after the course has been evaluated by enrolling at the UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**SOC 495 Independent Studies in Sociology 1-3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU; UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.*

*Hours:* 18 hours LEC

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regular offered courses, pursuant to agreement among college, faculty members, and students. Independent studies in sociology offers students a chance to do research that is more typical of theoretical and applied sociology. Students may also choose to explore unique sociological topics under the direction of a sociology faculty member. This course may be taken four times providing there is no duplication of content areas.

**SOC 499 Experimental Offering in Sociology .5-4 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU; UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.*

*Hours:* 54 hours LEC ; 75 hours LAB

See Experimental Offering.

Division of Mathematics/Statistics & Engineering  
 Anne E. Licciardi, Dean  
 South Gym 220  
 916-558-2202

**STAT 300 Introduction to Probability and Statistics 4 Units**

*Prerequisite:* MATH 120 or 124 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC

This course is an introduction to probability and statistics. Topics include: elementary principles and applications of descriptive statistics, counting principles, elementary probability principles, probability distributions, estimation of parameters, hypothesis testing, linear regression and correlation, and ANOVA. Scientific calculators with two-variable statistical capabilities may be required for this class.

**STAT 480 Introduction to Probability and Statistics - Honors 4 Units**

*Prerequisite:* MATH 120 or 124 with a grade of "C" or better; or placement through the assessment process.  
*General Education:* AA/AS Area II(b); AA/AS Mathematics Competency; CSU Area B4; IGETC Area 2  
*Enrollment Limitation:* Eligibility for the honors program  
*Course Transferable to UC/CSU*  
*Hours:* 72 hours LEC

This course is an introduction to probability and statistics designed for students in the honors program. Topics include: elementary principles and applications of descriptive statistics, counting principles, elementary probability principles, probability distributions, estimation of parameters, hypothesis testing, linear regression and correlation, and ANOVA. Scientific calculators with two-variable statistical capabilities may be required for this class. This honors section uses an intensive instructional methodology designed to challenge motivated students.

**STAT 495 Independent Studies in Statistics 1-3 Units**

*Prerequisite:* None.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC  
 This is an independent studies course. The topics are to be arranged between the instructor and the student. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

**STAT 499 Experimental Offering in Statistics .5-4 Units**

*Prerequisite:* None  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC  
 See Experimental Offering. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Student Government      SGVT

Student Leadership and Development  
 Michael Poindexter, Vice President, Student Services  
 Rodda Hall North 272  
 916-558-2141

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### **SGVT 300      Introduction to Student Government      2 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 54 hours LAB*

This course is an introduction to the dynamics of working groups. It provides theory and practice in leadership, parliamentary procedure, committee techniques, and organizational behavior. The emphasis is on governmental procedures and functions as they apply to student governance. Students can anticipate participation in student government and committees. This course may be taken twice for credit.

### **SGVT 499      Experimental Offering in Student Government      .5-4 Units**

*Prerequisite: None*

*Course Transferable to CSU*

*Hours: 54 hours LEC; 36 hours LAB*

See Experimental Offerings



**Degrees:**

- A.A. - Acting-Directing Emphasis
- A.A. - Technical Production Emphasis
- A.A. - Film

**Division of Humanities and Fine Arts**

Chris Iwata, Dean  
 Performing Arts Center 137  
 916-558-2551

**Certificates of Achievement:**

- Film Production
- Film Studies

**Acting-Directing Emphasis**

**Associate in Arts Degree**

**Program Information**

This program provides students an understanding of the overall process by which theatre is produced, including the theories and techniques of acting, directing, playwriting, and the elements of technical theatre. It also provides an overview of the historical and social context of the theatre. Transfer students should consult the Requirements of the Transfer Institutions section in this catalog and the Theatre Arts, Drama, or related Majors sections of the specific catalog for the institution to which they wish to transfer to determine admission, general education, and major requirements. Consultation with an SCC counselor is urged.>

**Upon completion of this program, the student will be able to:**

- recognize standard practices of ensemble playing in a rehearsal/performance environment.
- compare and analyze the theories and techniques of acting and/or directing 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.
- demonstrate skill for directing acting, including text analysis, staging, actor coaching, and design.
- analyze theatre as a dynamic art form influencing society.
- compare and contrast theatrical periods and styles in terms of acting, directing, playwriting, and technical elements.
- analyze the components of a theatrical production.
- 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.

**Required Program**

**Units**

A minimum of 21 units from the following:..... 21

- TA 300 Introduction to the Theatre (3)
- TA 302 History and Theory of the Theatre I (3)
- TA 303 History and Theory of the Theatre II (3)
- TA 342 Introduction to Acting (3)
- TA 350 Theory and Techniques of Acting I (3)
- TA 351 Theory and Techniques of Acting II (3)
- TA 420 Stagecraft (3)
- or TA 422 Stage Lighting (3)

A minimum of 9 units from the following: ..... 9

- TA 308 Diversity in American Theatre (3)
- TA 339 Screenwriting (3)
- TA 356 Acting for the Camera I (3)
- TA 360 Styles of Acting (3)
- TA 364 Shakespeare Without Fear (3)
- TA 370 Theatre Movement (2)
- TA 395 Playwriting (3)
- TA 407 Children's Theatre (0.5 - 3)
- TA 423 Introduction to Scene Design for the Stage (3)

- TA 437 Stage Make-up I (2)
- TA 452 One-Act Play Workshop (3)
- TA 454 Race & Ethnicity in Performance I (3)
- TA 455 Race & Ethnicity in Performance II (3)
- TA 461 Rehearsal and Performance - Drama (0.5 - 3)
- TA 462 Rehearsal and Performance - Comedy (0.5 - 3)
- TA 463 Rehearsal and Performance - Classical (0.5 - 3)
- TA 464 Rehearsal and Performance - Children's Show (0.5 - 3)
- TA 465 Rehearsal and Performance - Musical (0.5 - 3)
- TA 466 Rehearsal and Performance - Musical Ensemble (0.5 - 3)
- or MUP 370 Rehearsal and Performance - Musical Ensemble (0.5 - 3)
- TA 477 Fundamentals of Repertory Production (1 - 3)

**Total Units Required**

**30**

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Technical Production Emphasis**

**Associate in Arts Degree**

**Program Information**

This program provides the student with an understanding of the process by which theatre is produced from a technical standpoint, including scenic design, lighting design, costuming, sound design, and make-up design, and the application of these designs. It also provides an overview of the other processes that are involved in the production of theatre, such as acting, directing, and playwriting; and of the historical and social context of the theatre. Transfer students should consult the Requirements of the Transfer Institutions section in this catalog and the Theatre Arts, Drama, or related Majors sections of the specific catalog for the institution to which they wish to transfer to determine admission, general education, and major requirements. Consultation with an SCC counselor is urged.

**Upon completion of this program, the student will be able to:**

- assess the influence of theatre as a dynamic art form and a social and cultural force in our society.
- compare theatrical periods and styles in terms of acting, directing, playwriting, and technical elements.
- analyze the components of a theatrical production and the role of technical theatre in the production process.
- evaluate a script, assess production requirements, and develop practical and artistic solutions through scenic, lighting, costume, sound, or makeup designs.
- integrate practical information from construction plans.
- demonstrate proficiency in technical production skills.
- evaluate tools, materials, and processes used in technical theatre work.

<b>Required Program</b>	<b>Units</b>
A minimum of 18 units from the following:.....	18
TA 300 Introduction to the Theatre (3)	
TA 302 History and Theory of the Theatre I (3)	
TA 303 History and Theory of the Theatre II (3)	
TA 342 Introduction to Acting (3)	
TA 420 Stagecraft (3)	
TA 422 Stage Lighting (3)	
A minimum of 6 units from the following: .....	6
TA 331 Film Making (3)	
TA 332 Film-Making Projects (3)	
TA 423 Introduction to Scene Design for the Stage (3)	
TA 430 Costume Construction (3)	
TA 437 Stage Make-up I (2)	
TA 407 Children's Theatre (0.5 - 3)	
TA 461 Rehearsal and Performance - Drama (0.5 - 3)	
TA 462 Rehearsal and Performance - Comedy (0.5 - 3)	
TA 463 Rehearsal and Performance - Classical (0.5 - 3)	
TA 464 Rehearsal and Performance - Children's Show (0.5 - 3)	
TA 465 Rehearsal and Performance - Musical (0.5 - 3)	
TA 466 Rehearsal and Performance - Musical Ensemble (0.5 - 3)	
or MUP 370 Rehearsal and Performance - Musical Ensemble (0.5 - 3)	
A minimum of 3 units from the following: .....	3
TA 308 Diversity in American Theatre (3)	
TA 356 Acting for the Camera I (3)	
TA 360 Styles of Acting (3)	
TA 364 Shakespeare Without Fear (3)	
TA 370 Theatre Movement (2)	
TA 339 Screenwriting (3)	
TA 395 Playwriting (3)	
TA 452 One-Act Play Workshop (3)	
TA 454 Race & Ethnicity in Performance I (3)	
TA 455 Race & Ethnicity in Performance II (3)	
A minimum of 3 units from the following: .....	3
TA 407 Children's Theatre (0.5 - 3)	
TA 461 Rehearsal and Performance - Drama (0.5 - 3)	
TA 462 Rehearsal and Performance - Comedy (0.5 - 3)	
TA 463 Rehearsal and Performance - Classical (0.5 - 3)	
TA 464 Rehearsal and Performance - Children's Show (0.5 - 3)	
TA 465 Rehearsal and Performance - Musical (0.5 - 3)	
TA 466 Rehearsal and Performance - Musical Ensemble (0.5 - 3)	
or MUP 370 Rehearsal and Performance - Musical Ensemble (0.5 - 3)	
<b>Total Units Required</b>	<b>30</b>

### Associate in Arts (A.A.) Degree

The Associate in Arts degree may be obtained by completion of the required program plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

### Transfer Program

Transfer students should consult the Requirements of Transfer Institutions section in this catalog and the Theatre Arts, Drama, or related Majors sections of the specific catalog for the institution to which they wish to transfer to determine admission, general education, and major requirements. Consultation with an SCC counselor is urged.

## Film

### Associate in Arts Degree

#### Program Information

The Film degree will provide the opportunity for a core foundation in various aspects of film history, diversity, and production. Students can learn the collaborative nature of filmmaking through classroom presentations and hands-on crew experiences. The process allows students to develop skills in all areas of the craft while exploring both the creative and technical aspects of production. Students learn an appreciation of film as a medium of communication. This degree provides lower division preparation for transfer to a baccalaureate degree in this field.

#### Career Opportunities

Skills learned in this program could lead to employment in the following fields:

Production Management, Camera (i.e. Director of Photography, Camera Operator), Lighting (i.e. Rigger, Lighting Technician), Sound (i.e. Production Mixer, Boom Operator), Grip, Set Decoration, Production Design, Props, Make-Up, Film Editing, Acting, and Directing.

#### Upon completion of this program, the student will be able to:

- describe the development of film and the art of filmmaking.
- compare and contrast different cinematic styles and structures.
- analyze films for their effective use of visual techniques
- formulate an independent and critical aesthetic perspective on the cinema.
- develop and apply film production elements to independent projects.
- exhibit fundamental skills necessary to obtain employment in the film industry.
- fulfill various requirements for transfer to a baccalaureate degree program in this field.

### Required Program

	<b>Units</b>
TA 300 Introduction to the Theatre .....	3
TA 310 Introduction to Film (3) .....	3
or ENGLT 400 Introduction to Film (3)	
TA 312 History of Film (3) .....	3 - 6
or [ TA 314 History of Film: 1880's through 1950's (3) and TA 315 History of Film: 1950's to Present (3) ]	
TA 318 Diversity in American Film.....	3
TA 331 Film Making (3) .....	3
A minimum of 15 units from the following:.....	15
TA 320 Cinema Genres (3)	
TA 322 An American Musical: Stage and Film (3)	
TA 323 From Stage to Screen, Production Design and Art Direction (3)	
TA 332 Film-Making Projects (3)	
TA 333 Film Editing with Final Cut Pro (3)	
TA 334 Film Editing with Final Cut Pro: Intermediate Workshop (3)	
TA 335 Introduction to DVD Production: iDVD & DVD Studio Pro (3)	
TA 336 Introduction to Motion Graphics for Film: Apple Motion (3)	
TA 337 Color Correcting and Grading for Film: Apple Color (3)	
TA 339 Screenwriting (3)	
TA 420 Stagecraft (3)	
TA 422 Stage Lighting (3)	
TA 430 Costume Construction (3)	
TA 437 Stage Make-up I (2)	
TA 438 Stage Make-up II (2)	
ENGLT 403 Film Adaptations (3)	
MUSM 322 Introduction to Film Music (3)	
MUSM 340 Introduction To Desktop Audio (1)	

- MUSM 356 Pro Tools 101, Introduction to Pro Tools (1.5)
- MUSM 357 Pro Tools 110 Intermediate Pro Tools (1.5)
- MUSM 362 Studio Mixdown Techniques (1.5)
- MUSM 366 Pro Tools 201, Advanced Pro Tools (1.5)
- MUSM 367 Audio for Video Post Production (1.5)

**Total Units Required** **30-33**

**Associate in Arts (A.A.) Degree**

The Associate in Arts degree may be obtained by completion of the required program plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

**Film Production**

**Certificate of Achievement**

**Program Information**

The Film certificate will provide the opportunity for a core foundation in various aspects of film production. The collaborative nature of filmmaking will be taught through classroom presentations and hands-on crew experiences. The process allows students to explore both the creative and technical aspects of production. Students learn an appreciation of film as a medium of communication. This certificate focuses on hands-on production and the understanding of the film making process.

**Career Opportunities**

Skills learned in this program could lead to employment in the following fields:

Production Management, Camera (i.e. Director of Photography, Camera Operator), Lighting (i.e. Rigger, Lighting Technician), Sound (i.e. Production Mixer, Boom Operator), Grip, Set Decoration, Production Design, Props, Make-Up, Film Editing, Acting, and Directing.

**Upon completion of this program, the student will be able to:**

- describe the development of film and the art of filmmaking.
- compare and contrast different cinematic styles and structures.
- analyze films for their effective use of visual techniques
- formulate an independent and critical aesthetic perspective on the cinema.
- develop and apply film production elements to independent projects.
- exhibit fundamental skills necessary to obtain employment in the film industry

**Required Program**

**Units**

TA 314 History of Film: 1880's through 1950's (3) .....	3
or TA 315 History of Film: 1950's to Present (3)	
TA 331 Film Making.....	3
A minimum of 12 units from the following:.....	12
TA 332 Film-Making Projects (3)	
TA 333 Film Editing with Final Cut Pro (3)	
TA 334 Film Editing with Final Cut Pro: Intermediate Workshop (3)	
TA 335 Introduction to DVD Production: iDVD & DVD Studio Pro (3)	
TA 336 Introduction to Motion Graphics for Film: Apple Motion (3)	
TA 337 Color Correcting and Grading for Film: Apple Color (3)	
TA 339 Screenwriting (3)	
TA 356 Acting for the Camera I (3)	
TA 420 Stagecraft (3)	
TA 422 Stage Lighting (3)	
TA 430 Costume Construction (3)	
TA 437 Stage Make-up I (2)	
TA 438 Stage Make-up II (2)	

- MUSM 322 Introduction to Film Music (3)
- MUSM 356 Pro Tools 101, Introduction to Pro Tools (1.5)
- MUSM 357 Pro Tools 110 Intermediate Pro Tools (1.5)
- MUSM 367 Audio for Video Post Production (1.5)

**Total Units Required** **18**

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

**Film Studies**

**Certificate of Achievement**

**Program Information**

The Film certificate will provide the opportunity for a core foundation in various aspects of film history, diversity, appreciation, and production. The collaborative nature of filmmaking will be taught through classroom presentations and hands-on crew experiences. The process allows students to explore both the creative and technical aspects of production. Students learn an appreciation of film as a medium of communication. This certificate focuses on the analytical understanding of the film making process rather than on hands-on production.

**Career Opportunities**

Skills learned in this program could lead to employment in the following fields:

Production Management, Director, Assistant Director, Production Researcher, Film Critic, Acting.

**Upon completion of this program, the student will be able to:**

- describe the development of film and the art of filmmaking.
- compare and contrast different cinematic styles and structures.
- analyze films for their effective use of visual techniques.
- formulate an independent and critical aesthetic perspective on the cinema.
- exhibit fundamental skills necessary to obtain employment in the film industry.
- develop and apply film production elements to independent projects.

**Required Program**

**Units**

TA 310 Introduction to Film (3) .....	3
or ENGLT 400 Introduction to Film (3)	
TA 314 History of Film: 1880's through 1950's .....	3
TA 315 History of Film: 1950's to Present.....	3
A minimum of 9 units from the following:.....	9
TA 332 Film-Making Projects (3)	
or TA 331 Film Making (3)	
TA 318 Diversity in American Film (3)	
TA 320 Cinema Genres (3)	
TA 322 An American Musical: Stage and Film (3)	
TA 323 From Stage to Screen, Production Design and Art Direction (3)	
TA 339 Screenwriting (3)	
ENGLT 403 Film Adaptations (3)	
MUSM 322 Introduction to Film Music (3)	

**Total Units Required** **18**

**Certificate of Achievement**

The Certificate of Achievement may be obtained by completion of the required program with grades of "C" or better.

## Theatre Arts (TA)

### TA 300 Introduction to the Theatre 3 Units

*Prerequisite:* None.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This audience-oriented, non-performance course focuses on the study of theatre and its relationship to: 1) the cultures and societies who create theatre; 2) to other entertainment media such as film and television; and 3) audience development. This course introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles, and genres of theatre through play reading, discussion, films, and viewing and critiquing live theatre, including a required field trip to a play at a professional or community theatre.

### TA 302 History and Theory of the Theatre I 3 Units

*Prerequisite:* None.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a study of the masterpieces of World Theatre from the Greeks to the Nineteenth Century. Lectures include the historical and cultural environment out of which the plays were written and an analysis of plays from a variety of viewpoints including their historical moment and their lasting impact upon a contemporary audience. The course will also include an investigation into the synergy of theatrical performance and theatre architecture development and the continuing impact of these issues on a contemporary audience. Students are required to see three on-campus stage productions during the semester.

### TA 303 History and Theory of the Theatre II 3 Units

*Prerequisite:* None.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a study of the principal types of twentieth century theatre. Lectures include the historical and cultural environment out of which the plays were written and an analysis of plays from a variety of viewpoints including their historical moment and their lasting impact upon a contemporary audience. The course will also include an investigation into the synergy of theatrical performance and theatre architecture development and the continuing impact of these issues on a contemporary audience. Students are required to see three on-campus stage productions during the semester.

### TA 308 Diversity in American Theatre 3 Units

*Prerequisite:* None.

*General Education:* AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This non-performance course is an introduction to American cultural diversity in theatre. The course will focus on the cultures of Asian/Pacific Americans; Black/African Americans; Chicano/Latino/Hispanic Americans; Native Americans; and recent immigrant groups, as expressed in dramatic literature. The social, cultural, and political conditions that shaped these works will also be discussed. Issues of class, gender, and sexuality will be examined and compared cross-culturally. Topics will be covered through readings, lectures, discussions, and attendance at live play productions, including a required field trip to a play at a professional or community theatre.

### TA 310 Introduction to Film 3 Units

*Same As:* ENGLT 400

*Prerequisite:* ENGWR 51 with a grade of "C" or better; or placement through the assessment process.; ENGWR 50 and ENGRD 11 or ESLR 310 and ESLW 310 with grades of "C" or better or placement through the assessment process.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course explores the artistic, business, and social elements of modern film. It examines the elements that go into making films: acting, directing, cinematography, writing, and editing. It investigates the techniques used to manipulate the audience into fear, laughter, and sadness and compares the commercial box office hit and "movie star" to enduring artistic films and actors. This class will view and analyze films to evaluate filmmaking techniques and the impact of films and the movie business on society. This course is cross-listed with ENGLT 400. It may be taken only once for credit as TA 310 or as ENGLT 400, but not both.

### TA 312 History of Film 3 Units

*Prerequisite:* None.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a general survey of the development of the art of narrative film from early silent films to modern sound films using lecture, discussion, and films chosen to represent important developments in the film history.

### TA 314 History of Film: 1880's through 1950's 3 Units

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 110 with grades of "C" or better; OR ESLR 320 and ESLW 320 with grades of "C" or better.

*General Education:* AA/AS Area I; CSU Area C1; IGETC Area 3A

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is a historical and critical survey of film as an art form. It emphasizes the evolution of artistic and technical facets of production in features, documentaries, and experimental films. Focusing on films from the 1880's through 1950's.

**TA 315 History of Film: 1950's to Present 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 and ENGRD 110 with grades of "C" or better;*

*OR ESLR 320 and ESLW 320 with grades of "C" or better.*

*General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is a historical and critical survey of film as an art form. It emphasizes the evolution of artistic and technical facets of production in features, documentaries, and experimental films. Focusing on films from the 1950's to present.

**TA 318 Diversity in American Film 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 and ENGRD 110 or ESLR 320 and ESLW 320*

*with grades of "C" or better, or placement through assessment process.*

*General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; CSU*

*Area C2; IGETC Area 3B*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is an introduction to cultural diversity as it is expressed in American film. The course will focus on the cultures of Asian/Pacific Americans, Black/African Americans, Chicano/Latino/Hispanic Americans, Native Americans, and recent immigrant groups, as expressed in film narrative, production practices, and critical responses. Issues of class, gender, and sexuality will be examined and compared cross-culturally. Media stereotypes and their social, political, and cultural origins and the responses to these stereotypes by 20th & 21st century film makers will be examined through film viewings, lecture, and discussion.

**TA 320 Cinema Genres 3 Units**

*Prerequisite: None.*

*Advisory: ENGWR 101 and ENGRD 310 with grades of "C" or better.*

*General Education: CSU Area C1; IGETC Area 3A*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is designed to explore in depth one or more film genres. Special attention is paid to development, aesthetics, popularity, and artists of the specific form. This course may be taken four times for credit if genres change.

**TA 322 An American Musical: Stage and Film 3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course studies the transition of the Musical from its earliest incarnation to the latest Broadway and box office hits. This class will examine both production films (movies made of stage productions) and feature films to examine how the theatrical techniques of the Musical have been translated to the media of film.

**TA 323 From Stage to Screen, Production Design and Art Direction 3 Units**

*Prerequisite: None.*

*General Education: AA/AS Area I*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course will examine the aesthetic design of films by looking at costume, scenery, and prop design. Students will evaluate how the production design of a film helps to shape all of the other elements that make up the film. Students will examine how production design has been utilized to show the past, present, and future as well as imaginary time periods. This course will draw upon theatrical design techniques and evaluate how those techniques have been used in film production.

**TA 331 Film Making 3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC ; 72 hours LAB*

This course emphasizes contemporary methods of film production, including low-budget art films with a concern for the aesthetics of film making. Stressed are techniques of direction, lighting, tilting, camera use, editing, film types, lenses, and other aspects of cinema. Equipment and supplies for individual projects must be furnished by each student. Supplies and equipment are furnished for students working on group projects.

**TA 332 Film-Making Projects 3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC ; 72 hours LAB*

This course will give a fundamental overview of the basic creative, technical, and management skills necessary to design and produce a film project on location. Students will gain hands-on experience in production techniques using film production equipment. The emphasis is on pre-production planning, scripting, equipment operations, lighting, audio, and post-production. As a class project, participants develop and produce a previously determined short-subject film on location that applies the principles learned through lectures, program screenings, exercises, and guest speakers.

**TA 333 Film Editing with Final Cut Pro 3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC ; 54 hours LAB*

This course is an introduction to the basic concepts and technical elements of film editing for the cinema. Students will gain practical experience in editing images and synchronous sound to create cinematic products. Students will receive training in the basic features and capabilities of current film editing equipment including the latest film editing software. Some of the topics covered in the course include a basic overview of editing, video montage, subclippings, storyboarding, editing dialogue, as well as digitizing and final output. This course involves the use of software which is primarily Macintosh based.

**TA 334 Film Editing with Final Cut Pro: Intermediate Workshop 3 Units**

*Prerequisite:* TA 333 with a grade of "C" or better  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC ; 54 hours LAB

This course is designed for experienced users or those wishing to increase their overall Final Cut Pro knowledge. This course delves into the details of such topics as compositing, power trimming, media management, color keying, audio finishing, color correction, and much more. Instruction also covers tips, tricks, and other secrets that allow participants to master the finer points of this powerful program.

**TA 335 Introduction to DVD Production: iDVD & DVD Studio Pro 3 Units**

*Prerequisite:* or the equivalent.  
*Advisory:* TA 333; GCOM 330 with a grade of "C" or better.  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC ; 54 hours LAB

This course examines the history and future of the DVD video format after the most successful launch ever of a consumer electronics format. Students learn how to design, produce, and burn a DVD on a personal computer. Students explore the methods of integrating video, audio, text, graphics, and user interactivity through the use iDVD and DVD Studio Pro software. Students explore DVD's ability to integrate with the Internet. Students use a professional approach to real world DVD production processes. Students are expected to already have exposure to Adobe Photoshop and Apple Final Cut Pro. This course may be taken two times using different software or software versions.

**TA 336 Introduction to Motion Graphics for Film: Apple Motion 3 Units**

*Prerequisite:* None.  
*Advisory:* GCOM 330 and TA 333; with a grade of C or better and Basic knowledge of the Macintosh OS  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC ; 54 hours LAB

This hands-on course will familiarize students with Motion, Apple's evolutionary software for motion graphics design. The course comprehensively covers working with Motion's Real-Time Design engine and interface, behavior-based animation, parameter behaviors, blend modes, advanced particle system design, advanced title animation, working with templates, chroma key techniques, masking methods, DVD motion menu design, tablet-driven gesture UI techniques, working with audio, keyframing, and integration. This course may be taken two times using different software or software versions.

