



Saddleback College  
**CATALOG**

**2023 - 2024**



Welcome to  
**OPPORTUNITY.**

## 2023-2024 Spring Addendum

### Volume LV

Published September 2023

#### **Saddleback College**

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

[www.saddleback.edu](http://www.saddleback.edu)

Saddleback College is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, 428 J Street, Suite 400, Sacramento, CA 95814, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. Additional information about accreditation, including the filing of complaints against member institutions, can be found at: [www.accjc.org](http://www.accjc.org)

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

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

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



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# What's New for Spring 2023-24

## New Programs

- PUBLIC HEALTH INFORMATICS AND TECHNOLOGY - Certificate of Achievement

## Revised Programs

- AMERICAN SIGN LANGUAGE INTERPRETING - Certificate of Achievement
- BUSINESS LEADERSHIP - Certificate of Achievement
- IT HELP DESK SPECIALIST - Certificate of Completion Noncredit

## New Courses

- CIMA 415, Microsoft Excel for Data Analytics
- CIMA 488, Introduction to Data Analytics - Data Reporting Tableau
- ECIM 503, Advanced Life and Technology Integration (EI)
- EHEA 541, Inter Muscle Strength/Body Alignment for Older Adults (EI)
- EHST 511, Survey of California Missions (EI)
- HIT 230, Introduction to Public Health Informatics and Technology
- HIT 240, Public Health Data Reporting Techniques
- KNES 188, Intermediate Pickleball
- KNES 190, Advanced Pickleball
- SL 211, ASL for Healthcare and Medical Personnel

## Revised Courses

- KNES 187, Beginning Pickleball

# 2023-2024 Academic Calendar

## Fall Semester 2023

Instruction Begins	August 21
Labor Day observance - classes not in session	September 4
Mid-Semester instruction begins	October 23
Last day to petition for Fall Graduation	November 1
Veterans Day observance - classes not in session	November 10
Thanksgiving observance - classes not in session	November 23-24
Final Examinations	December 14-20
Winter Break	December 21 - January 15

## Spring Semester 2024

First day applications accepted for new and former students	August 1
New Year's Day observance - classes not in session	January 1
Martin Luther King, Jr. Day observance - classes not in session	January 15
Instruction Begins	January 16
President Lincoln's Day observance - classes not in session	February 16
Presidents' Day observance - classes not in session	February 19
Last day to petition for Spring graduation	March 1
Spring Break	March 17-23
Mid-Semester instruction begins	March 25
Cesar Chavez Day observance - classes not in session	March 29
Final Exams	May 16-22
Commencement - Saddleback College	May 23

## Summer Session 2024

Memorial Day observance - classes not in session	May 27
Summer Session	May 28- August 10
Juneteenth Day observance - classes not in session	June 19
Last day to petition for Summer graduation	July 1
Independence Day observance - classes not in session	July 4

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

### NOTICE

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

# About Saddleback College

## President's Message



### **Welcome to Saddleback College!**

Whether you are in your first semester here or are close to completing your higher education goals, we thank you for choosing Saddleback College!

At Saddleback, you have the option to take your classes in-person, entirely online, or a combination of the two, depending on how you like to learn. We make sure our schedule is built to accommodate our students' needs and interests. To cut down on your textbook costs, we've made it a priority to expand our Zero Textbook Cost (ZTC) class offerings and now a majority of our enrollments are in ZTC classes. Taken together, this has saved you and your fellow students millions of dollars, and also ensures that you are using a variety of learning resources that will prepare you for your future.

Your journey here is yours to create, but you don't have to go it alone. Help is always available when you need it. Success coaches are on hand to connect you with resources and offer suggestions to help you along your journey. Academic counselors offer in-depth assistance to help you create your academic plan, discuss transfer and career options, and make sure you're on the path to achieve your goals. Additional resources – our Health and Wellness Center, CARE Corner, financial assistance, and multiple student supports help students every day with

the services they need outside the classroom, so that they can succeed inside the classroom. All of these resources are available to you when you need it, whether you attend class in-person, online, or a combination of the two.

To make the most out of your time at Saddleback, be sure to take advantage of the on-campus experiences that contribute to our vibrant campus life – join or start a campus club, attend cultural events, cheer on the Bobcats in our stadium complex, or see a performance at the McKinney or Studio Theatre. Community and connection are what make Saddleback, Saddleback, and we're happy to welcome you into the fold.

You've made a very smart choice by choosing Saddleback. I wish you great success in the academic year ahead, and beyond.

Sincerely,

**Dr. Elliot Stern**

## Vision, Mission, Values of Saddleback College

### Vision

Inspired by a passion for teaching and learning and a belief in human potential, Saddleback College transforms the lives of its students by offering high-quality, career-building, and life-enriching education.

### Mission

Saddleback College empowers its diverse student body to achieve personal, academic, and economic advancement through equitable and innovative educational experiences.

*(BP 1200)*

### Values

*Saddleback College embraces:*

#### **Empowerment**

We empower students through challenging, collaborative, and engaging educational experiences.

#### **Excellence**

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

#### **Inclusivity**

We create a welcoming environment in which all members of our college community have equitable opportunities and feel capable, nurtured, and respected.

#### **Integrity**

We promote honesty, transparency, and accountability.

#### **Openness**

We cultivate a learning environment open to diverse perspectives and the free exchange of ideas.

#### **Partnership**

We strive to develop strong and lasting partnerships across the college and with the surrounding community.

#### **Success**

We place our highest priority on helping students achieve their academic and career goals.

#### **Sustainability**

We promote environmental sustainability and use our resources responsibly.

## Institutional Student Learning Outcomes (ISLOs)

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

### I. **Effective Communication**

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

1. Demonstrate the ability to understand, evaluate, and analyze a variety of academic, professional, and personal readings.
2. Demonstrate the ability to clearly express themselves and the knowledge they have attained in various forms of writing.
3. Demonstrate the ability to clearly communicate ideas to others when speaking in one or more of the following modes: interpersonally, in small group settings, or in public presentations.

### II. **Intellectual and Practical Skills**

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

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

### III. **Community/Global Consciousness and Responsibility**

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

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

### IV. **Breadth of Subject Area Knowledge**

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

1. Describe the scope and key principles of the natural sciences and mathematics, including an understanding of the methods of scientific inquiry.
2. Describe the scope and key principles of the arts and humanities in order to understand the rich history of human knowledge, discourse, and achievements.
3. Describe the scope and key principles of the social and behavioral sciences in order to understand the complexities of social interactions and human experiences.



## Administration and Academic Schools and Divisions

### Saddleback Administration

#### **Dr. Elliot Stern**

President  
Office of the President  
(949) 582-4722

#### **Tram Vo-Kumamoto**

Vice President  
Office of Instruction  
(949) 582-4795

#### **Dr. Jennifer LaBounty**