**TA 337 Color Correcting and Grading for Film: Apple Color 3 Units**

*Prerequisite:* None.  
*Advisory:* TA 333 with a grade of "C" or better and basic knowledge of the Macintosh OS  
*Course Transferable to CSU*  
*Hours:* 36 hours LEC ; 36 hours LAB

This hands-on course will familiarize students with Apple's masterful new color grading and finishing software. This course will begin with the basics of color balancing and correction. Students will move on to the fine points of secondary grading, including scene matching, using vignettes to isolate and track regions, creating advanced color effects and "looks," skin tone adjustments, adjusting the composition and framing of a shot, and much more. This course may be taken two times using different software or software versions.

**TA 339 Screenwriting 3 Units**

*Prerequisite:* None  
*Advisory:* ENGWR 300 with a grade of "C" or better, or ESLW 340 with a grade of "C" or better.  
*Course Transferable to CSU*  
*Hours:* 54 hours LEC

This course is a study of the creativity and techniques of screenwriting for short films, feature films, and television. Students will view and analyze exemplary films, participate in writing exercises and workshops, and complete a treatment and master scenes of a full-length professionally formatted screenplay.

**TA 342 Introduction to Acting 3 Units**

*Prerequisite:* None.  
*Course Transferable to UC/CSU*  
*Hours:* 36 hours LEC ; 54 hours LAB

This course is an introduction to stage performance. Included is a classroom investigation of performance through the use of theatre games, movement, sensory awareness, and improvisation. The course is designed for the student interested in self-expression through informal drama.

**TA 350 Theory and Techniques of Acting I 3 Units**

*Prerequisite:* None.  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course explores the theories and techniques used in the preparation of a role for the stage. Memorized acting scenes are staged and performed in the classroom. The course is designed for majors in theatre arts and communication.

**TA 351 Theory and Techniques of Acting II 3 Units**

*Prerequisite:* TA 350 with a grade of "C" or better  
*Course Transferable to UC/CSU*  
*Hours:* 54 hours LEC

This course includes the application of acting theories and techniques to the scripts of realistic drama. Memorized acting scenes are presented in the classroom. The course is designed for majors in theatre arts and communication.

**TA 356 Acting for the Camera I 3 Units**

*Prerequisite:* TA 350 or 351 with a grade of "C" or better.  
*Course Transferable to UC/CSU*  
*Hours:* 36 hours LEC ; 54 hours LAB

This is an introductory course in the theory and techniques of acting for film and television. This course compares the differences between acting on the stage and acting for the camera. Scenes and commercials will be rehearsed, performed, and played back for critiques.

**TA 360 Styles of Acting 3 Units**

*Prerequisite:* TA 350 with a grade of "C" or better  
*Course Transferable to UC/CSU*  
*Hours:* 36 hours LEC ; 54 hours LAB

This course will provide an investigation of styles of acting through lectures and prepared scenes from representative classic and modern plays and one-act plays.

**TA 364 Shakespeare Without Fear 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 and ENGRD 310 with grades of "C" or better, or ESLR 320 and ESLW 320 with grades of "C" or better.

*General Education:* CSU Area C1

*Course Transferable to UC/CSU*

*Hours:* 54 hours LEC

This course is designed to give the student a non-threatening opportunity to explore performance of Shakespeare plays. Some of the topics covered include acting, language, stage combat, and auditioning techniques. Students will gain insights into the historical and cultural context of Shakespeare's works through their performances and discuss their contemporary relevance.

**TA 370 Theatre Movement 2 Units**

*Prerequisite:* None.

*General Education:* CSU Area C1

*Course Transferable to UC/CSU*

*Hours:* 18 hours LEC ; 54 hours LAB

This course is an active participation and performance experience designed to provide opportunities in discovery and solving movement tasks of the actor. The course incorporates exercises to expand the individual's movement for characters and scenes, as well as training in specific movement areas, such as combat, period style, and dance.

**TA 395 Playwriting 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 101 or ESLW 340 with a grade of "C" or better.

*Course Transferable to CSU*

*Hours:* 54 hours LEC

This course includes the writing, reading, performing, critiquing, and a process of continuous revising of original work. Students will write continually throughout the semester, and their work will be read, performed, and discussed in class. Students will complete a full-length play by the end of the semester.

**TA 404 Techniques of Puppetry 3 Units**

*Prerequisite:* None.

*Advisory:* ENGWR 51 and ENGRD 110, or ESLW 310 and ESLR 310, with grades of "C" or better, or placement through assessment.

*General Education:* CSU Area C1

*Course Transferable to CSU*

*Hours:* 36 hours LEC ; 54 hours LAB

This course explores puppetry as a dramatic medium. Topics to be covered include history and development of puppetry; puppet design and creation; puppet manipulation and improvisation; and puppet play production techniques and applications.

**TA 407 Children's Theatre .5-3 Units**

*Prerequisite:* None

*Enrollment Limitation:* Audition.

*Course Transferable to CSU*

*Hours:* 162 hours LAB

This course is open to students participating in theatrical productions. Students are selected through auditions as actors or technicians and may earn one-half to three units. This course may be taken four times for a maximum of twelve units.

**TA 420 Stagecraft 3 Units**

*Prerequisite:* None

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC ; 72 hours LAB

This course covers the basic materials used in the construction of scenery and properties, as well as construction and painting techniques. Kinds of scenery and backstage organization are explored through a combination of lecture and practical experience gained by working on department productions.

**TA 422 Stage Lighting 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC ; 72 hours LAB

This course is an introduction to the basic concepts of lighting the stage, film, and television. The course covers the planning of lighting from the basics of electricity, equipment and control, to the design elements of color, space, scenery, and movement to produce a lighting design.

**TA 423 Introduction to Scene Design for the Stage 3 Units**

*Prerequisite:* TA 420 with a grade of "C" or better

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC ; 72 hours LAB

This course will cover the techniques and procedures in application of design, color, and perspective in designing scenery for the stage. It will consist of developing floor plans; methods of pictorial representation of ideas, scale drawings, color perspective, and models.

**TA 430 Costume Construction 3 Units**

*Prerequisite:* None.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC ; 54 hours LAB

This course explores the basic areas of costume construction: fabrics, color, patterns, sewing techniques, costume pieces, and accessories. Period styles, costume analysis, and basic design are also covered. Costume construction will be for theatrical productions. Students gain experience by constructing costumes for theatrical productions.

**TA 436 Historic Costuming 3 Units**

*Same As:* FASHN 335

*Prerequisite:* None.

*Advisory:* ENGRD 110 and ENGWR 101; or ESLR 320 and ESLW 320; FASHN 340, FASHN 150, LIBR 318, and MATH 34 with grades of "C" or better.

*Course Transferable to UC/CSU*

*Hours:* 36 hours LEC ; 54 hours LAB

The impact of social, political, cultural, and economic issues on costume is explored from the cradle of civilization through modern times. Specific periods of fashion are researched to design and construct historically correct garments. Students will learn how to apply the principles of modern pattern making to various historical styles and use this knowledge to design and create historical costumes. The unique cut and construction of each historical period is covered, from undergarments to accessories, for each fashion period. Students will learn to create necessary adaptations to these garments for successful stage applications. One field trip is required. An alternative activity will be available if a student cannot attend the field trip. This course may be taken four times providing there is no duplication of topics. Credit may be earned for FASHN 335 or TA 436, but not both. The cost per student to participate is approximately \$35-\$90.

- TA 437 Stage Make-up I 2 Units**  
*Prerequisite: None.*  
*General Education: CSU Area C1*  
*Course Transferable to UC/CSU*  
*Hours: 18 hours LEC ; 54 hours LAB*  
 The course includes the analysis of basic techniques of stage make-up. The course explores the use of make-up materials, color, light, and modeling techniques in the development of make-up designs. The student will develop make-up designs for different characters from plays, including historical figures, stylized characters, fantasy characters, animals, and characters of all ages. The course is recommended for drama majors.
- TA 438 Stage Make-up II 2 Units**  
*Prerequisite: None*  
*Course Transferable to UC/CSU*  
*Hours: 18 hours LEC ; 54 hours LAB*  
 This course includes special projects in the design and execution of character make-up for selected plays. Emphasis is on three dimensional make-up techniques. Students will work in small groups to allow for more student-contact time and more advanced instruction.
- TA 440 Arts Management 3 Units**  
*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 36 hours LEC ; 54 hours LAB*  
 This is a general survey course in arts management with emphasis on organization, marketing/development, and financial management. Field work and field trips will include projects with an existing arts organization.
- TA 452 One-Act Play Workshop 3 Units**  
*Prerequisite: None.*  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC ; 54 hours LAB*  
 This course explores the play production process. Class members collaborate in the analysis, preparation and production of one-act plays through participation as either directing writers, actors, or technicians. The process culminates in public performances. This course may be taken four times for credit.
- TA 454 Race & Ethnicity in Performance I 3 Units**  
*Prerequisite: None.*  
*General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A*  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC ; 36 hours LAB*  
 This course investigates performance literature and traditions of the Americas, particularly of the United States. Students will research, study, rehearse, and perform the work of playwrights, poets, and solo performance artists and learn how these writers create identities for themselves and their audiences. The course will focus on the cultures of Asian/Pacific Americans, Black/African Americans, Chicano/Latino/Hispanic Americans, Native Americans, and recent immigrant groups, as expressed in traditional and contemporary performance. Students will also write and develop original work, as well as participate in public performances. Specific readings and topics may adapt to the interests and needs of the current semester.
- TA 455 Race & Ethnicity in Performance II 3 Units**  
*Prerequisite: None.*  
*General Education: AA/AS Area I; AA/AS Area VI*  
*Course Transferable to UC/CSU*  
*Hours: 36 hours LEC ; 36 hours LAB*  
 This course investigates the use of theatre, performance, and related disciplines for the purposes of pursuing educational equity, community development, and/or social action. The course will focus on local communities of Asian/Pacific Americans, Black/African Americans, Chicano/Latino/Hispanic Americans, Native Americans, and/or recent immigrant groups, their cross-cultural relationships, and their artistic movements in late 20th/early 21st century performance. Under the direction of the instructor, students will identify a contemporary campus or community issue, collaborate on the development of an original, community-based theatre event, and participate in public performances. Specific readings and topics will adapt to the events and students current to the semester.
- TA 461 Rehearsal and Performance - Drama .5-3 Units**  
*Prerequisite: None*  
*Enrollment Limitation: Audition.*  
*Course Transferable to UC/CSU*  
*Hours: 162 hours LAB*  
 This course provides a workshop training experience in the preparation and performance of dramatic theatre productions. Actors audition with the director for acting roles. Students interested in technical work interview for backstage positions in stage management, crewing, set construction, costumes and makeup, lighting and sound, box office, and publicity. This course may be taken four times for a maximum of 12 units.
- TA 462 Rehearsal and Performance - Comedy .5-3 Units**  
*Prerequisite: None*  
*Enrollment Limitation: Audition.*  
*Course Transferable to UC/CSU*  
*Hours: 162 hours LAB*  
 This course provides a workshop training experience in the preparation and performance of comedic theatre productions. Actors audition with the director for acting roles. Students interested in technical work interview for backstage positions in stage management, crewing, set construction, costumes and makeup, lighting and sound, box office, and publicity. This course may be taken four times for a maximum of 12 units.
- TA 463 Rehearsal and Performance - Classical .5-3 Units**  
*Prerequisite: None*  
*Enrollment Limitation: Audition.*  
*Course Transferable to UC/CSU*  
*Hours: 162 hours LAB*  
 This course provides a workshop training experience in the preparation and performance of classical theatre productions. Actors audition with the director for acting roles. Students interested in technical work interview for backstage positions in stage management, crewing, set construction, costumes and makeup, lighting and sound, box office, and publicity. This course may be taken four times for a maximum of 12 units.



**TA 464 Rehearsal and Performance - Children's Show .5-3 Units**

*Prerequisite: None*

*Enrollment Limitation: Audition.*

*Course Transferable to CSU*

*Hours: 162 hours LAB*

This course provides a workshop training experience in the preparation and performance of children's theatre productions. Actors audition with the director for acting roles. Students interested in technical work interview for backstage positions in stage management, crewing, set construction, costumes and makeup, lighting and sound, box office, and publicity. This course may be taken four times for a maximum of 12 units.

**TA 465 Rehearsal and Performance - Musical .5-3 Units**

*Prerequisite: None*

*Enrollment Limitation: Audition.*

*Course Transferable to UC/CSU*

*Hours: 162 hours LAB*

This course provides a workshop training experience in the preparation and performance of musical theatre productions. Actors audition with the director for acting roles. Students interested in technical work interview for backstage positions in stage management, crewing, set construction, costumes and makeup, lighting and sound, box office, and publicity. This course may be taken four times for a maximum of 12 units.

**TA 466 Rehearsal and Performance - Musical Ensemble .5-3 Units**

*Same As: MUP 370*

*Prerequisite: None.*

*Enrollment Limitation: Students are selected through auditions as singers and instrumentalists.*

*Course Transferable to UC/CSU*

*Hours: 162 hours LAB*

This course is open to students performing in theatrical musical productions. It provides a workshop training experience in the preparation and performance of musical literature. Students are selected through audition as singers and instrumentalists. The course requires 27 hours of laboratory for each half-unit of credit. This course is cross-listed with MUP 370. This course may be taken four times for a maximum of 12 units. Units may be earned from both MUP 370 and TA 466 for a maximum of 12 units.

**TA 477 Fundamentals of Repertory Production 1-3 Units**

*Prerequisite: None.*

*Enrollment Limitation: Audition.*

*Course Transferable to UC/CSU*

*Hours: 18 hours LEC ; 108 hours LAB*

The course provides for participation in one or more productions and includes work in all areas of theatre, including acting, scene construction, costumes, makeup, and business management. It culminates in concurrent performances at the end of the session. The course may be taken four times for a maximum of 12 units. Students may opt for a one-unit workshop, which will survey the production process.

**TA 494 Topics in Theatre Arts .5-4 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC ; 162 hours LAB*

This course is designed to give students an opportunity to study topics in theatre which are not included in current course offerings. This course may be taken four times for credit for a maximum of 16 units. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions

**TA 495 Independent Studies in Theatre Arts 1-3 Units**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 36 hours LEC*

This course involves an individual student or small groups of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among college, faculty members, and students. Independent Studies in Theatre Arts offers students a chance to do research and/or experimentation that is more typical of advanced studies in Theatre Arts. UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions

**TA 498 Work Experience in Theatre Arts 1-4 Units**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC ; 300 hours LAB*

This course provides a supervised work experience in a professional theatre setting. Students may be assigned to work the box office, wardrobe, scenery construction, properties, lighting and sound, stage management, costuming, makeup, design, or acting. This course may be taken four times for a maximum of 16 units.

**TA 499 Experimental Offering in Theatre Arts .5-4 Units**

*Prerequisite: None*

*Course Transferable to UC/CSU*

*Hours: 48 hours LEC ; 72 hours LAB*

This course will be an experimental offering on topics not yet covered by current Theatre Arts courses or an offering that addresses topics as they arise, such as those which relate to new styles of theatre or current topics. Courses will be structured around either a specific style (such as "dance theatre" or "multi-media theatre") or a current topic (such as "environmental theatre" or "political theatre"). UC transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted towards the minimum 60 units required for admissions.

## Topics in (Subject)

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### Topics in (Subject)

**.5-4 Units**

#### 294

*Not transferable*

This is a Topics course that focuses on a specific knowledge or skill as described by a complete course outline of record that changes from term to term. This course may be developed in cooperation with industry to meet specialized training needs. In general, the topics discussed in this course are not included in current curriculum offerings. Topics courses may be repeated four times up to a maximum of 16 units, with no duplication of topics. Refer to the Schedule of Classes for more specific offerings.

BUS 294  
COSM 294  
ECE 294  
FASHN 294  
FCS 294  
FLTEC 294  
MET 294  
RAILR 294

#### 494

*Course Transferable to: CSU (as elective units)*

*Course Transferable to: UC (for those marked with an asterisk, 494\*)*

*Transfer credit will be awarded only after the course has been evaluated by the enrolling UC campus. The units completed for this course cannot be counted toward the minimum 60 units required for admissions.*

This is a Topics course that focuses on a specific knowledge or skill as described by a complete course outline of record that changes from term to term. This course may be developed in cooperation with industry to meet specialized training needs. In general, the topics discussed in this course are not included in current curriculum offerings. Topics courses may be repeated four times up to a maximum of 16 units, with no duplication of topics. Refer to the Schedule of Classes for more specific offerings.

ADMJ 494  
AERO 494  
ANTH 494\*  
ART 494\*  
ARTH 494\*  
ASTR 494\*  
BIOL 494\*  
CHEM 494\*  
COMM 494\*  
EDT 494  
ENGLT 494\*  
ET 494  
GERON 494\*  
HIST 494\*  
LIBT 494  
MATH 494\*  
MUSM 494  
PHOTO 494  
PHYS 494\*  
POLS 494\*  
PSYC 489\* and 494\*  
SOC 494\*  
SOCSC 493\*  
TA 494\*

# Women's Studies

## Degree:

A.A. - Women's Studies

## Division of Behavioral and Social Science

J. Frank Malaret, Dean

Rodda North 226

916-558-2401

## Women's Studies

### Associate in Arts Degree

#### Program Information

Women's Studies is an interdisciplinary program that takes as its focus the experiences of women and an analysis of that experience. Based on the conviction that gender roles are socially constructed through time, the program employs perspectives from disciplines such as history, literature, philosophy, sociology, and psychology to examine how women's lives are shaped by social and economic institutions, political movements, and individual experiences. The course of study centers on teaching students how to use feminist and social justice frameworks to analyze women's diverse experiences within local, national, and global contexts. The program encourages an analysis of how the production of gender is influenced by factors of race, class, sexuality, and nationality.

#### Career Opportunities

A degree in Women's Studies provides students with an academically well-rounded knowledge base anchored in strong critical thinking skills, through the lens of women's experiences and feminist scholarship. Students who complete the Women's Studies program develop skills that are attractive to many employers in the twenty-first century, including the ability to think critically, to be open-minded and innovative, and to handle the real-life complexities of the workplace. Students also bring to the workplace a specific awareness of issues such as sexism, racism, homophobia, and class oppression. Students who earn an A.A. degree in Women's Studies may either pursue further study or obtain employment directly in fields such as health and social services, education, law, government and politics, communications, and business. Moreover, a Women's Studies degree gives students the confidence to pursue careers traditionally held by men.

#### Upon completion of this program, the student will be able to:

- identify women's contributions to major social and cultural institutions, including history, politics, science, social science, literature, and art.
- demonstrate an understanding of the role of oppression and privilege in the lives of women, integrating the role of race, class, gender, ethnicity, age, (dis)ability, and sexuality in women's experiences.
- demonstrate the ability to summarize and apply a variety of feminist theories.
- identify and discuss the major issues pertaining to contemporary women, including motherhood, violence against women, abortion, economic issues, marriage and relationships, and physical and mental health issues.
- demonstrate the ability to examine issues of women and gender from an interdisciplinary, cross-cultural, and global perspective.
- utilize a variety of strategies for social change, incorporating an understanding of the connection between knowledge and experience, theory and activism regarding issues pertaining to women and gender.
- demonstrate the ability to communicate effectively in writing.

#### Required Program

#### Units

SOCSC 350 Introduction to Women's Studies.....	3
SOCSC 352 Global Women's Issues (3) .....	3
or SOC 345 Global Women's Issues (3)	

A minimum of 12 units from the following:..... 12<sup>1</sup>

- ARTH 312 Women in Art (3)
- ENGLT 360 Women in Literature (3)
- ENGLT 401 Women in Film and Literature (3)
- FITNS 454 Personal Safety (1.5)
- HIST 310 History of the United States (3)
  - or HIST 483 History of the United States Honors (3)
- HIST 311 History of the United States (3)
  - or HIST 484 History of the United States Honors (3)
- POLS 340 Women in Politics (3)
- PSYC 356 Human Sexuality (3)
- PSYC 360 Psychology of Women (3)
- PSYC 363 Psychology of Women in Film (3)
- FCS 326 Sex and Gender in the U.S. (3)
  - or SOC 341 Sex and Gender in the U.S. (3)
- SOC 343 Women and Social Action (3)
- SOC 344 Sociology of Women's Health (3)

#### Total Units Required

18

<sup>1</sup> Students must take the "Women's Emphasis" sections of HIST 310 or 483 and HIST 311 or 484.

#### Associate in Arts (A.A.) Degree

The Associate in Arts degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See SCC graduation requirements.

#### Transfer Information

In addition to the course requirements, transfer students should complete the general education requirements for the university to which they plan to transfer. Students can also use the Sacramento City College General Education pattern to obtain the degree; however, these courses do not necessarily fulfill the general education requirements of transfer institutions. Student should see a counselor regarding academic planning.

## Work Experience WEXP Cooperative Work Experience Education and Internship Program

**Division of Counseling and Student Success**  
**David Rasul, Dean**  
**Rodda North 111**  
**916-558-2289**

### Placements

Students interested in an internship, a volunteer work experience, a paid work experience, or any type of work-learn experience may secure assistance from the Work Experience office.

### Enrollment

Students may enroll in a Work Experience class as listed in the Schedule of Classes during the class registration process. The individual instructor determines the student's eligibility for the course. Students may not be enrolled in more than one Work Experience course at a time. Consult the Work Experience office for assistance.

### Qualifications

- a) The student must be enrolled in and complete a minimum of seven (7) units, including Work Experience. Example: four (4) units of Work Experience plus one three (3) unit class for a total of seven (7) units.
- b) Occupational Work Experience 498 or 298: The student must be working in a job or internship related to the student's major or planned college program.
- c) General Work Experience 198: The student is employed but has no declared major or the job is unrelated to the major. General Work Experience 198 is not acceptable for Veterans Administration benefits.
- d) The student who is already working will have his or her job evaluated by the Work Experience instructor. The methods of evaluation will include learning experiences that contribute to the student's educational or occupational goals.
- e) Self-employed students must name a designated evaluator who is acceptable to the instructor. The evaluator must have educational or experiential background necessary to judge student-learning experiences.

### Credit

One unit of credit is granted for each 75 hours of paid work experience or for 60 hours of volunteer experience. General Work Experience students can earn up to three (3) units each semester for a total of 12 units. Occupational Work Experience students can earn up to four (4) units each semester for a total of 16 units. General and Occupational Work Experience credits can be combined but no student can earn more than 16 units total. Students will be issued time sheets on which to record their work hours. A work experience course may be repeated for credit when there are new learning experiences possible on the job.

### Course Work

Credit will only be given through enrollment in a work experience course. Attendance is required. Each student will be required to develop job-related learning objectives in coordination with the supervisor and the instructor. Other course material will be related to career development and the labor market or the workplace in general. Work Experience students will attend a weekly class session. Classes are available online as well as in a traditional classroom venue.

### Involvement of the Employer

The employer will be asked to cooperate with the student employee and the instructor to develop meaningful learning objectives. The employer and the coordinator will also evaluate the student's progress both in writing and in a personal conference during each semester.

### Summer Session

Students may enroll in a Work Experience course during the summer without having to enroll in other courses.

### Alternate Semester Work Experience

This plan is for students who attend school full time one semester and work full time the next semester, for example as in the Federal Cooperative Education Program. Students must complete seven (7) units at a Los Rios Community College District college before they may enroll and may earn up to eight (8) units for each semester of Work Experience. Students cannot be enrolled in more than one other course while enrolled in the Alternate Semester Plan. They must complete seven (7) additional units before enrolling again in Cooperative Work Experience. Enrollment in Alternate Semester Work Experience is possible only through special arrangements with the Work Experience Coordinator.

**Work Experience courses are available in several divisions and will be listed in the catalog and the class schedule as follows:**

Administration of Justice - ADMJ 498  
Aeronautics - AERO 498  
Art - ART 498  
Business - BUS 498  
Computer Information Science - Core - CISC 498  
Early Childhood Education - ECE 498  
Electronics Technology - ET 498  
Engineering Design Technology - EDT 498  
Gerontology - GERON 498  
Graphic Communication - GCOM 498  
Journalism - JOUR 498  
Library and Information Technology - LIBT 498  
Marketing – MKT 498  
Music, Specializations in Music - MUSM 498  
Photography - PHOTO 498  
Real Estate – RE 498  
Surveying - SURVY 498  
Theatre Arts - TA 498

Internship courses are available in several divisions and will be listed in the catalog and the class schedule as follows:

Kinesiology - KINES 497  
Political Science - POLS 497  
Railroad Operations - RAILR 297  
Real Estate - RE 497

## Work Experience (WEXP)

Students who are interested in combining practical work experience with classroom training, either for pay or as volunteers, and students who are working full-time or part-time, as volunteers for pay, may enroll in a Work Experience class. College credit is granted for the following: 1) WEXP 198 - when the student is working in a job unrelated to the student's college program or if the student has not declared a major; 2) WEXP 298 - when the student is working in a job or internship related to the student's major or planned occupational or transfer education program; 3) WEXP 498 - when the student is working in a job or internship related to the student's major, or planned occupational or transfer education program. This course is transferable to CSU campuses.

### **WEXP 198    Work Experience - General    1-3 Units**

*Prerequisite: None*

*General Education: AA/AS Area III(b)*

*Enrollment Limitation: According to Education Code Title V regulations, a student cannot earn academic credits in a Work Experience class unless s/he has either a job or an internship.*

*Hours: 18 hours LEC; 225 hours LAB*

This course is designed to provide students with effective job development skills that will assist them in obtaining and keeping a volunteer position or a job. Course content will include understanding the application of education to the workforce; the responsibilities of a volunteer position or a job; completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the workplace or the volunteer site; and developing workplace (soft) skills relevant to the 21st century workplace. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; and 75 or 60 hours of related work experience for each additional unit. The program allows the student to combine practical, paid or non-paid work experience with college training. The course may be taken up to two times when there is new or expanded learning on the job for up to 6 units. In addition the student and the Work Experience instructor may tailor the course to meet the student's specific professional needs by identifying 1-4 workshops, trainings, or conferences that the student may attend as part of the curriculum of the Work Experience 198 class. Only one Work Experience course may be taken per semester.

**WEXP 298 Work Experience  
in (Subject)****1-4 Units***Prerequisite: None**General Education: AA/AS Area III(b)**Enrollment Limitation: According to Education Code Title V regulations,  
a student cannot earn academic credits in a Work Experience class  
unless s/he has either a job or an internship.**Hours: 18 hours LEC; 300 hours LAB*

This course is designed to provide students with effective job development skills that will assist them in obtaining and keeping an internship or a job in the student's major area. Course content will include understanding the application of education to the workforce; the responsibilities of an internship (where applicable) or a job; completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the workplace or internship site; and developing workplace (soft) skills relevant to the 21st century workplace. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for up to 16 units. In addition, the student and the Work Experience instructor may tailor the course to meet the student's specific professional needs by identifying 1-4 workshops, trainings, or conferences that the student may attend as part of the curriculum of the Work Experience 298 class. Only one Work Experience course may be taken per semester.

**WEXP 498 Work Experience  
in (Subject)****1-4 Units***Prerequisite: None**General Education: AA/AS Area III(b)**Enrollment Limitation: According to Education Code Title V regulations,  
a student cannot earn academic credits in a Work Experience class  
unless s/he has either a job or an internship.**Course Transferable to CSU**Hours: 18 hours LEC; 300 hours LAB*

This course is designed to provide students with effective job development skills that will assist them in obtaining and keeping an internship or a job in the student's major area. Course content will include understanding the application of education to the workforce; the responsibilities of an internship (where applicable) or a job; completion of Title V Education Code papers (the student's Application, Learning Objectives, Time sheet, and Evaluations), which document the student's progress and hours spent at the workplace or internship site; and developing workplace (soft) skills relevant to the 21st century workplace. In addition, the student is required to fulfill 18 hours lecture and 75 hours of related, paid work experience or 60 hours of volunteer work experience for one unit; 75 or 60 hours of related work experience for each additional unit. The program allows the student to combine practical, paid or non-paid work experience with college training. The course may be taken up to four times when there is new or expanded learning on the job for up to 16 units. In addition, the student and the Work Experience instructor may tailor the course to meet the student's specific professional needs by identifying 1-4 workshops, trainings, or conferences that the student may attend as part of the curriculum of the Work Experience 498 class. Only one Work Experience course may be taken per semester.

## Honors Program

The Honors Program provides an enriched and unique educational experience with small classes in a seminar format. All courses are transferable and meet the general education/breadth requirements. Honors students have easy access to their instructors and are expected to utilize critical thinking skills throughout their course work. Eligibility: 3.0 GPA, eligibility for ENGWR 300, or upon application and letters of recommendation. Applications are available from Anna Joy, (916) 558-2615, located in Rodda South 211 or from the Language and Literature Division Office in Rodda South 226. Students completing 12 units of Honors courses with at "B" average are designated "Honors Scholars" at graduation and on their transcript.

These Honors courses meet program requirements for certain certificates and degrees. Please see you counselor or the Honors Coordinator for more information.

NOTE: Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

\* UC transferable courses with unit limitation

Honors courses may be found in these subject areas:

Honors Course	Non-Honors Course	Honors Course Title
ANTH 480	ANTH 300	Honors Physical Anthropology
ANTH 481	ANTH 310	Honors Cultural Anthropology
ARTH 484	ARTH 304	Ancient Art – Honors
ARTH 486	ARTH 306	Medieval Art – Honors
ARTH 487	ARTH 308	Renaissance Art – Honors
ARTH 488	ARTH 310	Modern Art – Honors
CHEM 484	none	Advanced General Chemistry – Honors
ENGLT 480	none	World Literature: Antiquity to the Early Modern World – Honors
ENGLT 481	none	World Literature: Seventeenth Century - Present – Honors
ENGWR 480	ENGWR 300	Honors College Composition
ENGWR 482	ENGWR 302	Honors Advanced Composition and Critical Thinking
FCS 480	FCS 340	Nutrition Honors
GEOG 480	GEOG 320	World Regional Geography, Honors
HIST 483	HIST 310	History of the United States – Honors
HIST 484	HIST 311	History of the United States – Honors
HIST 485	HIST 314	Recent United States History – Honors
HUM 480	HUM 300	Classical Humanities –Honors
HUM 483	HUM 332	American Humanities – Honors
MATH 482	none	Honors Introduction to Proof and Analysis
MUFHL 481	MUFHL 310	Survey of Music History and Literature – Honors
MUFHL 482	MUFHL 311	Survey of Music History and Literature – Honors
NUTRI 480	NUTRI 300	Nutrition (formerly FCS 480)
PHIL 480	PHIL 330	History of Classical Philosophy – Honors
PHIL 481	PHIL 331	History of Modern Philosophy – Honors
PHIL 482	PHIL 368	Law, Justice, and Punishment – Honors
POLS 480	POLS 310	Introduction to International Relations – Honors
POLS 481	POLS 301	Introduction to Government: United States – Honors
PSYC 480	PSYC 300	Honors General Principles
PSYC 489	none	Topics in Psychology – Honors
SOC 480	SOC 300	Introduction Sociology – Honors
STAT 480	STAT 300	Introduction to Probability and Statistics – Honors

### "SAME AS" Courses

The following courses are cross-listed in other disciplines. Credit for course work and units completed will be granted for one of the courses only. Cross-listed courses may be offered in alternating semesters so please check the class schedule for other "same as" courses.

Course Numbers			Course Title
ADMJ 303	PSYC 405		Substance Abuse: Effects on Body and Behavior
ADMJ 326	FCS 306		Family Law Issues
BUS 320	FCS 304		Concepts in Personal Finance
BUS 325	ECON 330		Investments and Financial Management
COMM 351	ENGWR 384	JOUR 310	Mass Media and Society
ECE 100	NUTRI 100		Nutrition Education for Early Childhood Education
ECE 312	FCS 312		Child Development
ECE 314	FCS 314	SOC 312	The Child, the Family and the Community
ECE 410	HEED 330		Health and Safety in Child Care Settings
ECE 415	FCS 346	NUTRI 320	Children's Health, Safety and Nutrition
ECON 330	BUS 325		Investments and Financial Management
ENGLT 400	TA 310		Introduction to Film
ENGWR 330	JOUR 340		Writing for Publication
ENGWR 384	COMM 351	JOUR 310	Mass Media and Society
FASHN 335	TA 436		Historic Costuming
FCS 304	BUS 320		Concepts in Personal Finance
FCS 306	ADMJ 326		Family Law Issues
FCS 312	ECE 312		Child Development
FCS 314	ECE 314	SOC 312	The Child, the Family and the Community
FCS 320	SOC 310		Marriage and the Family
FCS 324	PSYC 370		Human Development: A Life Span
FCS 326	SOC 341		Sex and Gender in the U.S.
FCS 330	GERON 300	SOC 335	Sociology of Aging
FCS 332	GERON 302	PSYC 374	Psychology of Aging: Adult Development and Aging
FCS 340	NUTRI 300		Nutrition
FCS 342	NUTRI 310		Cultural Foods of the World
FCS 344	NUTRI 330		Food Theory and Preparation
FCS 346	ECE 415	NUTRI 320	Children's Health, Safety and Nutrition
FCS 480	NUTRI 480		Nutrition Honors
GCOM 492	JOUR 492	PHOTO 492	Media Professional – Production Lab



**“SAME AS” Courses, continued**

Course Numbers			Course Title
GERON 300	FCS 330	SOC 335	Sociology of Aging
GERON 302	FCS 332	PSYC 374	Psychology of Aging: Adult Development and Aging
HEED 330	ECE 410		Health and Safety in Child Care Settings
JOUR 310	COMM 351	ENGWR 384	Mass Media and Society
JOUR 340	ENGWR 330		Writing for Publication
JOUR 364	PHOTO 380		Multimedia Capture I
JOUR 365	PHOTO 381		Multimedia Capture II
JOUR 492	GCOM 492	PHOTO 492	Media Professional – Production Lab
KINES 418	NUTRI 302		Nutrition for Physical Performance
LIBR 325	LIBT 325		Internet Research Skills
LIBT 325	LIBR 325		Internet Research Skills
MUP 370	TA 466		Rehearsal and Performance – Musical Ensemble
NUTRI 100	ECE 100		Nutrition Education for Early Childhood Education
NUTRI 300	FCS 340		Nutrition
NUTRI 302	KINES 418		Nutrition for Physical Performance
NUTRI 310	FCS 342		Cultural Foods of the World
NUTRI 320	ECE 415	FCS 346	Children’s Health, Safety and Nutrition
NUTRI 330	FCS 344		Food Theory and Preparation
NUTRI 480	FCS 480		Nutrition Honors
PHOTO 380	JOUR 364		Multimedia Capture I
PHOTO 381	JOUR 365		Multimedia Capture II
PHOTO 492	GCOM 492	JOUR 492	Media Professional – Production Lab
PSYC 370	FCS 324		Human Development: A Life Span
PSYC 374	FCS 332	GERON 302	Psychology of Aging: Adult Development and Aging
PSYC 405	ADMJ 303		Substance Abuse: Effects on Body and Behavior
SOC 310	FCS 320		Marriage and the Family
SOC 312	ECE 314	FCS 314	The Child, the Family and the Community
SOC 335	FCS 330	GERON 300	Sociology of Aging
SOC 341	FCS 326		Sex and Gender in the U.S.
SOC 345	SOCSC 352		Global Women’s Issues
SOCSC 352	SOC 345		Global Women’s Issues
TA 310	ENGLT 400		Introduction to Film
TA 436	FASHN 335		Historic Costuming
TA 466	MUP 370		Rehearsal and Performance – Musical Ensemble



## Credits from Advanced Placement, CLEP and IB

### Advanced Placement Credits

Students at Sacramento City College may be awarded units of credit for each Advanced Placement examination (CEEB) they pass with a score of 3, 4, or 5. Students will receive units/credits but not letter grades for these courses, and they will not be used in the computation of cumulative grade point average for graduation or transfer. After successful completion of 12 units at SCC, a student in good standing may submit their official CEEB Advanced Placement Test scores to the Admissions and Records Office for evaluation. Credit may not be earned for courses in which Advanced Placement credits have already been granted.

The following chart shows credit given at SCC to satisfy general education requirements and SCC equivalent courses through Advanced Placement credit. For transferring students, AP examination information is listed as it applies to meeting CSU General Education-Breadth or IGETC requirements. Students should check with their transfer institution about policies for using AP scores for admissions and/or their major. **Students who have earned credit from an AP exam should NOT take a comparable college course because transfer credit will not be granted for both.**

AP TEST SUBJECTS	SCC Courses Only			General Education (AP Scores of 3, 4, or 5)				
	SCORE	Course	Units	SCC GE	CSU GE-BREADTH		IGETC	
				Area 3 units	Area	Units	Area	Units
Art History	3, 4, 5	ARTH 302, 304, 306, 308, 310	6 max.	I	C1 or C2	3	3A or 3B	3
Biology	3, 4, 5	BIOL 308 & 309	4	IV	B2 & B3	4	5B with lab	4
Calculus AB*	3, 4, 5	MATH 400	5	II (b)	B4	3	2A	3
Calculus BC*	3, 4, 5	MATH 400 & 401	10	II (b)	B4	3	2A	3
Calculus BC/AB Subscore*				II (b)	B4	3		
Chemistry (taken <b>after</b> F09)	3 4, 5	CHEM 305 CHEM 400	5 5	IV	B1 & B3	4	5A with lab	4
Chemistry (taken <b>prior</b> to F09)	3 4, 5	CHEM 305 CHEM 400	5 5	IV	B1 & B3	6	5A with lab	4
Chinese Language and Culture	3, 4, 5	N/A	0	I	C2	3	3B & 6A	3
Comparative Government & Politics	3, 4, 5	N/A	0	N/A	D8	3	4H	3
Computer Science A*	3, 4, 5	CISP 360	4	II (b)	N/A	0	N/A	0
Computer Science AB*	3, 4, 5	CISP 400	4	II (b)	N/A	0	N/A	0
English Language	3, 4, 5	ENGWR 300	3	II (a)	A2	3	1A	3
English Literature	3, 4, 5	ENGWR 300 & 301	6	II (a)	A2 & C2	6	1A or 3B	3
Environmental Science** (taken <b>after</b> F09)	3, 4, 5	BIOL 350	3	IV	B1 & B3	4	5A with lab	3
Environmental Science** (taken <b>prior</b> to F09)	3, 4, 5	BIOL 350	3	IV	B2 & B3	4	5A with lab	3
European History	3, 4, 5	HIST 300	3	I or V (b)	C2 or D6	3	3B or 4F	3
French Language (taken <b>after</b> F09)	3, 4, 5	FREN 401 & 402	8	I	C2	3	3B & 6A	3
French Language (taken <b>prior</b> to F09)	3, 4, 5	FREN 401 & 402	8	I	C2	6	3B & 6A	3
French Literature (taken <b>prior</b> to F09)	3, 4, 5	N/A	0	N/A	C2	3	3B & 6A	3
German Language (taken <b>after</b> F09)	3, 4, 5	GERM 401 & 402	8	I	C2	3	3B & 6A	3

AP TEST SUBJECTS	SCC Courses Only			General Education (AP Scores of 3, 4, or 5)				
	SCORE	Course	Units	SCC GE	CSU GE-BREADTH		IGETC	
				Area 3 units	Area	Units	Area	Units
German Language (taken <b>prior</b> to F09)	3, 4, 5	GERM 401 & 402	8	I	C2	6	3B & 6A	3
Human Geography	3, 4, 5	GEOG 310	3	V (b)	D5	3	4E	3
Italian Language and Culture	3, 4, 5	N/A	0	I	C2	3	3B & 6A	3
Japanese Language and Culture	3, 4, 5	N/A	0	I	C2	3	3B & 6A	3
Latin Literature (taken <b>prior</b> to F09)	3, 4, 5	N/A	0	N/A	C2	3	3B & 6A	3
Latin: Vergil	3, 4, 5	N/A	0	N/A	C2	3	3B & 6A	3
Macroeconomics	3, 4, 5	ECON 302	3	V (b)	D2	3	4B	3
Microeconomics	3, 4, 5	ECON 304	3	V (b)	D2	3	4B	3
Music Theory (taken <b>prior</b> to F09)	3, 4, 5	MUFHL 400 & 401	6	I	C1	3	N/A	0
Physics B*** (taken <b>after</b> F09)	3, 4 5	PHYS 310 PHYS 350	3 4	IV	B1 & B3	4	5A with lab	4
Physics B*** (taken <b>prior</b> to F09)	3, 4 5	PHYS 310 PHYS 350	3 4	IV	B1 & B3	6	5A with lab	4
Physics C (electricity/ magnetism)***	3, 4, 5	N/A	0	IV	B1 & B3	4	5A with lab	3
Physics C (mechanics)***	3, 4, 5	N/A	0	IV	B1 & B3	4	5A with lab	3
Psychology	3, 4, 5	PSYC 300	3	V (b)	D9	3	4I	3
Spanish Language (taken <b>after</b> F09)	3, 4, 5	SPAN 401 & 402	8	I	C2	3	3B & 6A	3
Spanish Language (taken <b>prior</b> to F09)	3, 4, 5	SPAN 401 & 402	8	I	C2	6	3B & 6A	3
Spanish Literature (taken <b>after</b> F09)	3, 4, 5	N/A	0	N/A	C2	3	3B & 6A	3
Spanish Literature (taken <b>prior</b> to F09)	3, 4, 5	N/A	0	N/A	C2	6	3B & 6A	3
Statistics	3, 4, 5	STAT 300	4	II (b)	B4	3	2A	3
Studio Art – 2D Design	3, 4, 5	ART 320	3	I	N/A	0	N/A	0
Studio Art – 3D Design	3, 4, 5	ART 370	3	N/A	N/A	0	N/A	0
Studio Art – Drawing	3, 4, 5	ART 300	3	I	N/A	0	N/A	0
U.S. Government & Politics	3, 4, 5	POLS 301 or 481	3	V (a) or V (b)	D8 & US- 2	3	4H	3
U.S. History	3, 4, 5	HIST 310, 311, 320, 321, 483, 484	6	V (a)	C2 or D6 & US-1	3	3B or 4F	3
World History	3, 4, 5	HIST 307 & 308	6	V (b)	C2 or D6	3	3B or 4F	3

\* If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate.

\*\* Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1 + B3 or B2 + B3 of GE Breadth. Fall of 2009 or later, those credits may only apply to B1 + B3.

\*\*\* If a student passes more than one AP exam in physics, only six units of credit may be applied to the baccalaureate, and only four units of credit may be applied to a certification in GE Breadth.

### College-Level Examination Program

After completing 12 units at Sacramento City College, a student may submit qualifying scores for the College-Level Examination Program (CLEP) to the Admissions and Records Office. Students may be granted up to 30 units of credit for examinations with scores of 50 percentile or higher. Students should be aware that four-year colleges have the right to accept, modify, or reject CLEP units.

CLEP Test	SCC General Education			CSU GE-Breadth		
	Score	Areas	Units	Score	Areas	Units
American Government	50	V (a)	3	50	D8	3
American Literature	50	I	3	50	C2	3
Analyzing and Interpreting Literature	50	I	3	50	C2	3
Biology	50	IV	3	50	B2	3
Calculus	50	II (b)	3	50	B4	3
Chemistry	50	IV	3	50	B1	3
College Algebra	50	II (b)	3	50	B4	3
College Algebra – Trigonometry	50	II (b)	3	50	B4	3
College Mathematics	50	n/a	0	50	n/a	0
English Composition (no essay)	50	n/a	0	50	n/a	0
English Composition with Essay	50	n/a	0	50	n/a	0
English Literature	50	I	3	50	C2	3
Financial Accounting	50	n/a	0	50	n/a	0
French Level I*	50	n/a	0	50	n/a	0
French Level II*	59	I	3	59	C2	3
Freshman College Composition	50	n/a	0	50	n/a	0
German Level I*	50	n/a	0	50	n/a	0
German Level II*	60	I	3	60	C2	3
History, United States I	50	V (a)	3	50	D6 & US-1	3
History, United States II	50	V (a)	3	50	D6 & US-1	3
Human Growth and Development	50	III (b)	3	50	E	3
Humanities	50	I	3	50	C2	3
Information Systems and Computer Applications	50	n/a	0	50	n/a	0
Introduction to Educational Psychology	50	n/a	0	50	n/a	0
Introductory Business Law	50	n/a	0	50	n/a	0
Introductory Psychology	50	V (b)	3	50	D9	3
Introductory Sociology	50	V (b)	3	50	D0	3
Natural Science	50	IV	3	50	B1 or B2	3
Pre-Calculus	50	II (b)	3	50	B4	3
Principles of Accounting	50	n/a	0	50	n/a	0
Principles of Macroeconomics	50	V (b)	3	50	D2	3

CLEP Test	SCC General Education			CSU GE-Breadth		
	Score	Areas	Units	Score	Areas	Units
Principles of Management	50	n/a	0	50	n/a	0
Principles of Marketing	50	n/a	0	50	n/a	0
Principles of Microeconomics	50	V (b)	3	50	D2	3
Social Sciences and History	50	n/a	0	50	n/a	0
Spanish Level I*	50	n/a	0	50	n/a	0
Spanish Level II*	63	I	3	63	C2	3
Trigonometry	50	II (b)	3	50	B4	3
Western Civilization I	50	I or V (b)	3	50	C2 or D6	3
Western Civilization II	50	V (b)	3	50	D6	3

\*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 additional units of credit and placement in Area C2 of GE Breadth, as noted.

### International Baccalaureate (IB) Credits

Sacramento City College may award college credit for international baccalaureate (IB) higher level course completion with scores of 5, 6, or 7, if the course work is compatible with the college's curriculum. No credit will be granted for lower level course work completed in the IB program. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both.

HL = indicates "higher level" exams which qualify for IB credits. Students who have taken other exams (i.e., "S" = standard, are not eligible for IB credits.

IB Exam	Scores	AA/AS Area	Units	Scores	CSU GE Area	Units	Scores	IGETC Area	Units
Biology HL	5, 6, 7	IV	3	5, 6, 7	B2	3	5, 6, 7	5B (no lab)	3
Chemistry HL	5, 6, 7	IV	3	5, 6, 7	B1	3	5, 6, 7	5A (no lab)	3
Economics HL	5, 6, 7	V (b)	3	5, 6, 7	D2	3	5, 6, 7	4B	3
Geography HL	5, 6, 7	V (b)	3	5, 6, 7	D5	3	5, 6, 7	4E	3
History (any region) HL	5, 6, 7	I or V (b)	3	5, 6, 7	C2 or D6	3	5, 6, 7	3B or 4F	3
Language A1 (any language, except English) HL	N/A	N/A	N/A	N/A	N/A	N/A	5, 6, 7	3B and 6A	3
Language A2 (any language, except English) HL	N/A	N/A	N/A	N/A	N/A	N/A	5, 6, 7	3B and 6A	3
Language A1 (any language) HL	5, 6, 7	I	3	4	C2	3	5, 6, 7	3B	3
Language A2 (any language) HL	5, 6, 7	I	3	4	C2	3	5, 6, 7	3B	3
Language B (any language) HL**	N/A	N/A	N/A	4	N/A	0	5, 6, 7	6A	3
Mathematics HL	5, 6, 7	II (b)	3	4	B4	3	5, 6, 7	2A	3
Physics HL	5, 6, 7	IV	3	5, 6, 7	B1	3	5, 6, 7	5A (no lab)	3
Psychology HL	5, 6, 7	V (b)	3	5, 6, 7	D9	3	5, 6, 7	4I	3
Theatre HL	5, 6, 7	I	3	4	C1	3	5, 6, 7	3A	3

\*\* For CSU only, Language B (any language) HL – The IB curriculum offers language at various levels for native and non-native speakers. Language B courses are offered at the intermediate level for non-natives. "Language A1 and A2 (any language) HL" are advanced courses in literature for native and non-native speakers, respectively.

## General Education

A comprehensive education serves to develop the creativity, critical thinking, ethical behavior, and self-understanding that are essential to the attainment of personal goals and to participate in a society characterized by increasing global interdependence, competitiveness, and by rapid and significant change.

Therefore, the purpose of general education is to give breadth to the college experience, enhance the ability to learn, and ensure an appropriate level of competency. Thus, the general education program provides coherence to undergraduate education and affords students the opportunity to develop an integrated overview of the diverse fields of human knowledge.

## General Education Learning Outcomes

The General Education Learning Outcome (GELO) statements in this document are the product of over a year of extensive dialogue and collaboration among faculty, staff, and administrators here at Sacramento City College.

Several forums were held in spring and fall of 2006 with over 40 participants from across the college. These sessions led to the formation of 7 task groups in early spring, 2007; one for each GE area identified by the previous forums. The task groups used a variety of resources including feedback from colleagues and students to generate several drafts of these outcomes.

The specific aims throughout this process were to...

1. develop GELOs that reflect our collective vision of a true "General Education" for our students that complete an A.A. or A.S. degree.
2. develop GELOs that help clarify to students the expectations and purpose of the course requirements and student service experiences that lead to their degrees.
3. develop GELOs that can be achieved in multiple ways given the diverse educational paths that our students take to achieve their degree goals.
4. develop GELOs that can serve multiple purposes in addition to those stated above including curriculum review, accreditation recommendations, articulation alignment, and facilitation of collegial collaboration.
5. develop a "living" set of GELOs that would be open to regular review, reflection, and modification.

## Target Population

The GELO development process was focused on the expected outcomes for those students that earn either an A.A. or A.S. degree. However, a hope and anticipation was expressed throughout this process that all of our students will achieve many of these outcomes and benefits of the Sacramento City College experience.

## Implementation

The specifics of how these GELOs will be implemented to address the specific aims stated here or any other college process are still in the developmental stage and will require guidance and support from the Academic Senate, Classified Senate, and any other group that may be involved. In any implementation, the tenets of SCC's SLO Statement of Philosophy (see <http://web.scc.losrios.edu/files/slo/>) and participatory governance procedures should be guiding factors.

## Background Information and other Resources

Background information on the current GELO development process, examples from other colleges, GELO task group membership, and other GELO-related activities can be found at <http://web.scc.losrios.edu/slo/GELOs>.

## I: Communication

**Upon completion of the A.A. or A.S. degree students will be able to...**

**demonstrate effective reading, writing, and speaking skills.**

**Specifically, they will be able to...**

- fully develop a college-level written assignment, with appropriate research, using correct grammar, spelling, punctuation, and referencing style
- accurately interpret written and spoken expository (informative) and argumentative (persuasive) messages
- critically evaluate the effectiveness of their own and others' messages (written, spoken, and nonverbal)
- apply evidence, reasoning, and logic to create effective messages
- adapt messages for diverse audiences
- create and deliver appropriate and effective oral messages for a variety of situations, using presentation aids when appropriate
- comprehend and critically read material written at the college level
- demonstrate effective reading strategies and study skills for lifelong learning

## II: Quantitative Reasoning

**Upon completion of the A.A. or A.S. degree students will be able to...**

**demonstrate knowledge of quantitative methods and skills in quantitative reasoning.**

**Specifically, they will be able to...**

- extract, organize, and analyze quantitative data from information presented in various forms.
- apply quantitative methods to problem solving and decision making
- clearly communicate quantitative reasoning processes using appropriate terminology.
- demonstrate an understanding of various quantitative methods, their relationship to one another and their application to multiple disciplines.
- demonstrate facility with numbers, including orders of magnitude, appropriate use of precision versus accuracy in measurements, approximation, and multidimensional or multivariate problems.

## III: Depth and Breadth of Understanding

**Upon completion of the A.A. or A.S. degree students will be able to...**

**demonstrate content knowledge and fluency with the fundamental principles of the natural sciences, social sciences, and humanities.**

**Specifically, they will be able to...**

- demonstrate basic knowledge in at least one scientific discipline including its fundamental definitions, theories, and current research areas.
- demonstrate understanding of the scientific method (observation, hypothesis development, measurement, data interpretation) by evaluating or performing experiments.
- value the importance of the scientific method of inquiry for explaining natural phenomena and exploring the universe.
- interpret and apply scientific information for effective decision-making in everyday life.

- apply their understanding of the historical development of the U.S. Constitution as they evaluate current political issues.
- describe different methods of inquiry used by the social sciences and apply social science methods to the analysis of a situation or problem.
- analyze the operation of societies and sub-groups within societies.
- evaluate actions of individuals or groups as those actions are related to responses to society.
- describe the ways in which people historically have used artistic or cultural creations to respond to themselves and the world.
- apply aesthetic theory in their daily lives.
- recognize and apply appropriate ethical standards in approaching decisions in their daily lives.
- demonstrate an understanding of the ways in which cultural activities, such as languages or the arts, are expressions of complex cultural systems.

#### IV: Cultural Competency

**Upon completion of the A.A. or A.S. degree students will be able to...**

**demonstrate awareness of the various ways that culture and ethnicity shape and impact individual experience and society as a whole.**

**Specifically, they will be able to...**

- define ethnocentrism and cultural relativism and illustrate their impacts in personal views and behaviors.
- analyze race as a cultural construct and assess its societal impact.
- evaluate the role of culture in identity construction.
- explain the implications of cultural diversity in a global context.
- assess the ways that culture shapes the way we experience the world by examining various practices and/or beliefs through the perspectives of cultural insiders and outsiders.
- demonstrate respect, appreciation, and acceptance for multicultural differences.

#### V: Information Competency

**Upon completion of the A.A. or A.S. degree students will be able to...**

**demonstrate knowledge of information needs and resources and the necessary skills to use these resources effectively.**

**Specifically, they will be able to...**

- determine an information need in multiple contexts (academic, personal, professional or vocational).
- describe how information is produced, organized, and disseminated.
- select the information retrieval system or method appropriate to their needs, based on the content and organization of the retrieval system.
- construct and implement effectively-designed search strategies.
- demonstrate the skills necessary to use a variety of information tools to locate and retrieve information in various formats for a variety of academic, personal, professional or vocational purposes.
- evaluate information sources in terms of a)target audience/ user, b)accuracy, credibility, and authority and c) accessibility.
- recognize ethical and legal issues regarding copyright as they affect authors, publishers and consumers.
- correctly cite information sources using different formats (MLA,APA, etc.)

#### VI: Critical Thinking

**Upon completion of the A.A. or A.S. degree students will be able to...**

**demonstrate skills in problem solving, critical reasoning and the examination of how personal ways of thinking influence these abilities.**

**Specifically, they will be able to...**

- logically analyze and evaluate competing claims and arguments.
- identify and analyze problems; creatively propose, analyze, implement, and evaluate solutions to problems.
- demonstrate an understanding of the way personal attitudes, values, perceptions and beliefs affect and sometimes obstruct competent reasoning.
- systematically examine one's own beliefs, perceptions and ways of thinking to continuously improve reasoning skills.
- demonstrate an understanding of the importance of suspending judgment, on any vital issue, pending a thorough investigation.
- differentiate competing forms of ethical reasoning.

#### VII: Life Skills and Personal Development

**Upon completion of the A.A. or A.S. degree, students will be able to...**

**demonstrate growth and lifelong learning skills in the personal, academic, and social domains of their lives.**

**Specifically, they will be able to...**

- evaluate and apply data in approaching personal, community, and societal-level problems.
- apply principles and skills that contribute to life-long learning such as confidence in academic abilities, perseverance, discipline, questioning attitudes and interpersonal and social effectiveness.
- identify and effectively use programs, services, computer technology, and resources for career and academic success.
- develop successful study strategies in order to acquire, evaluate, generalize, and apply new information.
- engage in academic and vocational planning, choose and implement a plan for an academic major and career choices, and evaluate progress towards accomplishing their goals.
- demonstrate that they've created supportive social networks with family, faculty, and peers that facilitate adjustment and a sense of belonging to the college community.
- develop coping skills by applying psychological concepts to everyday life challenges, such as stress, substance use and addictions, interpersonal relationships, loss and grief reactions, and life changes.
- improve level of physical fitness and well being.
- critically reflect and evaluate moral and ethical responsibilities as a world citizen, building a larger consciousness and purpose beyond self.
- develop communication skills for successful transition and adjustment into the work world or the university.
- develop and utilize effective communication skills in building and maintaining interpersonal relationships.



**Associate in Arts (A.A.)  
Associate in Science (A.S.)**

**GRADUATION REQUIREMENTS 2012-13**

**Application for Graduation**

Candidates for graduation must initiate a petition for graduation. Petitions are available at the Admissions and Records Office or online at [scc.losrios.edu/Graduation.xml](http://scc.losrios.edu/Graduation.xml).

Students may graduate at the end of the fall semester, spring semester, or summer session. However, the Commencement Ceremony is held only once a year in May. All students receiving degrees are encouraged to attend to celebrate their academic achievement.

If you plan to complete all requirements for graduation or transfer to a four-year school next semester, you can qualify for priority registration (registering prior to continuing student registration). To take advantage of this benefit, meet with a Sacramento City College counselor BEFORE registration begins to have your transcript evaluated and complete the priority registration form. The counselor will submit the form to Admissions and Records so you will receive a new registration date and time. For more information, contact Counseling or Admissions and Records.

All students **MUST** satisfy the following four requirements (1, 2, 3, 4) to earn an Associate in Arts/Science degree:

1. Complete a minimum of **60 degree applicable** units with a grade point average of 2.0 ("C" average). A minimum of 12 units must be completed at Sacramento City College.
2. Complete each required course with a grade of "C" or better for a "MAJOR" offered at Sacramento City College (see catalog for the list of majors).
3. Complete all general education requirements, Areas I, II (a & b), III (a & b, or c), IV, V (a & b), and VI.
4. Complete all three (3) Competency Requirements (reading, writing, and mathematics).

**EXCEPTION:** Students who possess a baccalaureate or higher degree completed at a college or university accredited through a CHEA (Council for Higher Education Accreditation) recognized Regional Accrediting Agency will have satisfied general education and competency requirements (# 3 and 4 listed above) for the Associate of Arts or Associate of Science degree. Degrees from accredited institutions outside of the United States will be evaluated on a case-by-case basis.

**Note:** Courses marked with an **asterisk (\*)** are listed in more than one area but **can be used to satisfy ONLY ONE AREA** (except Area VI, Ethnic/Multicultural Studies).

**COMPETENCY REQUIREMENTS – Complete all three areas (A, B, and C)**

**A. READING Competency**

- |  |
|--|
| <ol style="list-style-type: none"><li>1. Achieve a qualifying reading score on the <b>first or second</b> English assessment <b>or</b></li><li>2. Complete one of the following courses with a grade of "C" or better:<br/>ENGRD 310 or ENGRD 312 or ESLR 340 <b>or</b></li><li>3. Obtain a satisfactory score on a college-level reading examination <b>or</b></li><li>4. Possess an AA/AS degree or higher from an accredited college in the U.S. <b>or</b></li><li>5. Pass an equivalent course at an accredited college.</li></ol> |
|--|

**B. WRITING Competency**

- |   |
|---|
| <ol style="list-style-type: none"><li>1. Complete one of the following courses with a grade of "C" or better:<br/>BUS 310 or ENGWR 300 or ENGWR 480 or ESLW 340 <b>or</b></li></ol> |
| <ol style="list-style-type: none"><li>2. Pass an equivalent course ("C" grade or better) at an accredited college in the U.S.</li></ol>   |

**C. MATHEMATICS Competency**

- |  |
|--|
| <ol style="list-style-type: none"><li>1. Complete one of the following courses with a grade of "C" or better:<br/>ECON 310; MATH 110, 120, 124, 140, 300, 310, 334, 335, 342, 350, 351, 370, 400, 401, 402, 410, 420, 482; STAT 300, 480 <b>or</b></li></ol> |
| <ol style="list-style-type: none"><li>2. Obtain a satisfactory score on the mathematics competency examination <b>or</b></li></ol>   |
| <ol style="list-style-type: none"><li>3. Pass an equivalent course ("C" grade or better) at an accredited college in the U.S.</li></ol>  |

## 2012-13 General Education Requirements

### Area I – Humanities (3 units minimum)

ANTH 331 (was 330); ART 300, 320, 390, 430, 440; ARTH 300, 302, 304, 306, 307, 308, 310, 312, 313, 314, 318, 320, 324, 325, 328, 330, 332, 334, 484, 486, 487, 488; COMM 305; ENGCW 400, 410, 420, 431; ENGLT 303, 304, 310, 311, 317, 320, 321, 327, 331, 332, 334, 335, 345, 346, 360, 365, 370, 380, 392, 400, 401, 403, 404, 480, 481; ENGWR 301\*; ESLR 340; FASHN 330; HIST 300\*, 302\*, 373\*, 380\*; HUM 300, 310, 332, 352, 480, 483; MUFHL 305, 309, 310, 311, 315, 320, 330, 400, 481, 482; PHIL 300\*, 310, 330, 331, 333, 338, 352, 353, 354, 368\*, 480, 481, 482\*; SILA 305, 306, 315, 316; SPAN 425, 427; TA 300, 302, 303, 308, 310, 312, 314, 315, 318, 323, 454, 455

#### Foreign Languages:

ARABIC 401, 402; CANT 401, 402, 411, 412; FARSI 401, 402; FREN 101, 401, 402, 411, 412; GERM 401, 402, 411, 412; GREEK 401, 402; ITAL 401, 402; JAPAN 101, 401, 402, 411, 412; KOREAN 401, 402; MAND 101, 102, 401, 402, 411, 412; PNJABI 401, 402; RUSS 101, 102, 401, 402, 411, 412; SPAN 401, 402, 411, 412, 413, 415; TGLG 401, 402; VIET 401, 402

### Area II – Languages and Rationality (6 units minimum) – 3 units from II (a) and 3 units from II (b)

II (a) – English Composition (3 units minimum): BUS 310; ENGWR 300, 301\*, 302\*, 480, 482\*; ESLW 340

II (b) – Communication and Analytical Thinking (3 units minimum):

AERO 300; CISC 310, 321 (1 unit); CISN 300, 302, 303, 304, 306, 308, 315 (2 units), 320, 336, 340, 341, 346, 378; CISP 301, 310, 320, 350, 360, 370, 400, 401, 430, 440, 452; CISW 400, 405, 410, 411 (2 units), 420, 440 (2 units); COMM 301, 302, 311, 315, 316, 331, 341\*, 343, 345, 361; ECE 326; ECON 310; ENGRD 310; ENGWR 302\*, 482\*; ET 310 and 311 (must complete both); GEOG 330; MATH 110, 120, 124, 140, 300, 310, 334, 335, 342, 350, 351, 352, 370, 400, 401, 402, 410, 420, 482; MET 352; PHIL 300\*, 320, 322, 325, 328; PSYC 335; SOC 305\*; STAT 300, 480; SURVY 300;

### Area III – Living Skills (3 units minimum) – 1 unit from III (a) and 2 units from III (b) OR III (c) if student meets Military Service Credit requirements.

III (a) – Physical Education (1 unit minimum) – any activity course from:

ADAPT; DANCE; FITNS [FITNS 454, .5 unit only, see Area III(b)]; KINES 352 (formerly PET 352); PACT; SPORT (except SPORT 90); TMACT

III (b) – Life Development Skills (2 units):

ADMJ 303\*; BUS 320, 498 (minimum 2 units); COMM 321, 323, 328\*, 335; ECE 314\*, 415; EDT 498 (minimum 2 units); FCS 304, 314\*, 320\*, 330\*, 332, 340\*, 344, 346, 480\*; FITNS 454 [1 unit only, see Area III(a)]; GERON 300\*, 302; HCD 110, 310, 312, 318, 330 (1 unit); HEED 300, 321 (1 unit), 340; INDIS 240 (1 unit), 340 (1 unit); KINES 307, 411, 412, 413, 418; LIBR 318 (1 unit), 325; LIBT 325; NUTRI 300\*, 302, 320, 322, 330, 480\*; PSYC 353, 356, 358, 374, 390\*, 392, 405\*, 410; SOC 310\*, 312\*, 335\*, 344\*; SOCS 350\*; WEXP 198, 298, 498 (minimum 2 units)

**NOTE:** Area III waived for Military Service Credit (honorable discharge) with minimum of one (1) year active duty service. Submit copy of DD214 to the Admissions & Records office.

### Area IV – Natural Sciences (3 units minimum) – Courses with (L only) indicates a lab course only for one unit.

ANTH 300, 301 (L only), 480; ASTR 310, 320, 330, 400 (L only); BIOL 100, 305, 308, 320, 323, 330, 332, 342, 350, 370, 402, 412, 422, 430, 431, 440, 434, 444, 464; CHEM 300, 305, 306, 309, 320, 326, 330, 336, 400, 401, 410, 420, 421, 425, 426, 484 (1 unit); FCS 340\*, 480\*; GEOG 300, 301 (L only), 302, 305, 306, 308; GEOL 302, 305, 306 (L only), 308, 310, 311 (L only), 345; NUTRI 300\*, 480\*; PHYS 310, 350, 360, 410, 420, 430; PSYC 310, 311(L only), 314, 315, 316

### Area V – Social and Behavioral Sciences (6 units minimum) – One course from V (a) and one from V (b)

V (a) – American Institutions (3 units): HIST 310, 311\*, 314\*, 320\*, 321\*, 483\*, 484\*, 485\*; POLS 301, 304, 481

V (b) – Other: ADMJ 303\*, 342; ANTH 310, 315, 317, 320, 331, 332, 334, 341, 481; BUS 300, 330; COMM 325, 328\*, 341\*, 351, 363; ECE 312, 314\*; ECON 100, 302, 304; ENGWR 384; FCS 312, 314\*, 320\*, 324, 326, 330\*; GEOG 310, 320, 322, 480; GERON 300\*; HIST 300\*, 302\*, 307, 308, 309, 311\*, 314\*, 320\*, 321\*, 344, 360, 364, 365, 373\*, 375, 380\*, 483\*, 484\*, 485\*; JOUR 310, 320; PHIL 368\*, 482\*; POLS 302, 303, 310, 312, 313, 320, 322, 340, 480; PSYC 300, 320, 340, 352, 360, 363, 364, 367, 370, 376, 390\*, 405\*, 480; SOC 300, 301, 305\*, 310\*, 312\*, 321, 335\*, 341, 343, 344\*, 345, 350, 380, 382, 385 (maximum 1 unit), 480; SOCS 300, 320, 325, 330, 332, 335, 336, 350\*, 352

### VI. – Ethnic/Multicultural Studies (0-3 units minimum). Most of these courses are also listed in Areas I–V and can be used to meet General Education requirements. Terms in parentheses note the effective term.

ADMJ 302 (F98); AH 301 (F07); ANTH 310 (F97), 315 (F93), 317 (F06), 331 (F96), 332 (F95), 334 (F95), 341 (F05), 481 (F97); ARTH 320 (F93), 324 (F93), 325 (F07), 328 (F93), 330 (F93), 332 (F93), 334 (F05); BIOL 323 (F02); BUS 330 (F04); COMM 325 (F93); ECE 430 (F93); ENGLT 327 (F06), 331 (F08), 332 (F08), 334 (F95), 335 (F99), 345 (F09), 346 (F99), 360 (F97), 365 (F09), 401 (F02), 480 (F95), 481 (F95); ESLR 340 (F00); FCS 342 (F05); GEOG 310 (F95); HIST 307 (F98), 308 (F98), 309 (F93), 310 (F99), 311 (F99), 314 (F12), 320 (F93), 321 (F93), 344 (F96), 360 (F03), 364 (F93), 365 (F93), 373 (F93), 375 (F12), 380 (F04), 483 (F00), 484 (F00); HUM 332 (F93), 483 (F06); JOUR 320 (F95); MUFHL 330 (F06); NUTRI 310 (F09); PHIL 352 (F93), 353 (F93); POLS 312 (F07); PSYC 367 (F93); SOC 321 (F93); SOCS 300 (F03), 320 (F93), 325 (F93), 330 (F93), 332 (F93), 335 (F93), 336 (F93); TA 308 (F01), 318 (F01), 454 (F93), 455 (F93)

## Transfer Information

Students who plan to transfer should take courses required by the institution they are preparing to attend. For detailed requirements for a specific major and college or university, students are strongly advised to meet with a counselor regularly because major preparation and general education requirements can change from year to year.

### Independent/Private California Colleges and Universities

California has fully accredited independent/private colleges and universities that provide a host of options at undergraduate and professional levels for students planning to continue their education beyond community college. Students will be given academic credit for most, if not all, of their community college transferable credits that can apply to general education, the major, and other courses at most independent/private colleges and universities.

Each institution has its own requirements for admission. These requirements are outlined in the respective college catalogs that may be available in the Transfer Center and on their website. Students are urged to meet with a counselor for additional information and assistance.

### Transferable Courses

Transferable courses can satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

### Transfer Center

The Transfer Center is designed to assist students in transferring to any four-year college or university. The Center maintains applications, catalogs, and other resource materials for many colleges and universities. Representatives from California State University, Sacramento; University of California, Davis; and University of the Pacific are available weekly to meet with students in the Transfer Center about their campus or other colleges within their systems.

The Transfer Opportunity Program (TOP) is a cooperative effort between UC Davis and Sacramento City College. It is designed to ensure students a smooth transfer to UC Davis. A UC Davis TOP Coordinator is available to meet with students in the Transfer Center.

The Transfer Center is located in the Counseling Center, Rodda Hall North 147, or call (916) 558-2181. Office hours are Monday through Thursday from 8:30 a.m. to 6:00 p.m., and Fridays from 8:30 a.m. to 5:00 p.m..

### Transfer Credit

Courses accepted for transfer by the University of California (UC) and/or California State University (CSU) are listed with the course description and are identified in the "course transferable to" area.

Students who have questions regarding transferability of credits for specific courses to specific institutions should consult with a counselor.

### Transferring to a California State University or University of California

Students planning to transfer to a CSU or UC should plan a program to meet the admission, lower-division major preparation, and general education requirements of the specific institution that they plan to attend. Transfer admission eligibility is based on transferable college units and/or high school records and test scores. Each institution has its own requirements for admission and for junior standing. To prepare for transfer, students must decide which school they will attend through research in the Transfer Center, RHN147, consult a counselor for the specific requirements for that particular institution, and to create a written educational plan.

## California State University



Associate Degree  
for Transfer  
*A Degree with a Guarantee.*

### Associate in Arts/Science - Transfer Degrees

#### Program Information

California Community Colleges are now offering associate in arts (AA-T) and associate in science (AS-T) degrees for transfer to the California State University (CSU) system. 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 admissions with junior standing in the CSU system and are given priority admission consideration to their local CSU. This priority does not guarantee admission to specific majors or universities.

To earn an associate transfer degree, students must complete the following requirements:

- (1) Complete a minimum 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 or the Intersegmental General Education Transfer Curriculum (IGETC).
  - (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) Obtain a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major or area of emphasis.

The following approved transfer degrees are listed in this catalog within each discipline area:

AA-T Communication Studies – See Communication

AS-T Mathematics – See Mathematics

AA-T Psychology – See Psychology

AA-T Sociology – See Sociology

Additional transfer degrees are pending approval. Please check the SCC Website at [www.scc.losrios.edu](http://www.scc.losrios.edu) for more information.

### General Education - Breadth Requirements and Certification

Students will be required to complete a minimum of 48 semester units in general education for a bachelor's degree at a CSU. Students can complete a maximum of 39 units of general education courses at a community college, but nine (9) units are upper-division courses that must be completed at the CSU.

SCC will complete and send a GE-Breadth Certification for students to the CSU of their choice, upon request, to verify completion of the 39 units of general education requirements. For full certification, all 39 units must be completed. Courses completed at other colleges/universities will need to be evaluated by a counselor. Please call the Counseling Center for an appointment. Requests for certification should be made at the Admissions and Records Office.

### Lower-Division Transfers

Students will qualify for admission if they have a grade point average of at least 2.0 (“C” or better) in all transferable units completed, are in good standing at the last college or university attended, and meet one of the following standards:

1. the freshman admission requirements (grade point average and subject requirements) in effect for the term to which they are applying, or
2. were eligible as a freshman at the time of high school graduation except for the subject requirements, and have been in continuous attendance in an accredited college since high school graduation, and have made up the missing subjects.

Applicants who graduated from high school prior to 1988 should contact the CSU Admissions Office to inquire about alternative admission programs.

### ROTC - Air Force (CSUS)

Air Force Reserve Officer Training Corps is available to SCC students through a program offered at California State University, Sacramento. The CSUS Department of Aerospace Studies offers two-, three-, and four-year programs leading to a commission in the United States Air Force. All coursework is completed at CSUS. Scholarships are available to qualified students. Application to the program is typically completed not later than the first semester of the sophomore year, but juniors may apply under certain conditions. For more information, contact AFROTC, California State University, Sacramento, Department of Aerospace Studies, Public Service Building 210, or call (916) 278-7315.

### Upper-Division Transfers

Generally, applicants will qualify for admission as upper-division transfer student if:

1. they have a grade point average of at least 2.0 (“C” or better) in all transferable units completed; and
2. they have completed a minimum of 60 semester or 90 quarter transferable units; and
3. they are in good standing at the last college or university attended; and
4. they have completed at least 30 semester units of college coursework with a grade of “C” or better in each course to be selected from courses in English, arts and humanities, social science, science and mathematics at a level at least equivalent to courses that meet general education requirements. The 30 units must include all of the general education requirements in communication in the English language and critical thinking (at least nine (9) semester units) and the requirement in mathematics/quantitative reasoning — usually three (3) semester units — OR the Intersegmental General Education Transfer Curriculum (IGETC) requirements in English communication and mathematical concepts and quantitative reasoning.

NOTE: All admission requirements (i.e., units, grade point average and specific subjects) must be completed prior to the summer semester for fall enrollment and the fall semester for spring enrollment.

## University of California

### General Education Requirements and Certification

General education requirements are designed to give University undergraduates a broad background in all major academic disciplines. Every UC campus and school of/discipline has its own general education requirement. Students also have the option of completing the Intersegmental General Education Transfer Curriculum (IGETC).

The IGETC is most helpful to students who want to keep their options open, those who know they want to transfer, but have not yet decided upon a particular institution, campus or major. Certain students,

however, will not be well served by following the IGETC. Students who intend to transfer into a major that requires extensive lower-division preparation, such as engineering or the physical and natural sciences, should concentrate on completing the many prerequisites for the major that the college requires to determine eligibility for admission. Your counselor can advise you on which path is best for you.

Completion of all the requirements in the IGETC will permit a student to transfer to either a University of California or California State University system without the need, after transfer, to take additional lower-division general education courses. Otherwise, you will be required to satisfy the specific lower division general education requirements of the college or school you attend. For full IGETC Certification, the course requirements for all areas must be completed. For partial certification, no more than two courses can be incomplete on the IGETC pattern. All courses must be completed with a “C” grade or better. Student must meet with a counselor to complete the IGETC Certification. Please call the Counseling Center for an appointment.

### Junior-Level Transfer

To be eligible for admission as a junior transfer student, a student must fulfill both of the following criteria:

1. Complete 60 semester (90 quarter) units of transferable college credit with a GPA of at least 2.4 (2.8 for nonresidents). No more than 14 semester (21 quarter) units may be taken Pass/No Pass (formerly Credit/No Credit).
2. Complete the following course pattern requirements, earning a grade of “C” or better in each course:
  - a) Two transferable college courses (3 semester or 4-5 quarter units each) in English composition;
  - b) One transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning;
  - c) 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.

If a student satisfies the Intersegmental General Education Transfer Curriculum (IGETC) prior to transferring to UC, he or she may satisfy part 2 of the transfer eligibility requirements).

### Lower-Division Transfer

The University admits some transfer students before they reach junior standing if they have met specific requirements.

If a student was eligible for admission to the University when he or she graduated from high school - meaning the student satisfied the Subject, Scholarship and Examination Requirements, or was identified by the University as eligible in the local context and completed the Subject and Examination Requirements in the senior year, the student is eligible for transfer if he or she has a “C” (2.0) average in transferable college coursework.

If a student met the Scholarship requirement in high school but did not satisfy the Subject Requirement, the student must take transferable college course in the missing subject, earn a “C” or better in each required course, and maintain an overall 2.0 GPA in all transferable coursework to the eligible to transfer.

### UC Transferable Courses

Transferable courses can satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

UC transferable courses are designated in the catalog and class schedule in the “Courses Transferable to” section of the course description.

**California State University**  
**General Education-Breadth Requirements**

2012-13

**The CSU General Education–Breadth Requirements may change each year. It is the student’s responsibility to check with a counselor each year for updated CSU General Education–Breadth Requirements.**

To complete these requirements, students must have a 2.0 (2.4 for international and non-resident) or higher grade point average (GPA) for all courses taken to complete the General Education–Breadth Requirements. To transfer, students must meet the following requirements:

1. **60 transferable units** to include a minimum of 30 units from the General Education–Breadth Requirements,
2. Completion of **Area A, sections 1, 2 and 3 and Area B, section 4 with a grade of “C” or better**,
3. **2.0 grade point average** for all transferable course work completed.

\*\* Courses are listed in more than one section in that area or other areas but can only be used once to satisfy a requirement.

<b>Area A – English Language Communication and Critical Thinking</b> (9 units minimum) One course from each numbered section (A1, A2, and A3)	
<b>A1 - Oral Communication</b>	COMM 301, 302, 311**, 331, 361
<b>A2 - Written Communication</b>	ENGWR 300, 480; ESLW 340
<b>A3 - Critical Thinking</b>	COMM 311**, 315, 316; ENGRD 310; ENGWR 301, 302, 482; PHIL 300**, 320, 322, 325, 328; SOC 305
<b>Area B – Scientific Inquiry and Quantitative Reasoning</b> (9 units minimum) – One course from each numbered section (B1, B2, and B4). At least one of the science courses in B1 or B2 must include a related laboratory, designated with an (L). The lecture course must be taken concurrently with or prior to the laboratory. There is no Area B3 because it is the laboratory activity which is included in B1 or B2.	
<b>B1 - Physical Science</b>	ASTR 310, 320, 330, 400 (L only); CHEM 300(L), 305(L), 306(L), 309(L), 320(L), 326(L), 330(L), 336(L), 400(L), 401(L), 410(L), 420(L), 421(L), 425(L), 426(L), 484(L); GEOG 300 (lab is 301), 301 (L only), 305, 306, 308; GEOL 302(L), 305 (lab is 306), 306 (L only), 308, 310 (lab is 311), 311 (L only), 345; PHYS 310, 350(L), 360(L), 410(L), 420(L), 430(L)
<b>B2 - Life Science</b>	ANTH 300 (lab is 301), 301 (L only), 480; BIOL 305(L), 308 (lab is 309), 309 (L only), 323(L), 342**, 350, 370(L), 402(L), 412(L), 422(L), 430(L), 431(L), 434, 440(L), 444(L), 464 (lab is 465), 465 (L only); PSYC 310 (lab is 311), 311 (L only)
<b>B3 - Laboratory Activity</b>	(one course from B1 or B2 with a “L” or “L only” designation).
<b>B4 - Mathematics/Quantitative Reasoning:</b>	CISP 440; ECON 310; MATH 300, 310, 334, 335, 342, 350, 351, 352, 370, 400, 401, 402, 410, 420, 482; STAT 300, 480
<b>Area C – Arts and Humanities</b> (9 units minimum) At least one course from C1 and C2; one additional course is required and can be chosen from either C1 or C2. <b>NOTE:</b> Courses designated with an * in area C1 or C2 are repeatable for credit, <u>only one</u> can be used to satisfy the general education requirement in Area C.	

	<p><b>C1 - Arts: Arts, Cinema, Dance, Music, Theater</b></p> <p>ART 300, 305, 320, 324, 337, 370*, 380, 390, 400; ARTH 300, 302, 304, 306, 307, 308, 310, 312, 313, 314, 318, 320, 324, 325, 328, 330, 332, 334, 484, 486, 487, 488; COMM 305; ENGLT 400, 403**, 404; HUM 332**, 352**, 483**; MUFHL 305, 309, 310, 311, 315, 320, 330, 400, 401, 410, 411, 481, 482; MUIVI 380, 381, 382, 383; MUP 340*; MUSM 342, 344; TA 300, 302, 303, 308, 310, 312, 314, 315, 318**+, 320*, 364, 370 (2 units), 404, 437 (2 units), 454</p>
	<p><b>C2 - Humanities: Literature, Philosophy, Languages Other than English</b></p> <p>ENGLT 303, 304, 310, 311, 317, 320, 321, 327, 331, 332, 334**, 335, 345, 346, 360, 365, 370, 380, 392, 401, 403**, 480, 481; ESLR 340; FASHN 330; HIST 300**, 302**, 307**, 308**, 310**, 311**, 314**, 360**, 364**, 365**, 373**, 375**, 380**, 483**, 484**, 485**; HUM 300, 310, 332**, 352**, 480, 483**; PHIL 300**, 310, 330, 331, 333, 338, 352, 353, 354, 368**, 480, 481, 482**; SILA 305, 306, 315, 316; SPAN 425, 427; TA 318**</p> <p><b>Foreign Languages:</b>          ARABIC 401, 402; CANT 401, 402, 411, 412; FARSI 401, 402; FREN 401, 402, 411, 412; GERM 401, 402, 411, 412; GREEK 401, 402; ITAL 401, 402; JAPAN 401, 402, 411, 412; KOREAN 401, 402; MAND 401, 402, 411, 412; PNJABI 401, 402; RUSS 401, 402, 411, 412; SPAN 401, 402, 411, 412, 413, 415; TGLG 401, 402; VIET 401, 402</p>
<p><b>Area D (D0-D9) – Social Sciences (9 units minimum)</b>          Two course combination from D1a or D1b <b>and</b> one course from D2.          These courses are listed as Areas D0-D9 in ASSIST</p>	
	<p><b>D1a</b> POLS 301** or 481** <i>paired with</i>          HIST 310** or 311** or 320** or 321** or 483** or 484**</p> <p><b>OR</b></p> <p><b>D1b</b> HIST 310** or 320** or 483** <i>paired with</i>          HIST 311** or 321** or 484** or POLS 301** or 304** or 481**</p>
	<p><b>D2</b>          ADMJ 342; ANTH 310, 315, 317, 320, 330, 332, 334, 341, 481; BUS 330, 345; COMM 321, 325, 328, 335, 341, 351, 363; ECE 312**, 314**;          ECON 302, 304; ENGLT 334**; ENGWR 384; FCS 312**, 314**, 320**, 324**, 326**, 330**, 332**;          GEOG 302, 310, 320, 322, 480; GERON 300**, 302**;          HIST 300**, 302**, 307**, 308**, 309, 310**, 311**, 314, 320**, 321**, 344, 360**, 364**, 365**, 373**, 375**, 380**, 483**, 484**, 485;          JOUR 310, 320; PHIL 368**, 482**;          POLS 301**, 302, 303, 304**, 310, 312, 313, 320, 322, 340, 480, 481**;          PSYC 300, 314, 316, 320, 335, 340**, 352, 353**, 356**, 360**, 363, 364, 367, 370**, 374**, 376, 390**, 392** (2 units), 480; SILA 330; SOC 300, 301, 310**, 312**, 321, 330, 335**, 341**, 343, 344**, 345, 350, 375, 480; SOCSC 300, 320, 325, 330, 332, 335, 336, 350, 352</p>
<p><b>Area E. Lifelong Learning and Self Development (3 units minimum)</b></p>	
	<p>BIOL 342**;          BUS 320; ECE 312**, 314**, 415; FCS 304, 312**, 314**, 320**, 324**, 326**, 330**, 332**, 340, 344, 346, 480;          GERON 300**, 302**;          HEED 300; HCD 310; KINES 411, 418; NUTRI 300, 302, 320, 330, 480; PE (one unit maximum) any CSU transferable course from: ADAPT, DANCE, FITNS (except FITNS 371 or 372), KINES 381, 382, PACT, SPORT, TMACT; PET now "KINES"; PSYC 340**, 353**, 356**, 358, 360**, 370**, 374**, 390**, 392** (2 units), 410; SOC 310**, 312**, 335**, 341**, 344**</p>

**Intersegmental General Education Transfer Curriculum (IGETC)**  
**University of California or California State University**  
**2012-13**

**THE IGETC REQUIREMENTS MAY CHANGE EACH YEAR.**  
 It is the student's responsibility to check with a counselor each year for updated IGETC information.  
 See a counselor prior to transfer concerning certification.

Completion of ALL the requirements (full-certification) in the IGETC will permit a student who transfers from a community college to a campus in either the California State University or University of California system without the need, after transfer to take additional lower-division general education courses. Students must meet with a counselor to request the IGETC Certification. **All courses must be completed with a "C" grade or better.**

NOTE: The IGETC is NOT appropriate for certain majors and/or campuses. Please consult with a counselor.

\*\*Courses are listed in more than one area but can only be used once to satisfy a requirement.

	<p><b>Area 1 – English Communication</b>                  For CSU – three courses required, one course from each area (1A, 1B and 1C)                  For UC – two courses required, one from Areas 1A and one from 1B</p>
	<p><b>1A - English Composition</b> (one course, 3 units required)                  ENGWR 300, 480</p>
	<p><b>1B - Critical Thinking – English Composition</b> (one course, 3 units required)                  COMM 316; ENGWR 301, 302, 482; PHIL 322; SOC 305</p>
	<p><b>1C - Oral Communication – CSU REQUIREMENT ONLY</b> (one course, 3 units required)                  COMM 301, 302, 311, 331, 361</p>
	<p><b>Area 2 – Mathematical Concepts and Quantitative Reasoning</b> (one course, 3 units required)                  CISP 440; ECON 310; MATH 300, 350, 351, 370, 400, 401, 402, 410, 420, 482; STAT 300, 480</p>
	<p><b>Area 3 – Arts and Humanities</b> (three courses, 9 units required)                  Three courses with at least one from the Arts and one from Humanities.</p>
	<p><b>3A - Arts</b>                  ARTH 300, 302, 304, 306, 307, 308, 310, 312, 313, 314, 318, 320, 324, 325, 328, 330, 332, 334, 484, 486, 487, 488; COMM 305; ENGLT 400, 403**, 404; MUFHL 305, 309, 310, 311, 315, 320, 330, 400, 401, 410, 411, 481, 482; TA 300, 302, 303, 308, 310, 312, 314, 315, 320, 454</p>
	<p><b>3B - Humanities</b>                  ANTH 330**; ENGLT 303, 304, 310, 311, 317, 320, 321, 327, 331, 332, 334, 335, 345, 346, 360, 365, 380, 392, 401, 403**, 480, 481; HIST 300, 302, 307**, 308**, 310**, 311**, 314**, 360**, 364, 365, 373, 380**, 483**, 484**, 485**; HUM 300, 310, 332, 352, 480, 483; PHIL 300, 310, 330, 331, 333, 338, 352, 353, 354, 368, 480, 481, 482; SILA 315, 316; SPAN 425, 427; TA 318;                  Foreign Languages: CANT 411, 412; FREN 411, 412; GERM 411, 412; JAPAN 411, 412; MAND 411, 412; RUSS 411, 412; SPAN 411, 412, 415</p>
	<p><b>Area 4 (Area 4A-4J in ASSIST) – Social and Behavioral Sciences</b> (three courses, 9 units required)                  Three courses from at least <u>two disciplines</u>.  <b>NOTE:</b> * Indicates that this course <u>may not be used</u> for AREA 4 if the course is used for CSU U.S. History, Constitution, and American Ideals requirement.</p> <p>ANTH 310, 315, 317, 320, 330**, 332, 334, 341, 481; BUS 345; COMM 321, 325, 328, 351, 363; ECE 312, 314; ECON 302, 304; ENGWR 384; FCS 312, 314, 320, 324, 326, 330, 332; GEOG 302, 310, 320, 322, 480; GERON 300, 302; HIST 307, 308, 309, 310*, 311*, 314, 320*, 321*, 344, 360**, 380**, 483*, 484*, 485; JOUR 310, 320; POLS 301*, 302, 304*, 310, 312, 313, 320, 322, 340, 480, 481*; PSYC 300, 316, 320, 335, 340, 352, 356, 360, 363, 364, 367, 370, 374, 376, 390, 480; SILA 330; SOC 300, 301, 310, 312, 321, 330, 335, 341, 343, 344, 345, 480; SOCSOC 300, 320, 325, 330, 332, 335, 336, 350, 352</p>

**Area 5 – Physical and Biological Sciences** (two courses, 7-9 units required)

One Physical Science course and one Biological Science course; at least one course must include a related laboratory which is designated with an **(L)**. The lecture course must be taken concurrently with or prior to the laboratory.

**5A - Physical Science**

ASTR 310, 320, 330, 400 (L only); CHEM 300 (L), 305 (L), 306 (L), 309 (L), 320 (L), 330 (L), 336 (L), 400 (L), 401 (L), 410 (L), 420 (L), 421 (L), 425 (L), 426 (L); GEOG 300, 301 (L only), 305, 306, 308; GEOL 302 (L), 305, 306 (L only), 308, 310, 311 (L only), 345; PHYS 310, 350 (L), 360 (L), 410 (L), 420 (L), 430 (L)

**5B - Biological Science**

ANTH 300, 301 (L only), 480; BIOL 305 (L), 308, 309 (L only), 323 (L), 342, 350, 370 (L), 402 (L), 412 (L), 422 (L), 430 (L), 431 (L), 434, 440 (L), 464, 465 (L only); PSYC 310 (lab is 311), 311 (L only)

**5C - Laboratory Activity** (any course from 5A or 5B with a “L” or “L only designation).

**AREA 6 Language Other Than English – (UC REQUIREMENT ONLY)**

Completion of a college level foreign language course or higher:

**ARABIC 401, CANT 401, FARSI 401, FREN 401, GERM 401, ITAL 401, JAPAN 401, KOREAN 401, MAND 401, PNJABI 401, RUSS 401, SPAN 401, 415, TGLG 401, VIET 401**

**OR SILA 305**

**OR** completion of two years of the same foreign language in high school level work with a grade of “C” or better

**OR** completion of two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English with a grade of “C” or better (Appropriate documentation must be presented to substantiate that the required coursework was completed.)

**OR** earn a score of 3 or higher on the foreign Language Advanced Placement test

**OR** 550 on the college Board Achievement Test in Foreign Language

**(NOT PART OF IGETC)**

**CSU Graduation Requirement in U.S. History, Constitution, and American Ideals, may be completed prior to transfer**

Six units required, choose one two-course combination from section 1 or 2:

1. **POLS 301 or 481**      **-PLUS-**    **HIST 310 or 311 or 320 or 321 or 483 or 484**  
or
2. **HIST 310 or 320 or 483**    **-PLUS-**    **HIST 311 or 321 or 484 or POLS 301 or 304 or 481**





## Administrators

### Administrators' Code of Ethics

The Administrators at Sacramento City College join the faculty, classified staff, students, and neighboring communities of the college in working together, pursuing excellence, and inspiring achievement.

In support of the college and its mission, we pledge to provide support, direction, and leadership to:

- Conduct ourselves and relate with staff, faculty, colleagues, and students in a professional manner which is open and free of unlawful discrimination and harassment of any kind.
- Invite participation and promote cooperation, trust, problem solving and positive personal relationships.
- Assume accountability for the development, implementation, and outcomes of the decisions made by ourselves, the college, and the District.
- Utilize objective data and criteria and balance fiscal, contractual, and legislative interests to make fair decisions with the ultimate goal of promoting student learning and success.

#### College President

Kathryn E. Jeffery, Ph.D.

#### Vice Presidents

Administration  
Instruction  
Student Services

Robert J. Martinelli  
Mary K. Turner, Ed.D.  
Michael C. Poindexter

#### Associate Vice Presidents

Economic and Workforce Development  
Enrollment and Student Services  
General Education and Outreach Programs

Richard J. Ida  
To Be Determined  
Julia Jolly

#### Deans

Advanced Technology  
Behavioral and Social Sciences  
Business  
Counseling and Student Success  
Davis Center  
Financial Aid and Student Services  
Humanities and Fine Arts  
Information Technology  
Kinesiology, Health, and Athletics  
Language and Literature  
Learning Resources  
Mathematics/Statistics and Engineering  
Planning, Research, and Institutional Effectiveness  
Science and Allied Health  
West Sacramento Center

Donnetta Webb  
Jesus (Frank) Malaret  
Deborah L. Saks, Ph.D.  
David Rasul  
Donald Palm  
Christine V. Hernandez  
Chris R. Iwata  
Elaine Ader, Ph.D.  
Mitchell L. Campbell  
Albert Garcia  
Rhonda Rios Kravitz, D.P.A.  
Anne E. Licciardi  
Marybeth Buechner, Ph.D.  
James Collins, J.D.  
Debra J. Luff, Ed.D.

#### Other Administrators

Administrative Services Director  
College Advancement Director  
College Store Manager  
Public Information Officer

Gregory L. Hayman  
Mary M. Leland  
Randy Clem  
Amanda Davis

## Administrators

### Ader, Elaine R. (2001)

Dean, Information Technology  
B.A., Brooklyn College  
M.A., Ph.D., University of Michigan

### Buechner, Marybeth (2009)

Dean, Planning, Research, and Institutional Effectiveness  
B.S., Ball State University  
Ph.D., University of California, Davis

### Campbell, Mitchell L. (2007)

Dean, Kinesiology, Health and Athletics  
B.S., University of California, Davis  
M.A., Humboldt State University

### Collins, James (2005)

Dean, Science and Allied Health  
B.A., University of Arizona (History/Chemistry)  
M.A., University of Arizona  
J.D., University of Pacific, McGeorge, Sacramento

### Garcia, Albert J. (1991)

Dean, Language and Literature  
B.A., California State University, Chico  
M.F.A., University of Montana

### Hernandez, Christine V. (2011)

Dean, Financial Aid and Student Services  
A.A., Cerro Coso community College  
B.A., California State University, Bakersfield  
M.A., Pepperdine University

### Ida, Richard J. (2005)

Associate Vice President, Instruction, Economic and Workforce  
Development  
A.B., University of California, Berkeley  
M.S., Purdue University

### Iwata, Chris R. (1982)

Dean, Humanities and Fine Arts  
B.A., M.A., California State University, Northridge

### Jeffery, Kathryn E. (2008)

President  
B.M.E., Oklahoma State University, Music (Piano/Voice)  
M.S., Oklahoma State University, Behavioral Studies in Education  
(Counseling)  
Ph.D., University of Texas at Austin, Education Administration  
(CCLP)

### Jolly, Julia A. (1988)

Associate Vice President, Instruction, General Education and  
Outreach Programs  
B.A., University of Oregon  
M.A., University of California, Davis

### Licciardi, Anne E. (1999)

Dean, Mathematics/Statistics and Engineering  
B.A., M.A., Rhode Island College

### Luff, Debra J. (2000)

Dean, West Sacramento Center  
A.S., North Country Community College  
B.S., Russell Sage College  
M.S., Syracuse University  
Ed.D., University of the Pacific

### Malaret, Jesus F. (1998)

Dean, Behavioral and Social Sciences  
B.A., University of Texas  
M.A., California State University, Sacramento

### Martinelli, Robert J. (2000)

Vice President, Administrative Services  
B.A., San Francisco State University  
M.A., Golden Gate University  
HR Management Certificate, Chapman University, Sacramento

### Palm, Donald R. (2001)

Dean, Davis Center  
B.A., University of Washington  
M.A., San Francisco State University

### Poindexter, Michael (2006)

Vice President, Student Services  
B.A., Creighton University  
M.Ed., University of Northern Iowa

### Rasul, David D. (1997)

Dean, Counseling and Student Success  
B.A., M.S., California State University, Sacramento

### Rios Kravitz, Rhonda A. (2007)

Dean, Learning Resources  
B.A., California State University, Sacramento  
M.S.L.S., Simmons College  
D.P.A., University of Southern California

### Saks, Deborah (2012)

Dean, Business Division  
B.S., M.B.A., Ph.D., Indiana University

### Turner, Mary K. (1985)

Vice President, Instruction  
A.A.S., Hawkeye Institute of Technology  
B.S., M.S., University of Missouri at Kansas City  
Ed.D., Argosy University

### Webb, Donnetta (2005)

Dean, Advanced Technology  
B.A., St Mary Woods, IN  
M.S., University of Nebraska, Lincoln NE

## Classified Code of Ethics

### Preamble:

We, the members of the Classified Senate of Sacramento City College, in cooperation with faculty and administrators, provide students with the support needed to achieve an excellent educational experience. Sacramento City College is an egalitarian institution committed to the principle that "higher education will be available to every person who can benefit." Our purpose is to assist directly or indirectly with the needs of students and be sensitive to creating an environment conducive to this objective.

To reach this goal, the following Code of Ethics has been adopted by the Classified Senate on behalf of all classified staff. We are guided by the maxim: SERVICE, PRIDE, PROFESSIONALISM.

### Code of Ethics

1. Devote time, thought and study to duties and responsibilities so that, as a Sacramento City College employee, we may render effective and credible service.
2. Base our decisions upon all available facts in each situation; vote our honest conviction in every case, unswayed by biases of any kind; abide by and uphold the majority decision of the Senate.
3. Welcome and encourage the active cooperation of the students, staff, faculty, administrators and public with respect to establishing policy on current and future college operations.
4. Provide equal treatment and respect to all college community members and take pride in extending our professional expertise within our designated field to the college community.
5. Recognize that unwelcome attention toward any member of the campus community is not permissible and shall not be condoned.
6. Encourage involvement in the college community by participating in campus committees, activities, and other affiliations.
7. Maintain integrity in all aspects of service.
8. Promote an exchange of information and communication with employee organizations, Associated Students, Academic Senate and administration.
9. Promote the institution's mission of Working Together, Pursuing Excellence, and Inspiring Achievement.

## Classified

- Adams, Steven**  
Custodial Services
- Adamovich, Sarah**  
West Sacramento Center
- Adan, Alexander D.**  
Learning Resources Division
- Aguirre-Barr, Silvia**  
Humanities and Fine Arts Division
- Alexander, Almorris A.**  
Custodial Services
- Anderson, Tanya**  
Matriculation & Student Development
- Arashiro, Nancy**  
EOPS
- Bailey, Scott**  
Humanities and Fine Arts Division
- Bain, Rebecca**  
College and Community Relations
- Bates, Raymond**  
Custodial Services
- Bates, Rukiya**  
Financial Aid
- Beale, Barbara**  
Science and Allied Health Division
- Belmares, Sandra**  
Enrollment and Student Services
- Bhatia, Gurpreet**  
West Sacramento Center
- Bickley, Robert N.**  
Learning Resources Division
- Briggs, Melissa**  
Learning Resource Division
- Brushchenko, Aleksandr**  
Custodial Services
- Burbano, Jarom**  
Information Technology
- Callaghan, James**  
Advanced Technology
- Caruso, Eugene**  
Custodial Services
- Castelle, Michael A.**  
Custodial Services
- Casterline, Karen L.**  
Kinesiology, Health, and Athletics Division
- Catania, Anthony**  
College Store
- Chacon, Jacqueline**  
Financial Aid
- Chavez, Jr., Augustine**  
Information Technology
- Chekmarev, Vladimir**  
Custodial Services
- Chekmareva, Anna**  
Learning Resources Division
- Chestnut, Ramona L.**  
Child Development Center
- Chewning, Karen D.**  
Operations
- Childress, Creed T.**  
Advanced Technology Division
- Chu, Madeline**  
Business Office
- Ciddio, Josephine**  
Custodial Services
- Clinger, Richard W.**  
Humanities and Fine Arts Division
- Cobian, Ramona V.**  
CalWorks
- Colbert, Anthony**  
Custodial Services
- Conger, Tami**  
Advanced Technology Division
- Cotton, Vincent**  
Custodial Services
- Cousin, Patricia S.**  
Health Services
- Cox, Valerie**  
Police Captain
- Crankfield, Jr., Varnell**  
Science and Allied Health Division
- Cull, Jay L.**  
Planning/Research
- Dalske, Aurora**  
DSP&S
- Daly, Catherine**  
Learning Resources Division
- Danenberg, Anne**  
Planning and Research
- Davis, Amanda**  
Public Information Officer
- Davis, Rueben**  
Kinesiology, Health, Athletics Division
- DeCamp, Christine**  
Instructional Services
- D'Cruz, Margaret**  
Business Division
- DeNigris, Robert C.**  
Duplicating Services
- Dezsi, Rebecca**  
Admissions and Records
- Divanyan, Andranik**  
Information Technology
- Dolan, Mary T.**  
Instructional Services
- Dorn, Kathleen A.**  
EOP&S
- Drake, Cathy L.**  
Duplicating Services
- Drennan, Lauri**  
Learning Resources Division
- Duong, Phuong**  
City Cafe
- Duques-Acacio, Melba L.**  
Financial Aid Office
- Epling, David**  
City Cafe
- Escobar, Yolanda J.**  
Learning Resources Division
- Eyanson, Sarah**  
Business Division
- Fassett, Rosemary L.**  
Planning and Research
- Ferrell, Heidi**  
Instructional Services
- Florez, Robert D.**  
Custodial Services
- Fong, Brandon**  
Matriculation & Student Development
- Fong, Miriam F.**  
Humanities & Fine Arts Division
- Foster, Cassandra**  
DSPS-Disability Resource Center
- Franco, Dora**  
City Cafe
- Fredricks, Donald W.**  
Custodial Services
- Fuller, Dorothy Ann**  
Financial Aid
- Gage, Charlene**  
Learning Resources Division
- Galloway, Gloria**  
Science & Allied Health Division
- Gano, Dana**  
Business Office

- Garcia, Coral D.**  
Business Office
- Garcia, Lisa**  
Child Development Center
- Garza, Delissa G.**  
EOP&S
- Geary, Parrish**  
Student Services
- George, Margaret A.**  
Learning Resources Division
- Gill, Marina**  
DSP&S
- Gitonga, Michelle**  
Mathematics/Statistics & Engineering  
Division
- Glenn, Ryan**  
Matriculation/Student Development
- Goff, Kimberly M.**  
Admissions and Records
- Goff, Martha E.**  
Science and Allied Health Division
- Goldberg, Sherri B.**  
Matriculation & Student Development  
(Assessment)
- Griffin, Jennifer L.**  
Humanities and Fine Arts Division
- Hale, Gary C.**  
Custodial Services
- Hamilton, Terri A.**  
Humanities and Fine Arts Division
- Hanamoto, Claire M.**  
Science and Allied Health Division
- Hans, Janice**  
Language and Literature Division
- Harper, Yoshiko**  
Child Development Center
- Hart, Craig**  
Matriculation & Student Development
- Hart, Nannette**  
Mathematics/Statistics & Engineering  
Division
- Harvey, Michael D.**  
Receiving
- Heidt, Jr., Robert F.**  
Business Office
- Heisleman, Robert B.**  
Matriculation & Student Development
- Hibbard, Linda J.**  
Disability Resource Center/LD
- Hickey, Vivian**  
Financial Aid
- Hill, James**  
Learning Resource Division
- Hirkala, Carmen**  
Science and Allied Health Division
- Hodge, Tracey**  
Career and Job Services
- Horse, Rena**  
Behavioral & Social Science Division
- Huang, Meini**  
Davis Center
- Humphries, Charlotte**  
Admissions and Records
- Hunter, Leland**  
West Sacramento Center
- Irwin, Kelly R.**  
Information Technology
- Issaka, Casandra**  
Language and Literature Division
- Iwamasa, Debra K.**  
Financial Aid
- Iwata, Midori**  
Advanced Technology Division
- Jackson, David**  
Kinesiology, Health, and Athletics Division
- Jakab, Alena**  
Custodial Services
- James, John**  
Advanced Technology Division
- Jean-Gilles, Reginald**  
Davis Center
- Jimenez, Mayra J.**  
International Students
- Johnson, Donna B.**  
Transfer Center
- Jones, Jr., Roosevelt**  
Advanced Technology Division
- Juge, Jr., Joseph R.**  
Custodial Services
- Kattan, Jacob**  
Admissions and Records
- Kelkar, Poonam**  
Career and Job Services
- Kelly, Robert D.**  
Information Technology
- Kenny, Charles L.**  
College Store
- Kinoshita, Naomi**  
Learning Resource Division
- Kivlin, Holly E.**  
Admissions and Records
- Knowles, Deborah**  
Counseling Services
- Kozikowska, Barbara L.**  
Business Office
- Kozikowski, Jacek I.**  
Davis Center
- Kudin, Joan**  
EOP&S
- Kwong, Daniel**  
Information Technology
- Lagat, Charito**  
Financial Aid
- Lake, Janet E.**  
West Sacramento Center
- Lam, Peter**  
Information Technology
- Lazzarone, David**  
Operations
- Ledet, Shawn**  
Learning Resources Division
- Le, Phuong**  
Financial Aid
- Lee, Jennifer**  
Learning Resource Division
- Levy, Blanche R.**  
Admissions and Records
- Lind, Steven**  
Custodial Services
- Lodzanskiy, Natalya**  
West Sacramento Center
- Loeza, Regina**  
Science and Allied Health Division
- Lor, Ge Vang**  
Financial Aid Office
- Loree, Timothy**  
Advanced Technology Division
- Love, Ann**  
College & Community Relations
- Lukenbill, Karen L.**  
Admissions and Records
- Lund, Mary**  
Kinesiology, Health, and Athletics Division
- Lusk, Kellie**  
City Café
- Lynch, Elizabeth**  
Behavioral & Social Science/ Kinesiology,  
Health, and Athletics
- Maghanoy, Jr., Restituto M.**  
Duplicating Services

- Marsant, Irina**  
Matriculation & Student Development  
(Assessment)
- Martin, David H.**  
Learning Resources Division
- Martinez, Ruben**  
Science and Allied Health Division
- McLaughlin-Jordan, Margaret J.**  
Kinesiology, Health, and Athletics Division
- McManus, Rhonda A.**  
Counseling Services
- Melkonyan, Gegham**  
Mathematics/Statistics and Engineering  
Division
- Melo, Louisa**  
Operations
- Mendoza, Sarina**  
Davis Center
- Mendoza-Marin, Margarita**  
Behavioral & Social Science Division
- Michael, Kristie**  
West Sacramento Center
- Miller, Judy**  
City Café
- Mishra, Ashmeeta**  
West Sacramento Center
- Mitchell, Joanie**  
Information Technology
- Molina, Mercy**  
City Café
- Montgomery, Michie**  
Learning Resources Division
- Moore, Carol E.**  
RISE Program
- Moore, Valerie**  
Counseling Services
- Morgan, Barbara**  
Learning Resource Division
- Morrison, Pamela**  
President's Office
- Murillo, Catherine**  
Learning Resources Division
- Nakano, Quinn**  
Reprographics
- Newman, Toni**  
Matriculation & Student Development
- Nguyen, Ha Thi Tinh**  
Learning Resources Division
- Nguyen, William Son**  
Business Division
- Ochoa, Ruth M.**  
Language and Literature Division
- Oldham, Robert**  
Science and Allied Health Division
- Olender, Nanci L.**  
Learning Resources Division
- Ortiz, Marcia L.**  
College and Community Relations
- Osorio, Eduardo C.**  
Admissions and Records
- Osterholt, Stephen**  
Business Division
- Outlaw, Harry E.**  
Custodial Services
- Pair, Gerald W.**  
Custodial Services
- Papke, Larry**  
Advanced Technology Division
- Parra, Andrea C.**  
Advanced Technology Division
- Perez, Cristina**  
College Store
- Perry, Marilyn Keefe**  
Instructional Services
- Pham, Ly**  
Custodial Services
- Phillips, Catherine**  
Financial Aid
- Poncini, Carol A.**  
EOP&S
- Poole, Ashley**  
Enrollment & Student Services
- Poteet, Rhonda A.**  
College Store
- Proshak, Dimitry**  
Financial Aid
- Pulskamp, Cailin**  
Financial Aid
- Radcliff, Toni L.**  
Custodial Services
- Ramirez, Yolanda**  
Counseling Services
- Raught, David J.**  
College Store
- Rendon, Elva**  
Instructional Services
- Retter, Evelyn**  
Davis Center
- Reyes, Laura**  
Admissions and Records
- Reyes, Rocio**  
Learning Resources Division
- Robertson, Maurice C.**  
Custodial Services
- Robertson, Velisa**  
CalWORKs
- Robinson, Shakeya**  
Business Office
- Romani, Annette**  
Learning Resources Division
- Rose, Rosa**  
Matriculation & Student Development
- Ruchko, Tatyana**  
Financial Aid
- Rud, Yelena**  
Financial Aid
- Ruiz, Alicia**  
Counseling Services
- Ruiz, Maria**  
Counseling Services
- Ruiz, Ruben I.**  
Financial Aid
- Ryan, Judith**  
Reprographics
- Sagaydak, Elena**  
College Store
- Sakaishi, Mitchell**  
Learning Resources Division
- Sanders, Juanita E.**  
Disability Resource Center
- Sekikawa, Allison S.**  
Graphic Impressions
- Shoffner, David A.**  
Custodial Services
- Sholomytska, Nina**  
Mathematics/Statistics & Engineering  
Division
- Sieler, Gary W.**  
Custodial Services
- Silva, Donald T.**  
Information Technology
- Singleton, Lolita**  
Transfer Center
- Sivell, Nicole C.**  
Humanities and Fine Arts Division
- Smith, Indya**  
Child Development Center
- Smith, Melody J.**  
Custodial Services

- Smithson, Pamela K.**  
Custodial Services
- Solorio, Jeanette R.**  
Financial Aid Office
- Souza, Monica M.**  
International Student Center
- Stagner, Elaine R.**  
Disability Resource Center
- Stanton, Patricia P.**  
Counseling Services
- Sterken, Dale D.**  
Language and Literature Division
- Takeda, Andrea**  
Graphic Impressions
- Taylor, Elisher**  
Workability III
- Taylor, Kathleen M.**  
Instructional Services
- Teh, Peng (Hendrick) A.**  
Information Technology
- Temple, Jude**  
Kinesiology, Health, & Athletics Division
- Terry, Sharon D.**  
Staff Resource Center/Information  
Technology
- Thao, Cha P.**  
Information Technology
- Torres, Christopher**  
Matriculation & Student Development
- Tracy, Heather**  
Kinesiology, Health, Athletics Division
- Tran, Danh**  
Custodial Services
- Tran, Minh**  
CalWORKs
- Tran, Ngoc-Hau (Sharlene)**  
Matriculation & Student Development  
(Assessment)
- Tran, Trang**  
Business Services
- Tsang, Jeremy**  
Information Technology
- Tutunik, Valeriy**  
Learning Resources Division
- Umphred, Kandy D.**  
Admissions and Records
- Valverde, Tracey A.**  
Learning Resources Division
- Vang, Fong**  
DSP&S
- Vaughn, Starlette**  
Language and Literature Division
- Vazquez, Luz**  
Language and Literature Division
- Velez, Hannia**  
Instructional Services
- VeVe, Rosemary L.**  
Admissions and Records
- Vincent, Anthony**  
Custodial Services
- Viracola, Marcia J.**  
Child Development Center
- Virdure, Amy**  
Operations
- Watson, Marlene R.**  
College Store
- Wattier, Taunya**  
Administrative Services
- Weller, Diane Y.**  
College Store
- White, Douglas**  
Custodial Services
- Whittington, David J.**  
Kinesiology, Health, and Athletics Division
- Wilkins, Regina**  
Student Services
- Wolf, Gary L.**  
Custodial Services
- Wong, Laura E.**  
Admissions and Records
- Wong, Laura S.**  
Admissions and Records
- Wright, Amy**  
Custodial Services
- Xiong, Pinky**  
Graphic Impressions
- Yamamoto, Valerie**  
Science and Allied Health Division
- Yang, May**  
Cooperative Work Experience
- Zakaryan, Ruzanna**  
Admissions and Records
- Zavala, Manual M.**  
Custodial Services



## Faculty

### Faculty Code of Ethics

**Preamble: The following is a statement defining some areas of ethical behavior towards students by faculty. It is based on discussions held at a workshop for faculty and staff in the spring of 1987. The Equity Committee unanimously passed the following statement. This statement has been endorsed by the Faculty Senate and sent to all members of the faculty and to all administrators as a statement of professional standards.**

1. Recognizing that, at times, students will offer us gifts or favors, we must be aware of potential implications. Acceptance of such offerings should be avoided.
2. Recognizing that student sensitivities must be respected, we must appreciate that remarks based on gender, race, religious or ethnic group, physical handicap or sexual orientation are inappropriate in the classroom environment.
3. Recognizing that instructors are concerned with the welfare of students and that students will, at times, wish to share information of a personal nature, it is appropriate for faculty to listen sympathetically to students but not to elicit, reveal or exploit confidential information.
4. Recognizing that while amorous relationships are appropriate in other circumstances, we accept that such relationships are always inappropriate when they occur between any faculty member and his or her student. Further, such relationships may have the effect of undermining the atmosphere of trust on which the educational process depends. Implicit in the idea of professionalism is the recognition by those in positions of authority that in their relationships with students there is always an element of power. It is incumbent upon those with authority, not to abuse, nor appear to abuse, the power with which they are entrusted.
5. Recognizing that under certain circumstances touching students may be appropriate, we acknowledge that sexual touching of a student by an instructor is never appropriate.
6. Professional interaction between students and instructors should always take place in an academic setting.
7. Instructors should never engage in nor condone sexual harassment. In the academic context, the term "sexual harassment" may be used to describe a wide range of behavior. The fundamental element is the unwelcomed personal attention by an instructor who is in a position to determine a student's grade or student employment or otherwise affect the student's academic performance or professional future.

### Faculty Statement of Professional Ethics

- I. Faculty members, guided by a deep conviction of the worth and dignity of the advancement of knowledge, recognize the special responsibilities placed upon them. Their primary responsibility to their subjects is to seek and to state the truth as they see it. To this end they devote their energies to developing and improving their scholarly and teaching competence. They accept the obligation to exercise critical self-discipline and judgment in using, extending and transmitting knowledge. They practice intellectual honesty. Although they may follow subsidiary interests, these interests must never seriously hamper or compromise their freedom of inquiry.
- II. As teachers, faculty members encourage the free pursuit of learning in their students. They hold before them the best scholarly standards of their discipline. They demonstrate respect for the student as an individual and adhere to their proper role as intellectual guides and counselors. They make every reasonable effort to foster honest academic conduct and to assure that their evaluation of students reflects their true merit. They respect the confidential nature of the relationship between faculty member and student. They avoid any exploitation of students for their private advantage and acknowledge significant assistance from them. They protect their academic freedom.
- III. As colleagues, faculty members have obligations that derive from common membership in the community of scholars. They respect and defend the free inquiry of their associates. In the exchange of criticism and ideas they show due respect for the opinions of others. They acknowledge their academic debts and strive to be objective in their professional judgment of colleagues. They accept their share of faculty responsibilities for the governance of their institution.
- IV. As members of their institution, faculty members seek above all to be effective teachers and scholars. Although they observe the stated regulations of the institution, provided they do not contravene academic freedom, they maintain their right to criticize and seek revision. They determine the amount and character of the work they do outside their institution with due regard to their paramount responsibilities within it. When considering the interruption or termination of their service, they recognize the effect of their decision upon the program of the institution and give due notice of their intentions.
- V. As members of their community, faculty members have the rights and obligations of any citizen. They measure the urgency of these obligations in the light of their responsibilities to their subject, to their students, to their profession and to their institution. When they speak or act as private persons, they avoid creating the impression that they speak or act for their college or university. As citizens engaged in a profession that depends upon freedom for its health and integrity, faculty members have a particular obligation to promote conditions of free inquiry and to further public understanding of academic freedom.

## Academic Freedom

A faculty member's ability to make professional judgments related to teaching unaffected by pressures from a political or social climate lies at the heart of academic freedom. The importance of this freedom is highlighted where all members of the academic community are committed to recognizing and celebrating the uniqueness of each of its members.

Academic freedom at Sacramento City College is essential for the fulfillment of the educational mission of the college and for the ability of faculty members to perform their professional duties. In addition, academic freedom ensures faculty members' rights and obligations of professional protection, autonomy, and responsibility.

Faculty members shall be protected from censorship, restraint, or dismissal in their ability to study, investigate, present, interpret, or discuss the relevant facts and ideas within the assigned curriculum and outline. They shall also be protected from extraneous considerations such as a faculty member's gender, gender identity, ethnicity, race, religion, political beliefs or affiliation, sexual orientation, or disability being considered in evaluations of professional performance.

Faculty members have the principal right and responsibility to determine the methods of instruction, the planning and presentation of course materials, and the fair and equitable methods of assessment in their assignment in accordance with the approved curriculum and course outline, the educational mission of the college and with state laws and regulations.

All faculty members shall provide a classroom environment that is conducive to student learning, growth, and development in which students are free from discrimination, prejudice, and harassment and in which students are free to express relevant ideas and opinions. They shall also clearly differentiate for students the expression of that faculty member's personal opinions or convictions from the objective presentation of theory, fact or ideas.

## Faculty

- Ackerman, Alexis L. (2005)**  
Biology (Animal Biology)  
B.A., Barnard College / Columbia University, New York  
M.S., University of California, Davis  
Ph.D., University of California, Davis
- Alforque, Angela-Dee (2002)**  
Theatre Arts  
B.A., M.A., California State University, Sacramento  
Ed.D., Saint Mary's College of California
- Allen, Kathleen M. (1988)**  
Nursing  
A.D., Meramec Junior College  
B.S.N., Sonoma State University  
M.A., California State University, Sacramento
- Allred, Mary-Susan (1994)**  
Counselor  
B.A., University of the Pacific  
Masters of Counseling, Idaho State University
- Alviar-Agnew, Marisa (2007)**  
Chemistry  
B.S., University of the Philippines  
M.S., Ph.D., University of California, Davis
- Anderson, Kevin M. (2001)**  
Computer Information Science  
B.S., California State University, Fresno  
B.S., M.B.A., California State University, Stanislaus  
Microsoft Certified Trainer (MCT)  
Microsoft Certified Systems Engineer (MCSE)  
Microsoft Certified Database Administrator (MCDBA)  
Microsoft Certified Professional + Internet (MCP + I)  
Cisco Certified Network Associate (CCNA)  
Certified Novell Engineer (CNE)  
Linux Certified Professional (LCP)  
A+ Certified Service Technician (A+)  
Network + (N+)  
i-Net + (inet +)
- Arnold, Darlene M. (1996)**  
Cosmetology  
A.A., Sacramento City College  
B.S., Southern Illinois University
- Arya, Palwasha (2008)**  
Biology  
B.A., California State University, Hayward  
M.S., California State University, Sacramento
- Austin, Grace W. (2008)**  
Psychology  
B.A., Western Connecticut State University  
M.A., Marist College
- Avendano, Marisa (2005)**  
Kinesiology, Health, and Athletics  
B.S., B.A., M.S., California State University, Sacramento
- Bacod, Maristella L. (2001)**  
Counselor  
A.A., Cosumnes River College  
B.A., M.S., California State University, Sacramento
- Bahhur, Riad N. (2002)**  
History/Coordinator, International Studies Program  
B.A., Ohio State University  
M.A., Georgetown University
- Barbaria, Miriam G. (1999)**  
Spanish  
B.A., M.A., California State University, Sacramento
- Barfield, Annette C. (1989)**  
Counselor  
A.A., Sacramento City College  
B.A., M.S., California State University, Sacramento
- Bauduin, Lisa A. (1992)**  
Kinesiology, Health, and Athletics  
B.S., North Dakota State University
- Beckhorn, Nisha B. (2006)**  
DSPS Counselor  
B.S., University of California, Davis  
M.S., California State University, Sacramento
- Bedford, Brian A. (2008)**  
Business  
B.A., UC Berkeley  
M.A., University of Phoenix  
J.D., Lincoln Law School
- Belair, Diane M. (2004)**  
Counselor  
M.S., Oregon State University/Western Oregon State College
- Bennett, Dianne A. (2001)**  
Chemistry  
B.S., California State University, Sacramento  
Ph.D., University of California, Berkeley
- Beyrer, Kimberlee D. (1999)**  
Coordinator, Student Leadership & Development  
B.A., University of California, San Diego  
M.Ed., Oregon State University  
Phi Theta Kappa Leadership Development Studies Certification
- Blair, Deborah M. (1988)**  
Kinesiology, Health, and Athletics  
A.A., Ventura Junior College  
B.A., California State University, Sacramento  
M.A., University of LaVerne (Counseling)
- Block, Angela M. (1996)**  
Sociology  
B.S., University of Santa Clara  
M.A., California State University, Hayward
- Boguski, Mark (2007)**  
Ceramics  
B.A., Pitzer College  
M.F.A., Alfred University
- Bomberry, Deskaheh D. (2007)**  
Kinesiology, Health, and Athletics/Assistant Baseball Coach  
B.S., Sonoma State University  
M.S., Eastern Kentucky University
- Bonawitz, Marcia C. (2000)**  
Cosmetology  
A.A., A.S., Sacramento City College  
B.S., Southern Illinois University
- Bryant, Deborah M. (1987)**  
Mathematics  
B.A., California State University, Chico  
M.A., California State University, Sacramento
- Bui, Dinh (2007)**  
Counselor  
B.A., M.S., California State University, Sacramento
- Burrell, Karen I. (2008)**  
Reading  
B.S., Michigan State University  
M.Ed., Texas State University, San Marcos  
J.D., University of Michigan
- Button, Donald (2006)**  
Graphic Communication  
Certificate of Achievement, Collins Graphic Design School, Tempe
- Capaletti, Thomas (2008)**  
Graphic Communication  
Certificate, Digital Illustration and Image Editing, Sacramento City College  
A.A., Fashion Institute of Design and Merchandising, San Francisco  
B.A., University of California, Los Angeles
- Carberry-Goh, Karen (2005)**  
Biology (Microbiology)  
B.S., D.V.M., M.P.V.M., University of California, Davis  
Ph.D., Cornell University
- Carmazzi, Paul L. (1991)**  
Kinesiology, Health, and Athletics  
A.A., Sacramento City College  
B.S., M.A., M.B.A., California State University, Sacramento
- Carriere, Sue R. (1999)**  
Nursing  
AA., Foothill College  
B.S.N., University of California, Los Angeles  
M.S.N., California State University, Long Beach  
Registered Nurse  
Clinical Nurse Specialist

- Castaneda, Denise (2007)**  
Reading  
B.A., University of California, Davis  
M.A., California State University, Sacramento
- Cerri, Dominic A. (2006)**  
History  
B.A., M.A., California State University, Sacramento  
Ph.D., University of Wisconsin, Madison
- Cervin, Richard S. (2001)**  
English As A Second Language  
B.A., California State University, Fullerton  
A.M., Ph.D., University of Illinois  
TESOL Certificate
- Chape, Elizabeth A. (1993)**  
Instructor/Coordinator, Physical Therapy Assistant Program  
B.A., Michigan State  
M.P.T., Baylor University  
M.S., San Francisco State University  
Ph.D., Capella University  
Licensed Physical Therapist, California and Washington State
- Chen, Shu (2002)**  
Librarian  
B.A., Nanjing Normal University  
M.A., Southern Illinois  
M.L.I.S., University of Texas, Austin
- Chenu-Campbell, Catherine (1981)**  
Librarian  
B.A., University of California, Davis  
M.S., Columbia University
- Chevraux-FitzHugh, Adrian (2008)**  
Sociology  
B.A., M.A., Humboldt State University
- Christian, Jeffrey J. (2007)**  
College Nurse  
B.S.N., P.H.N., University of San Francisco  
M.S.N., School Nurse Credential, California State University Sacramento
- Chubbic, Dena (2007)**  
Chemistry  
B.S., Azusa Pacific University  
M.S., University of California, Los Angeles
- Church, Kimberley (2006)**  
Communication  
B.A., California State University, Sacramento  
M.A., San Diego State University, San Diego
- Cirrone, Steve (2006)**  
English  
B.A., State University NY Binghamton  
M.A., Ph.D., Claremont Graduate University
- Clark, Kevin E. (2002)**  
Sign Language Studies  
B.A., Gallaudet University  
M.S., California State University, Northridge
- Cohen, Dale (1981)**  
Academic Director/Nursing Program  
B.S., M.S., University of Illinois
- Copely, Douglas M. (1999)**  
Physics  
A.B., Occidental College  
M.S., Ph.D., University of Colorado
- Coppola, Jessica D. (2005)**  
Nutrition  
A.S., Santa Rosa Junior College  
B.S., Ph.D., University of California, Davis
- Cornelius, Victoria L. (2002)**  
Counselor (Athletics)  
A.A., Fullerton Community College  
B.A., University of California, Riverside  
M.S., California State University, Sacramento
- Crandley, Patrick A. (2008)**  
Graphic Design  
B.A., California State University, Sacramento
- Crumpton, Debra J. (2009)**  
Business  
B.A., University of Puget Sound, Tacoma  
M.B.A., Golden Gate University
- Culmo, Shannon R. (2007)**  
Counselor  
B.S., Texas A & M University  
M.S., California State University, Sacramento
- Cypret, Phillip B. (1984)**  
Aeronautics  
A.S., Sacramento City College  
B.S., Southern Illinois University  
M.S., National University
- Dana, Maureen L. (2000)**  
English  
B.A., University of California, Santa Barbara  
M.A., Ph.D., Claremont Graduate University
- Daubert, Christopher D. (2001)**  
Art  
B.A., M.A., California State University, San Jose  
M.F.A., University of California, Davis
- Davis, Craig A. (2000)**  
Geography  
B.S., University Nebraska at Omaha  
M.A., University of Kansas
- Davis, Tony P. (2009)**  
Counselor  
B.S., M.S., California State University, Chico
- DeGennaro, Paul (2007)**  
Biology  
B.S., California State University, Chico  
M.S., California State University, Hayward
- Deglow, Annette (1964)**  
Mathematics  
B.S., University of Oregon  
M.S., University of Arizona  
M.L.S., California State University, Sacramento
- Deus, Richard A. (1990)**  
Computer Information Science/Business  
B.S., California State Polytechnic University, Pomona  
M.B.A., San Francisco State University
- Dewar Jr., Robert E. (2004)**  
Kinesiology, Health, and Athletics  
B.A., California State University, Stanislaus  
M.A., University of Phoenix
- Dixon, Michael A. (1990)**  
Computer Information Science  
B.S., California State University, Chico  
M.S., National University
- Doersch, Ann D. (2002)**  
English  
B.A., M.A., Stanford University  
M.A., California State University, Sacramento
- Doonan, William F. (1999)**  
Anthropology  
B.A., Brown University  
M.A., Ph.D., Tulane University
- Douglass, Bruce M. (1997)**  
Computer Information Science  
B.S.C.S., B.S.E.E., M.E., M.E.A., University of Utah, Salt Lake City  
Certified Data Processor
- Duval, Melvin (1983)**  
Electronics Technology  
A.A., Sacramento City College  
B.A., California State University, Sacramento  
FCC - General Radiotelephone License  
Movonics Co. - Understanding and Troubleshooting Microprocessors - Certificate  
Cal State Polytechnic University, Pomona  
NARDA School of Service Management - Certificate
- Erlich, Richard J. (2001)**  
Counselor  
B.A., Butler University  
M.Ed., Teachers College Columbia University  
Ph.D., Oregon State University
- Estabrook, Paul (2007)**  
Photography  
A.A., Sacramento City College
- Fabian, Mitra (2006)**  
Art  
B.A., Kenyon College, Gambier  
M.F.A., California State University, Northridge
- Fabionar, David E. O. (2002)**  
Communication  
B.S., M.A., California State University, Sacramento
- Fasman, Lyudmilla (2005)**  
Mathematics  
B.S., M.A., San Francisco State University

- Feder, Sandra H. (1997)**  
Computer Information Science  
B.S., University of California, Davis  
M.S., University of Nevada, Reno  
APICS Certification, Certified in Production  
and Inventory Management
- Fellman, Melissa (2011)**  
Dental Health  
B.S.D.H., Loma Linda University, California  
M.P.H., University of Nevada
- Fitzpatrick, Kenneth E. (1999)**  
Engineering Design Technology  
B.S., Oakland University  
Licensed Mechanical Engineering, State of  
California
- Flaherty, Pamela L. (2000)**  
Sociology  
B.A., University of Wyoming  
M.A., California State University, Chico
- Fleming, George Richard (1969)**  
Photography  
A.A., Sacramento City College  
B.V.E., California State University,  
Sacramento
- Foley, Jo-Ann C. (1999)**  
Family and Consumer Science  
B.S., University of California, Davis  
M.A.Ed., University of San Francisco
- Fonda, Gioia (2008)**  
Art Paint/Draw  
B.F.A., California College of Arts  
M.F.A., School of Visual Arts, New York
- Forrester, Elizabeth V. (2000)**  
Philosophy  
A.B., Cedar Crest College  
M.A., California State University, Sacramento  
M.A., Ph.D., University of California, Davis
- Frank, Paul E. (2001)**  
Political Science  
B.A., California State University, Fresno  
M.A., Northeastern University  
Ph.D., Boston University
- Freas, Adam (2008)**  
Counselor, EOPS  
B.A., M.S., California State University,  
Sacramento
- Fujikawa, Lynn W. (2009)**  
Nursing  
A.D.N., Sierra College  
B.S., University of Southern California  
M.P.A., California State University, Hayward  
M.S.N., California State University,  
Sacramento  
Clinical Nurse Specialist
- Gambrell, Deborah M. (2008)**  
Counselor, General  
A.A., Allan Hancock College  
B.A., M.A., California Polytechnic State  
University, San Luis Obispo
- Garcia, Mari Carmen (2005)**  
Spanish  
B.A., California State University,  
Sacramento  
M.A., Ph.D., University of California, Davis
- Garr, Nancy M. (2001)**  
Anthropology  
B.A., M.A., California State University,  
Chico  
Certificate, Cultural Resources  
Management, California State  
University, Chico
- Gary, Lara K. (2002)**  
English  
B.A., M.A., California State University,  
Fresno  
Ph.D., University of California, Davis
- Gessford, Virginia G. (2001)**  
Coordinator, Learning Skills/Tutorial  
B.A., Pitzer College  
M.A., Claremont Graduate University
- Giovannetti, Lynne R. (2008)**  
Fashion  
A.S., A.A., College of Marin  
B.A., San Francisco State University  
M.F.A., Dramatic Arts, University of  
California, Davis
- Gomez, Tracey L. (2010)**  
Reading  
B.A., California State University Stanislaus,  
Turlock  
M.S., Walden University, Minneapolis
- Gomez, Wendy (2008)**  
College Nurse  
B.S.N., P.H.N., M.S.N., School Nurse  
Credential, California State University  
Sacramento
- Gonzales, Stephen T. (2001)**  
Mathematics  
B.S., M.S., California State University,  
Chico
- Gonzalez, Mauricio (2005)**  
Counselor  
A.A., Cuesta Community College  
B.A., Sonoma State University  
M.A., San Jose State University
- Gore, Robert W. (1996)**  
Theatre Arts & Film  
B.A., California State University, Fresno  
M.F.A., California State University,  
Fullerton  
Apple Certified Trainer
- Gould, Kelly L. (2004)**  
Administration of Justice  
B.A., Central University of Iowa  
M.S.W., California State University,  
Sacramento
- Graybill, Stuart D. (2001)**  
History  
B.A., M.A.T., Ph.D., University of  
California, Davis
- Greenwell, Andrea (2002)**  
Biology  
B.S., University of California, Davis  
M.S., University of Nevada, Reno
- Griffin, David A. (1995)**  
Kinesiology, Health, and Athletics  
B.A., California State University, Chico  
M.A., National University
- Griffin, Susan E. (2008)**  
Writing Center  
B.A., M.A., California State University,  
Fresno  
Ph.D., State University of New York at  
Stony Brook
- Haag, Janis L. (1993)**  
Journalism/English  
B.A., M.A., California State University,  
Sacramento
- Hadsell, Jory (2006)**  
Distance Education Coordinator  
A.A., Sierra College  
B.B.A., Jones International University  
M.P.A., National University, La Jolla
- Hagerty, David D. (2002)**  
Human Career Development (Learning  
Strategies)  
B.A., Vassar College  
M.S., California State University, Hayward
- Handel, Janet L. (1987)**  
Mathematics  
A.A., Diablo Valley College  
B.S., California State University, Hayward  
M.S., Holy Names College
- Handy, Mae Frances (Fran) (2005)**  
Cosmetology  
A.A., San Jose City College  
A.A., Sacramento City College
- Hanson, Jon S. (2001)**  
English  
B.A., M.A., California State University,  
Sacramento
- Hanson, Luther E. (1999)**  
Theatre Arts & Film  
B.A., M.F.A., University of Irvine  
M.A., San Diego State University
- Harbison, Mark (2002)**  
Mathematics  
B.A., University of California, Davis  
M.A., San Diego State University
- Harris, Patricia A. (2005)**  
Physical Therapy Assistant Program  
B.A., University of California, Berkeley  
M.S., Long Island University, New York
- Harris-Jenkinson, Patricia M. (1999)**  
Instructor/Coordinator, Speech  
Communication  
B.S., M.A., California State University,  
Sacramento

- Harvey, Jonathan (2006)**  
Counselor  
B.S., Northwestern University  
M.S., John F. Kennedy University
- Hawthorne, Julie A. (1989)**  
Communication/English  
A.A., Santa Barbara City College  
B.A., University of California, Santa Barbara  
M.A., California State University, Sacramento
- Heimer, Dianne L. (1997)**  
English/Journalism  
B.A., San Diego State  
M.A., California State University, Sacramento
- Henderson, Victoria (1998)**  
Coordinator, Cultural Awareness Center  
B.S., M.S.W., Western Michigan University  
M.S.H.R., American University
- Heningburg, Keith R. V. (1999)**  
History  
A.A., Washtenaw Community College  
B.S., M.A., Eastern Michigan University  
M.A., University of California, Davis
- Hoerl, Ada B. (2007)**  
Occupational Therapy Assistant  
A.S., Sacramento City College  
B.S., Rochester Institute of Technology  
M.A., California State University, Sacramento  
Certified Occupational Therapy Assistant/  
Licensed
- Hogarty, Patrick J. (2000)**  
Computer Information Science/Business  
B.S., California State University, Sacramento  
M.A., California State University, Monterey  
Bay
- Holland, Gina (2006)**  
Biology  
B.A., Indiana University-Bloomington  
Ph.D., University of Wisconsin, Madison
- Holt, Julie A. (1999)**  
Nursing  
B.S.N., California State University, Chico  
M.S.N., University of Colorado Health  
Science Center
- Huang, Ling (2001)**  
Chemistry  
B.S., East China Normal University, Shanghai  
Ph.D., University of California, Davis
- Hunter, Michael J. (1990)**  
Geography  
A.A., Sacramento City College  
B.A., M.A., University of California, Davis
- Hussey, Susan M. (1995)**  
Allied Health/Coordinator, Recruitment and  
Retention  
B.S., Santa Clara University  
M.S., San Jose State University  
Certified, National Board for Certification in  
Occupational Therapy
- Ikegami, Robin U. (1999)**  
English  
B.A., M.A., California State University,  
Sacramento  
Ph.D., University of Michigan
- Iley II, William H. (2003)**  
Physics  
B.S., M.A., University of California, Davis
- Ing, Celina Sau Lin (1977)**  
Computer Information Science  
B.A., College of Notre Dame  
M.A., Ed.D., University of San Francisco
- Irwin, Doreen (1975)**  
Music  
B.Mus.Ed., M.Mus.Ed., University of  
Portland
- Isbell, Margaret (Maggie) A. (2006)**  
Chemistry  
B.S., Marymount College, Kansas  
M.S., Ph.D., University of Alaska,  
Fairbanks
- Jackson, Brenda L. (2008)**  
Nursing  
A.D.N., Denver Community College  
B.S.N., Metropolitan State College  
M.S.N., University of Phoenix
- Jackson, Sally-Anne (2008)**  
English  
A.A., Central Piedmont Community  
College, Charlotte  
B.A., M.A., California State University, San  
Bernardino  
Ph.D., University of California, Riverside
- James, Stephen C. (2001)**  
Biology  
A.A., Glendale Community College  
B.A., University of California, Santa  
Barbara  
M.S., California State University,  
Sacramento
- Janssen, Kristine (2000)**  
Counselor  
A.A., Yuba Community College  
B.A., California State University,  
Sacramento  
M.A., University of San Francisco
- Jensen, Andre M. (2009)**  
Philosophy  
A.A., Modesto Junior College  
B.A., California State University, Stanislaus  
M.A., University of California, Davis
- Johnson, Denise M. (2005)**  
Biology (Anatomy & Physiology)  
B.S., University of California, San Diego  
M.S., University of California, Davis
- Johnson, Judy A. (2002)**  
Nursing  
A.A., El Camino College  
M.S.N., B.S.N., California State University,  
Los Angeles
- Johnson, Lawrence F. (1999)**  
Aeronautics  
A.S., Chaffey College  
B.S., California State Polytechnic  
University, Pomona
- Johnson, Mai-Gemu D. (1993)**  
Coordinator, MESA/CCCP  
A.A., Sacramento City College  
B.S., Arcadia University, Nova Scotia,  
Canada  
M.A., California State University,  
Sacramento
- Jones, Andrew B. (2001)**  
Kinesiology, Health, and Athletics  
B.A., University of California, Berkeley  
M.S., California State University,  
Sacramento
- Jovanovic, Angelia (1991)**  
Counselor  
B.A., University of Wisconsin, Madison  
M.S., Marquette University
- Joy, Anna L. (1987)**  
English  
B.A., M.A., Ph.D., University of California,  
Los Angeles
- Karlsen, Jeffrey (2008)**  
Public Librarian  
B.A., M.A., University of California,  
Berkeley  
M.L.I.S., San Jose State University
- Kawamura, Sandra Y. (2001)**  
English As A Second Language  
B.A., University of California, Davis  
M.A., California State University,  
Sacramento
- Keys, Alan S. (2000)**  
Instructor/Coordinator, Psychology/  
Research  
B.A., California State University, Northridge  
M.A., Ph.D., University of California, Los  
Angeles
- Kidrick, Valerie A. (2000)**  
Art History  
B.A., M.A., University of Utah  
Ph.D., University of Iowa
- Kiernan, Timothy C. (1991)**  
Kinesiology, Health, and Athletics  
A.A., American River College  
B.S., M.A., Central Michigan University
- King, Adrienne M. (1992)**  
English  
B.A., Hampton Institute  
M.Ed., Miami University (Ohio)  
Ed.D., University of San Francisco  
Reading Specialist Credential
- Kirkpatrick, Nadine (2009)**  
Nutrition  
B.S., Ph.D., University of California, Davis

- Kjos, Troy (2006)**  
Biology  
B.S., University of California Berkeley, Berkeley  
M.D., UCLA School of Medicine, Los Angeles
- Kloumova, Irina (1999)**  
Mathematics  
M.A., Moscow State University
- Knable, Robert D. (1989)**  
Music  
B.M., University of Southern California  
M.M., University of Arizona
- Knorr, Jeffrey, S. (2001)**  
English  
B.A., M.A., California State University, Chico
- Kumar, Shishir (1999)**  
Electronics Technology  
B.S., Brigham Young University
- Lachica, Juan (1976)**  
Counselor  
B.A., University of California, Davis  
M.S., University of Southern California
- Lambert, Angelena (2007)**  
Mathematics  
B.A., M.A., California State University, Sacramento
- Larson, Carillon (Lonnice) J. (2001)**  
Mathematics  
B.A., M.A., California State University, Sacramento
- Lawson, Douglas R. (2000)**  
Theatre Arts & Film  
B.A., California State University, Sacramento  
M.F.A., University of California, Davis
- Lee, Jan (2000)**  
English  
B.A., University of California, Davis  
M.A., California State University, Sacramento
- Lewis, Ann (2001)**  
English  
A.S., Yuba College  
B.A., University of California, Davis  
M.A., California State University, Sacramento
- Lindell, Pamela N. (2001)**  
Anthropology  
B.A., California State University, Humboldt  
M.A., Ph.D., University of Nevada, Reno
- Little, Myra (Sheley) (2010)**  
Computer Information Science  
B.A., National University, Sacramento
- Loomis, Debora A. (1994)**  
English As A Second Language  
B.A., M.S., M.A., California State University, Sacramento
- Lopez, Gloria M. (1990)**  
Family and Consumer Science  
B.S., University of California, Davis  
M.A., University of San Francisco
- Lorenz, Norman (2008)**  
Early Childhood Education  
Certificate, Montessori Teachers College, Sacramento  
Certificate, Montessori Teachers, San Diego  
B.A., M.A., California State University, Sacramento
- Lucas, Andrea K. (2008)**  
Spanish  
B.A., Universidad de Concepcion, Chile  
M.A., California State University, Sacramento
- Lucien, Darreis V. (1988)**  
Nursing  
A.A., El Camino City College  
B.S.N., Long Beach State University  
M.N., University of California, Los Angeles
- Maloney, Lori A. (1988)**  
Mathematics  
A.A., Santa Rosa Junior College  
B.A., San Francisco State University  
M.A., University of California, Davis
- Manriquez, Paul (2006)**  
Mathematics  
B.S., California State University, Los Angeles  
M.S., University of California, Riverside
- Manuel, Mara L. (2007)**  
Nursing  
B.S.N., M.S.N., California State University, Sacramento
- Mariano, Nicholas A. (2010)**  
Occupational Therapy Assistant  
B.A., University of California, Davis  
M.O.T., Samuel Merritt University, Oakland
- Martensen, Carol B.G. (2000)**  
Coordinator, Mathematics Laboratory  
A.B., University of California, Berkeley  
M.S., New York University, Courant Institute
- Martinez, Jesus E. (1994)**  
Mathematics  
A.A., East Los Angeles College  
B.A., M.S., California State University, Los Angeles
- Masterson, Patricia J. (1999)**  
Sign Language Studies  
A.A., Sacramento City College
- May, Alexander R. (1996)**  
Mathematics  
B.A., M.A., California State University, Sacramento
- May, Virginia S. (1997)**  
Mathematics  
B.A., M.A., California State University, Sacramento
- McDaid, Liam I. (2001)**  
Astronomy  
B.S., Pennsylvania State University  
M.S., New Mexico State University (Astronomy)  
M.A., New Mexico State University (Physics)
- McDonald, Patrick J. (2002)**  
Mathematics  
B.A., California State University, Fullerton  
M.A., California State University, Sacramento
- McDonald, Stephanie R. (2000)**  
Librarian  
B.S.Ed., Temple University  
M.L.S., University of Hawaii
- McKay, Ryan A. (2000)**  
Kinesiology, Health, and Athletics  
A.A., Sacramento City College  
B.A., M.B.A., California State University, Sacramento
- McKee, Georgeann M. (1996)**  
Administration of Justice  
A.A., Sacramento City College  
B.A., National University
- Medina, Renee M. (2001)**  
Mathematics  
B.A., M.A., California State University, Sacramento
- Mendez-Nunez, Luis R. (1999)**  
Mathematics  
B.S., M.S., University of Madrid  
Ph.D., University of California, Davis
- Meyer, Virginia C. (1996)**  
Biology  
A.A., College of the Redwoods  
A.B., Humboldt State University  
M.S., California State University, Sacramento  
Clinical Laboratory Technologist License, California  
Ph.D., University of California, Davis
- Miller, Nicholas (2007)**  
Sociology  
B.A., Pacific University, Forest Grove  
M.A., University of California, Davis
- Miller, Scott J. (2010)**  
Aeronautics  
B.S., San Jose State University, San Jose  
M.S., Embry-Riddle Aeronautical University, Daytona Beach
- Miller, William JW. (2000)**  
Chemistry  
B.S., University of Delaware  
Ph.D., University of California, Davis
- Miner, Thomas E. (1991)**  
English  
Certificate, English As A Second Language  
B.A., University of Connecticut  
M.A., SUNY, Albany

- Minter, Carol D. (2000)**  
Dental Health  
A.S., Cuyahoga Community College  
B.S., California State University,  
Sacramento
- Muraki, Keith T. (1991)**  
Counselor  
B.S.W., M.S.W., San Francisco State
- Muther, Shantra H. (2008)**  
English As A Second Language  
B.A., University of California, Davis  
M.A., California State University,  
Sacramento
- Myers, Troy A. (1999)**  
English  
B.A., M.A., California State University,  
Long Beach
- Naganuma, Kenneth H. (1990)**  
Biology  
B.A., University of California, Los Angeles  
M.S., Ph.D., Stanford University
- Nash, Laurie J. (2003)**  
Kinesiology  
A.A., American River College  
B.A., California State Polytechnic  
University, Pomona  
M.A., California State University,  
Sacramento
- Newman, Forrest L. (1992)**  
Physics  
A.A., American River College  
B.S., University of California, Davis  
M.A., University of California, Berkeley  
Ph.D., University of California, Davis
- Ng, Wang, C. (1997)**  
Electronics Technology  
A.A., Sacramento City College  
B.S., M.S., Ph.D., University of California,  
Davis  
M.S., California State University, Chico  
Registered Professional Engineer (P.E.),  
California
- Nuss, Linda M. (2002)**  
Chemistry  
B.S., M.S., University of California,  
Riverside  
M.A., National University
- Nuttall, Gabriella G. (2005)**  
English As A Second Language  
B.A., Università degli Studi, Lecce, Italy  
M.A., California State University,  
Sacramento
- Oh, Jang-Ha (2002)**  
Kinesiology  
B.S., M.Ed., Seoul National University
- Olivarez, Norma (2007)**  
Cosmetology  
Certificate, Dermal Institute, Sacramento  
Certificate, Paul Mitchell, Costa Mesa  
B.A.S.M., University of Phoenix
- Olsen, Nancy (2006)**  
Reading  
B.A., California State University, Los  
Angeles  
M.A., Ph.D., University of California, Davis
- Pacheco, David B. (1999)**  
Kinesiology  
A.A., Sacramento City College  
B.A., Idaho State University  
M.S., California State University,  
Sacramento
- Parker, Leslie A. (2005)**  
Counselor, Learning Disabilities Specialist  
B.A., University of California, Los Angeles  
M.A., California State University,  
Sacramento  
M.S., University of Laverne
- Patton, Marcus H. (1991)**  
English  
B.A., M.A., California State University,  
Sacramento
- Patton, Sherri L. (2001)**  
History  
B.A., San Francisco State University  
M.A., University of California, Davis
- Pease, Dyan (2002)**  
Business/Management  
B.A., M.B.A., San Diego State University
- Perry, Laurie M. (2000)**  
Instructor/Coordinator, Early Childhood  
Education  
B.A., University of Montana  
M.S., University of California, Davis  
Program for Infant Toddler Caregiving  
Trainer  
Child Development Center Program  
Director Permit
- Petite, Lori M. (2008)**  
Communication  
A.A., American River College  
B.A., M.A., California State University,  
Sacramento
- Phillips, Joseph H. (1988)**  
Mathematics  
A.A., American River College  
B.A., California State University, Chico  
M.S., Iowa State University
- Piedra, Erica A. (2007)**  
Spanish/French  
B.A., California State University, Fresno  
(French/Spanish)  
Ph.D., University of California, Davis  
(French)
- Piscopo, Holly A. (2006)**  
History (U.S. and Asian)  
B.A., San Diego State University  
M.A., University of California, Santa Cruz
- Pitman, Gayle E. (2001)**  
Psychology  
B.A., Tufts University  
M.A., Ph.D., California School of  
Professional Psychology, Alameda
- Poe, Kathleen (2006)**  
Music  
B.M., M.M., California State University,  
Sacramento
- Polagruto, John (2006)**  
Nutrition  
B.S., M.S., University of Massachusetts,  
Amherst
- Posz, Pamela A. (1998)**  
Librarian  
B.A., University of California, Davis  
M.S., University of Illinois
- Prado, JoAnna (2002)**  
English As A Second Language  
B.A., B.S., University of Utah  
M.A., Brigham Young University
- Randolph, Melodi L. (2009)**  
Dental Health  
A.A., Bethany Bible College  
Dental Assistant Certificate, Western  
Career College  
B.A., M.Ed., Ashford University
- Rangel, Makeba (2007)**  
Reading  
B.S., California State University, Portland  
M.A., University of California, Riverside  
M.A., California State University, San  
Bernardino
- Redmond, Patti, A. (1989)**  
Communication  
A.A., A.S., Imperial Valley College  
B.A., California State University, Long  
Beach  
M.A., Pepperdine University
- Reese, Rick (2000)**  
Counselor  
A.A., Solano Community College  
B.A., M.S., California State University,  
Sacramento
- Regalado, Maria C. (2005)**  
Psychology  
A.S., Yuba College  
B.A., M.A., Ph.D., California State  
University, Sacramento
- Reynolds, Linda K. (1988)**  
Marketing  
B.S., M.B.A., California State University,  
Sacramento
- Richardson, Michael B. (1986)**  
Physics  
B.A., California State University,  
Sacramento  
M.A., University of California, Davis
- Rishard, Truman A. (2001)**  
Accounting  
B.S., University of San Francisco  
M.B.A., Golden Gate University
- Roberts, Joshua (2006)**  
English  
B.A., Credential  
M.A., California State University,  
Sacramento



- Robinson, Mary A. (1998)**  
 Librarian  
 B.A., University of California, Santa Barbara  
 M.A., M.L.S., University of Arizona  
 M.A., University of Hawaii
- Rodriguez, Irma (2006)**  
 EOP&S Coordinator  
 A.A., San Joaquin Delta  
 B.A., University of California, Davis  
 M.S.W., University of California, Berkeley
- Roffey, Robin A. (1997)**  
 Biology  
 A.A., Santa Fe Community College  
 B.S., University of Florida  
 Ph.D., Ohio State University
- Romero, Danny A. (2003)**  
 English  
 B.A., University of California, Berkeley  
 M.A., Temple University
- Roper, Susan W. (1995)**  
 Chemistry  
 B.S., California State University, San Francisco  
 M.S., California State University, Sacramento
- Rose, Gregory S. (1989)**  
 Economics  
 B.A., University of California, Irvine  
 M.A., University of California, Davis
- Rosenberger, Randy E. (1991)**  
 Mathematics  
 B.S., California State University, Dominguez Hills  
 M.S., California State University, Los Angeles
- Ruedas, Sandra R. (2001)**  
 EOP&S Counselor  
 A.A., Sacramento City College  
 B.A., M.S., California State University, Sacramento  
 Pupil Personnel Services Credential
- Saks, Deborah (2012)**  
 Dean, Business Division  
 B.S., M.B.A., Ph.D., Indiana University, Bloomington
- Sah, Tasneem (2011)**  
 College to Career Coordinator/Counselor (DSP&S)  
 A.A., Sacramento City College  
 B.A., M.S., California State University, Sacramento
- Sapp, Silvia J. (2008)**  
 Nursing  
 A.D.N., Bronx Community College  
 T.C.V., California State University, Sacramento  
 B.S.N., Hunter College, Bellevue
- Sarte, Jaime M. (1999)**  
 Biology  
 A.A., Ohlone College  
 B.A., University of California, Santa Cruz  
 M.A., San Jose State University
- Schutte, Matthew L. (2008)**  
 Mathematics  
 B.S., University of California, Berkeley  
 M.A.T., University of California, Davis
- Scott, Geraldine (2001)**  
 Counselor  
 A.A., College of San Mateo  
 B.A., M.S., San Francisco State University
- Seddon, Christopher T. (2001)**  
 Coordinator, Technology Computer Laboratory  
 B.A., California State University, Long Beach  
 M.A., San Jose State University
- Segal, Jonathan E. (2005)**  
 Mathematics  
 B.A., M.A., California State University, Sacramento
- Selva, Marcia L. (2000)**  
 English  
 B.A., University of California, San Diego  
 M.A., California State University, Sacramento
- Serafini, Lisa L. (1993)**  
 Biology  
 B.S., University of Michigan  
 M.S., University of California, Davis
- Severson, Michael L. (1996)**  
 Communication  
 B.A., California State University, Stanislaus  
 M.A., California State University, Fresno
- Sheppard, Laurie C. (2000)**  
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 B.S.N., San Diego State University  
 M.S.N., San Jose State University  
 Registered Nurse
- Shiflet, Kurt (2006)**  
 Music  
 Music Performance, Guitar Institute of Technology, Hollywood  
 B.M., M.A., California State University, Sacramento
- Silcox, S. Travis (1998)**  
 English  
 B.A., Pitzer College  
 M.F.A., University of California, Irvine  
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- Siu, Jennifer H. (1989)**  
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 B.S.N., University of San Francisco  
 M.S.N., University of Texas, Health Science Center  
 Ed.D., California State University, Sacramento
- Sjovold, Carl-Petter (2001)**  
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 M.S., Golden Gate University, Sacramento
- Smith, Dennis R. (1997)**  
 Accounting  
 B.S., M.A., California State University, Sacramento
- Sodergren, Kit (1989)**  
 Aeronautics  
 B.S., Saint Louis University  
 F.A.A. Licensed Pilot
- Somadhi, Kakwasi (2005)**  
 Learning Skills/Tutorial Coordinator  
 A.A., Compton Jr. College  
 B.A., University of California, Los Angeles  
 M.F.A., M.A., Goddard College
- Spangler, Rachel I. (2005)**  
 Reading  
 B.A., University of California, Davis  
 M.A., California State University, Los Angeles
- Stanton, Kathryn J. (2004)**  
 Geology  
 B.A., Ph.D., University of California, Davis
- Steever, Joseph (2007)**  
 Mathematics  
 B.S., University of the Pacific  
 M.A., University of California, Berkeley
- Stein, Shanna (2008)**  
 Accounting  
 A.A., American River College  
 B.S., M.S., California State University, Sacramento
- Steward, Mary M. (2001)**  
 English  
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 Nursing  
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- Strimling, Amy (2006)**  
 Family Consumer Science/Early Childhood Education  
 A.A., American River College  
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- Styer, Daniel L. (2003)**  
 Engineering  
 B.S., California State University, Sacramento  
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- Tambert, Roxanne R. (1997)**  
Cosmetology  
A.A., Sacramento City College  
B.A., Southern Illinois University
- Tanghetti, Rosamaria (2008)**  
History  
B.A., University of California, Los Angeles  
M.A., Stanford University  
Ph.D., University of California, Davis
- Taylor, Timothy K. (1998)**  
Computer Information Science  
A.A., American River College  
B.A., Brigham Young University  
B.S., California State University, Sacramento  
CISCO Certified Academy Instructor
- Tedla, Dagne (1991)**  
Political Science  
B.A., M.A., California State University, Sacramento
- Thomas, D. Brett (1997)**  
English As A Second Language  
B.A., Tufts University  
M.A., Indiana University  
M.A., University of California, Davis
- Thomas-Val, Jacinth P. (2001)**  
English  
B.A., University of the Virgin Islands  
M.A., Andrews University  
M.A., Ph.D., University of Illinois
- Times, Kenneth J. (2008)**  
Counselor, EOPS  
B.A., Howard University  
M.S., California State University, Sacramento
- Toupadakis, Barbara (2006)**  
English As A Second Language  
B.S., University of Maine, Orono  
M.A., University of Iowa
- Tracy, Gwyneth J. (2005)**  
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B.A., California State University, Hayward  
M.A., Washington State University  
Ed.D., Oregon State University
- Triphon, Joann E. (1998)**  
Associate Degree Nursing  
A.D.N., Chabot College  
B.S.N., M.S.N., California State University, Sacramento
- Tromborg, Chris T. (2002)**  
Psychology  
B.A., B.S., M.A., California State University, San Francisco  
M.A., Ph.D., University of California, Davis
- Trujillo, David (2008)**  
Administration of Justice  
B.A., M.S., California State University, Sacramento
- VanSickle, Debra L. (1990)**  
Mathematics  
B.A., M.A.T., University of California, Davis
- Villanueva, Maria C. (2007)**  
Counselor  
B.A., California State University, Stanislaus  
M.S., California State University, Sacramento
- Vrechek, Jean A. (1985)**  
Mathematics  
B.S., University of Illinois  
M.A., San Jose State University
- Waggoner, Camille (2008)**  
English  
B.A., M.A., California State University, Sacramento
- Wagner, Glenda G. (1999)**  
Nursing  
B.S.N., Wichita State University  
M.S., University of California, San Francisco
- Walker, Dannie (2008)**  
Coach/Fitness  
A.A., Hartnell Community College, Salinas  
B.S., California State University, Sacramento  
M.S., California University of Pennsylvania
- Walker, Norman M. (2001)**  
Mathematics  
B.S., M.A., University of California, Davis
- Wang, Hsiao J. (1989)**  
Mathematics  
B.A., National Taiwan University  
M.S., California State University, Fresno
- Warmington, Sandra K. (1996)**  
Librarian  
B.S., University of Oregon  
M.L.I.S., University of California, Berkeley
- Warrell, Patricia L. (1998)**  
Nursing  
A.D.N., University of Hawaii  
B.S.N., M.N., University of Phoenix
- Waxman, Robyn M. (1999)**  
Graphic Communication  
B.S., University of Delaware  
M.F.A., California College of the Arts
- Webster, Mark K. (2004)**  
Mathematics  
B.A., M.S., San Jose State University
- Wei, Timothy T. (2001)**  
Computer Information Science  
B.S., Cheng Kung University, Taiwan  
M.S., University of California, Berkeley
- Weinsheink, Shawn E. (2004)**  
Theatre Arts & Film  
B.A., San Diego State University  
M.F.A., San Francisco State University
- Whipple, Charles H. (2002)**  
Sociology  
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B.A., University of California, Santa Barbara  
M.A., San Diego State University  
M.A., University of California, Santa Cruz
- Williams, Gayle K. (2010)**  
Accounting  
B.A., M.B.A., University of Washington, Seattle
- Williams, Nichelle (2008)**  
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B.S., San Jose State University  
M.S., California State University, Sacramento
- Wilson, Emily J. (2005)**  
Art  
B.F.A., Utah State University  
M.F.A., University of Arizona
- Womack, Jesse F. (1999)**  
Philosophy  
B.A., M.A., University of California, Davis  
M.A., California State University, Sacramento
- Wong, Peter W. (2008)**  
Cosmetology  
A.S., Sacramento City College
- Woo, Jane (1991)**  
Counselor  
B.S., California State University, Sacramento  
M.A., National University, Sacramento
- Woodmansee, Rick (2006)**  
Mathematics  
B.S., University of California, Davis  
M.S., Central Washington University, Ellensburg
- Woolley, Nicole (1998)**  
Librarian  
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B.A., California State University, Sacramento  
M.L.I.S., Louisiana State University
- Wyatt, David T. (1998)**  
Biology  
A.S., American River College  
B.S., M.S., California State University, Sacramento
- Wydick, Derrick C. (1999)**  
Counselor/Coordinator, Workability III Program (Categorical)  
M.A., California State University, Chico
- Xiao, Alex H. (2005)**  
Political Science  
B.A., Beijing Foreign Language Institute, Beijing, China  
M.A., Claremont Graduate University  
M.A., Ph.D., University of Southern California
- Yang, Richard (1997)**  
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- Zamora, Frank (1991)**  
Art  
B.S., M.A., Bob Jones University  
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Computer Information Science  
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Mechanical-Electrical Technology  
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**Zenner, Bruce D. (1998)**

Chemistry  
B.A., University of California, Santa Cruz  
Ph.D., University of California, Davis

**Zuercher, Connie A. (1989)**

Kinesiology, Health, & Athletics  
B.A., University of California, Davis

**Zupancic, Niefia (2009)**

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A.D.N., Sacramento City College  
B.S.N., California State University,  
Dominguez Hills  
M.S.N., California State University,  
Sacramento

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Button, Donald  
Capaletti, Thomas  
Crandley, Patrick  
Cypret, Phillip  
Duvall, Melvin  
Estabrook, Paul  
Fitzpatrick, Kenneth  
Fleming, George  
Handy, Mae Frances (Fran)  
Johnson, Lawrence  
Kumar, Shishir  
Miller, Scott  
Ng, Wang  
Olivarez, Norma  
Seddon, Christopher  
Sodergren, Kit  
Tambert, Roxanne  
Waxman, Robyn  
Wong, Peter  
Zeh, Jonathan

#### Division of Behavioral and Social Science

Austin, Grace  
Bahhur, Riad  
Block, Angela  
Cerri, Dominic  
Chevraux-FitzHugh, Adrian  
Coppola, Jessica  
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Flaherty, Pamela  
Foley, Jo-Ann  
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Garr, Nancy  
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Gould, Kelly L.  
Graybill, Stuart  
Heningburg, Keith  
Hunter, Michael  
Keys, Alan  
Kirkpatrick, Nadine  
Lindell, Pamela  
Lopez, Gloria  
Lorenz, Norman  
McKee, Georgeann  
Miller, Nicholas  
Patton, Sherri  
Perry, Laurie

Piscopo, Holly  
Pitman, Gayle  
Polagruto, John  
Regalado, Maria  
Sjovold, Carl-Petter  
Strimling, Amy  
Tanghetti, Rosamaria  
Tedla, Dagne  
Tromborg, Chris  
Trujillo, David  
Whipple, Charles  
Xiao, Alex H.

#### Division of Business

Anderson, Kevin  
Bedford, Brian  
Crumpton, Debra J.  
Deus, Richard  
Dixon, Michael  
Douglass, Bruce  
Feder, Sandra  
Hogarty, Patrick  
Ing, Celina  
Little, Myra (Sheley)  
Pease, Dyan  
Reynolds, Linda  
Rishard, Truman  
Rose, Gregory  
Smedley, Lauri  
Smith, Dennis  
Stein, Shanna  
Taylor, Timothy  
Wei, Timothy  
Williams, Gayle  
Zannakis, Amanda

#### Division of Counseling and Student Success

Allred, Mary-Susan  
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Barfield, Annette  
Beckhorn, Nisha B.  
Belair, Diane M.  
Beyrer, Kimberlee  
Bui, Dinh  
Christian, Jeffrey J.  
Cornelius, Victoria  
Culmo, Shannon R.  
Davis, Tony P.  
Erlich, Richard  
Freas, Adam  
Gambrell, Deborah  
Gomez, Wendy  
Gonzalez, Mauricio  
Hagerty, David  
Harvey, Jonathan  
Henderson, Victoria  
Janssen, Kristine  
Jovanovic, Angelia  
LaChica, Juan  
Muraki, Keith  
Parker, Leslie  
Reese, Rick  
Rodriguez, Irma  
Ruedas, Sandra  
Sah, Tasneem  
Scott, Geraldine  
Stone, Leila  
Times, Kenneth  
Tracy, Gwyneth  
Villanueva, Maria C.  
Williams, Nichelle  
Wydick, Derrick  
Woo, Jane  
Yang, Richard

**Division of Humanities and Fine Arts**

Alforque, Angela-Dee  
 Barbaria, Miriam  
 Boguski, Mark  
 Church, Kim  
 Clark, Kevin  
 Daubert, Christopher  
 Fabian, Mitra  
 Fabionar, David  
 Fonda, Gioia  
 Forrester, Elizabeth  
 Garcia, Mari Carmen  
 Gore, Robert  
 Hanson, Luther  
 Harris-Jenkinson, Patricia  
 Hawthorne, Julie  
 Irwin, Doreen  
 Jensen, Andre  
 Kidrick, Valerie  
 Knable, Robert  
 Lawson, Douglas  
 Lucas, Andrea  
 Masterson, Patricia  
 Petite, Lori  
 Piedra, Erica A.  
 Poe, Kathleen  
 Redmond, Patti  
 Severson, Michael  
 Shiflet, Kurt  
 Weinsheink, Shawn E.  
 Wilson, Emily  
 Womack, Jesse  
 Zamora, Frank

**Division of Kinesiology, Health, & Athletics**

Avendano, Marisa  
 Bauduin, Lisa  
 Blair, Deborah  
 Bomberry, Deskaheh D.  
 Carmazzi, Paul  
 Dewar Jr., Robert E.  
 Griffin, David  
 Jones, Andrew  
 Kiernan, Timothy  
 McKay, Ryan  
 Nash, Laurie  
 Oh, Jang-Ha  
 Pacheco, David  
 Walker, Dannie  
 Zuercher, Connie

**Division of Language and Literature**

Burrell, Karen I.  
 Castaneda, Denise  
 Cervin, Richard  
 Cirrone, Steve  
 Dana, Maureen  
 Doersch, Ann  
 Gary, Lara  
 Gomez, Tracey  
 Haag, Janis  
 Hanson, Jon  
 Hawthorne, Julie  
 Heimer, Dianne  
 Ikegami, Robin  
 Jackson, Sally-Anne  
 Joy, Anna  
 Kawamura, Sandra  
 King, Adrienne  
 Knorr, Jeffrey  
 Lee, Jan  
 Lewis, Ann  
 Loomis, Debora  
 Miner, Thomas  
 Muther, Shantra  
 Myers, Troy  
 Nuttall, Gabriella  
 Olsen, Nancy  
 Patton, Marcus  
 Prado, JoAnna  
 Rangel, Makeba  
 Roberts, Joshua  
 Romero, Danny  
 Selva, Marcia  
 Silcox, S. Travis  
 Spangler, Rachel  
 Steward, Mary  
 Thomas, D. Brett  
 Thomas-Val, Jacinth  
 Toupadakis, Barbara  
 Waggoner, Camille

**Division of Learning Resources**

Chen, Shu  
 Chenu-Campbell, Catherine  
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 McDonald, Stephanie  
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 Robinson, Mary Ann  
 Somadhi, Kakwasi  
 Warmington, Sandra  
 Woolley, Nicole

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 Gonzales, Stephen  
 Handel, Janet  
 Harbison, Mark  
 Johnson, Mai-Gemu  
 Kloumova, Irina  
 Lambert, Angelena  
 Larson, Carillon  
 Maloney, Lori  
 Manriquez, Paul  
 Martensen, Carol  
 Martinez, Jesus  
 May, Alexander  
 May, Virginia  
 McDonald, Patrick  
 Medina, Renee  
 Mendez-Nunez, Luis  
 Phillips, Joseph  
 Rosenberger, Randy  
 Schutte, Matthew  
 Segal, Jonathan  
 Steever, Joseph  
 Styer, Daniel  
 Van Sickle, Debra  
 Vrechek, Jean  
 Walker, Norman  
 Wang, Hsiao  
 Webster, Mark K.  
 Woodmansee, Rick

**Division of Science and Allied Health**

Ackerman, Alexis  
 Allen, Kathleen  
 Alviar-Agnew Marisa  
 Arya, Palwasha  
 Bennett, Diane  
 Carberry-Goh, Karen  
 Carriere, Sue  
 Chape, Elizabeth  
 Chubbic, Dena  
 Cohen, Dale  
 Copely, Douglas  
 DeGennaro, Paul  
 Fellman, Melissa  
 Fujikawa, Lynn  
 Greenwell, Andrea  
 Harris, Patricia A.  
 Hoerl, Ada B.  
 Holland, Gina  
 Holt, Julie  
 Huang, Ling  
 Hussey, Susan  
 Iley II, William  
 Isbell, Maggie  
 Jackson, Brenda  
 James, Stephen  
 Johnson, Denise  
 Johnson, Judy  
 Kjos, Troy  
 Lucien, Darreis  
 Manuel, Mara L.  
 Mariano, Nicholas  
 McDaid, Liam  
 Meyer, Virginia  
 Miller, William  
 Minter, Carol  
 Naganuma, Kenneth  
 Newman, Forrest  
 Nuss, Linda  
 Randolph, Melodi L.  
 Richardson, Michael  
 Roffey, Robin  
 Roper, Susan  
 Sapp, Silvia  
 Sarte, Jaime  
 Serafini, Lisa  
 Sheppard, Laurie  
 Siu, Jennifer  
 Standley, Ellen  
 Stanton, Kathryn J.  
 Strella, Cheryl  
 Triphon, Joann  
 Wagner, Glenda  
 Warrell, Patricia  
 Wyatt, David  
 Zenner, Bruce  
 Zupancic, Niefia



## Glossary of College Terms

The following is offered as an explanation of common terms used at Sacramento City College and other community colleges and universities:

**ADVISORIES:** recommended courses and/or skill levels to meet prior to enrolling in the course or program to ensure success.

**ASSESSMENT TEST:** Assessment tests are used to recommend English, English-as-a-Second Language (ESL) and Math classes. These classes are prerequisites to many classes and are required as part of an AA/AS Degree or transfer program. For these reasons, students should have these Assessment results before seeing a counselor.

**A.A., ASSOCIATE IN ARTS:** a general degree granted by California Community Colleges.

**A.S., ASSOCIATE IN SCIENCE:** a general degree granted by California Community Colleges with some having more emphasis on two-year career-technical training than the A.A. degree.

**A.A.-T, ASSOCIATE IN ARTS FOR TRANSFER:** a transfer degree granted by California Community Colleges designed to provide a clear pathway to a CSU major and baccalaureate degree

**A.S.-T, ASSOCIATE IN SCIENCE FOR TRANSFER:** a transfer degree granted by California Community Colleges designed to provide a clear pathway to a CSU major and baccalaureate degree

**BACHELOR'S DEGREE:** a degree granted by four-year colleges/universities, usually the Bachelor of Arts (B.A.) or the Bachelor of Science (B.S.).

**CERTIFICATES OF ACHIEVEMENT:** intended to certify that students completing all required courses for a major are prepared to enter the careers designated on their certificates. Certificates of Achievement require 12 units or more with grades of "C" or better in each course. A minimum of 12 units must be completed at Sacramento City College.

**CERTIFICATES:** intended to certify that students completing all required courses are prepared to meet specific occupational needs, upgrade skills, or for advancement in an existing career. Certificates require 11.5 units or less with grades of "C" or better in each course. The certificate requires completion of all courses listed in the Required Program of study.

**CLASS SCHEDULE:** the listing of courses with days, time, instructors, and room locations to be offered each semester.

**COREQUISITE:** a course in which a student is required to enroll at the same time as another course.

**COUNSELOR:** a trained faculty member assigned to assist students with academic, career, personal, and crisis intervention.

**COURSE TRANSFERABLE TO:** identifies the transfer status of a course to the University of California (UC) and/or California State University (CSU) systems.

**CREDIT GRADING:** a course for which units and a letter grade are granted.

**ELECTIVES:** courses elected by the student that do not fulfill a major or general education requirement but provide units toward the degree.

**ENROLLMENT LIMITATION:** courses, skill level, or other requirements a student must meet prior to enrollment in a course or program.

**GENERAL EDUCATION:** certain group of courses required of all degree candidates regardless of their major. These differ for the A.A. and A.S. degrees and for transfer.

**GRADE POINT AVERAGE (G.P.A.):** the average grade of all units attempted by a student.

**INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC):** Completion of all the requirements in the Intersegmental General Education Transfer Curriculum will permit a student who transfers from a community college to a campus in either the California State University or University of California systems to satisfy that university's lower-division general education requirements prior to transfer.

**LOWER DIVISION:** the first two years of college work, i.e., freshman and sophomore years and/or courses.

**MAJOR:** the major field of study a student plans to pursue, e.g., biology, nursing.

**MATRICATION:** an agreement between the college and each student as to the steps both will take to help ensure the student succeeds.

**MINOR:** the field of study a student plans to pursue in addition to the major but with less emphasis. A minor is not required.

**NON-CREDIT (UNGRADED):** course for which no units are given.

**PASS/NO PASS:** a grading system allowing a course to be taken for Pass or No Pass rather than for a letter grade. A student will be granted Pass if a "C" grade or better is earned.

**PREREQUISITE:** a course or skill level a student must meet prior to enrollment in a course or program. If required, prerequisites are listed with the course description.

**SEMESTER UNIT:** In general, a semester unit represents one hour of lecture or three hours of laboratory per week for a semester. Most AA/AS degrees require a minimum of 60 semester units. One semester unit is equivalent to one and a half quarter units.

**TRANSCRIPT OF RECORD:** an official copy of a student's college record prepared by the Admissions and Records office.

**UPPER DIVISION:** the last two years of college work, i.e., junior and senior years and/or courses. Upper division courses are only offered at four-year colleges/universities.



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# SACRAMENTO CITY COLLEGE

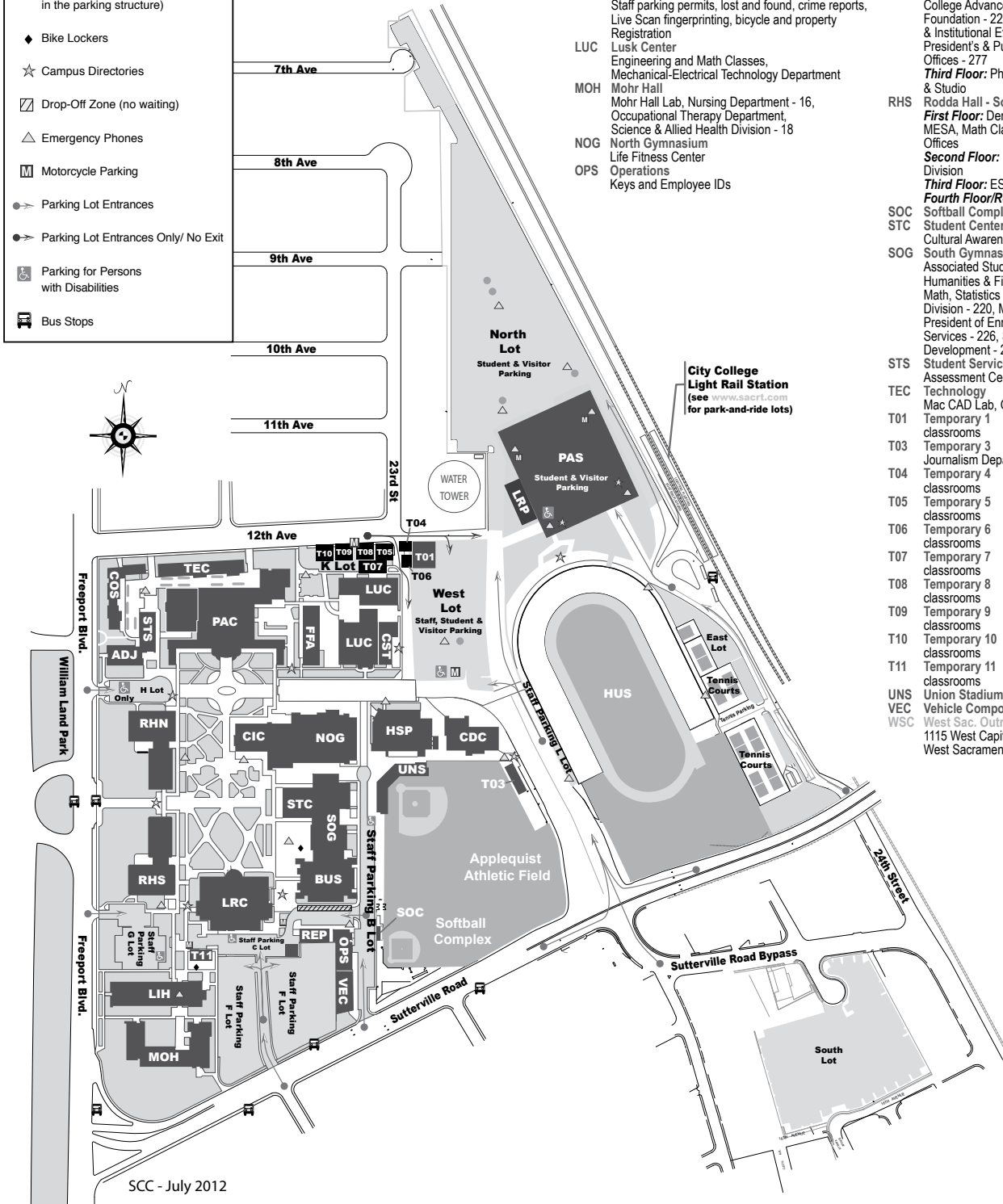
3835 Freeport Blvd.  
Sacramento, CA 95822  
www.scc.losrios.edu

- ADJ Administration of Justice  
Anthropology classes, Disability Resource Center 4-5, RISE - 7
- BUS Business Building  
Business Division - 213, Business Division Open Lab - 151, Business Student Center - 224, Computer Services, Learning Resources Academic Computing Lab - 152, Registration and Financial Aid Lab - 153
- CIC City Café
- CDC Child Development Center
- COS Cosmetology Building
- CST College Store  
Bookstore
- DVS Davis Outreach Center  
1720 Jade Street, Davis, CA 95616

- FFA Fischbacher Fine Arts Building  
Gregory Kondos Art Gallery, Art classes & Studios
- HSP Hoos Swimming Pool  
KHA (Kinesiology, Health and Athletics) classes, Intercollegiate Swimming and Water Polo
- HUS Hughes Stadium (under construction until Aug. 2012)
- LIH Lillard Hall  
Science classes
- LRC Learning Resource Center  
**First Floor:** Distance Education and Instructional Development, Instruct. Media and Computing, Media Production & Services, Learning Skills and Tutoring Center, Staff Resource Center -106  
**Second Floor:** Library, Library Reference Desk  
**Third Floor:** Special Collections Room (Archives)
- LRP Los Rios Police Department  
Staff parking permits, lost and found, crime reports, Live Scan fingerprinting, bicycle and property Registration
- LUC Lusk Center  
Engineering and Math Classes, Mechanical-Electrical Technology Department
- MOH Mohr Hall  
Mohr Hall Lab, Nursing Department - 16, Occupational Therapy Department, Science & Allied Health Division - 18
- NOG North Gymnasium  
Life Fitness Center
- OPS Operations  
Keys and Employee IDs

- PAC Performing Arts Center  
Art Court Theatre, Little Theatre, Main Stage
- PAS Parking Structure
- REP Reprographics  
Duplicating, Graphic Impressions
- RHN Rodda Hall - North  
**First Floor:** Admissions & Records, Business Services Office, Dean of Counseling and Student Success - 111, EOPS/CARE, Financial Aid, Information & Orientation, Counseling Area: Career Center, Counseling, Health Center, International Student Center, Transfer Center, Work Experience.  
**Second Floor:** Behavioral and Social Sciences Division - 226, Vice President of Administrative Services - 269, Vice President of Instruction - 257, Vice President of Student Services - 272, College Advancement/Scholarships/Foundation - 222, Planning, Research & Institutional Effectiveness - 221, President's & Public Information Offices - 277  
**Third Floor:** Photography Department & Studio
- RHS Rodda Hall - South  
**First Floor:** Dental Clinic, Math Lab, MESA, Math Classrooms, Math Faculty Offices  
**Second Floor:** Language & Literature Division  
**Third Floor:** ESL Center, Reading Lab  
**Fourth Floor/Rooftop:** Observatory
- SOC Softball Complex
- STC Student Center  
Cultural Awareness Center
- SOG South Gymnasium  
Associated Student Government - 226, Humanities & Fine Arts Division - 129, Math, Statistics & Engineering Division - 220, Matriculation, AV President of Enrollment and Student Services - 226, Student Leadership & Development - 226
- STS Student Services  
Assessment Center
- TEC Technology  
Mac CAD Lab, GCOM classes
- T01 Temporary 1 classrooms
- T03 Temporary 3 Journalism Department & classrooms
- T04 Temporary 4 classrooms
- T05 Temporary 5 classrooms
- T06 Temporary 6 classrooms
- T07 Temporary 7 classrooms
- T08 Temporary 8 classrooms
- T09 Temporary 9 classrooms
- T10 Temporary 10 classrooms
- T11 Temporary 11 classrooms
- UNS Union Stadium
- VEC Vehicle Compound
- WSC West Sac. Outreach Center  
1115 West Capitol Ave.,  
West Sacramento, CA 95691

- Parking Permit Machines  
(No daily parking permit machines in the parking structure)
- ◆ Bike Lockers
- ☆ Campus Directories
- ☒ Drop-Off Zone (no waiting)
- △ Emergency Phones
- Ⓜ Motorcycle Parking
- Parking Lot Entrances
- Parking Lot Entrances Only/ No Exit
- ♿ Parking for Persons with Disabilities
- Ⓡ Bus Stops



SCC - July 2012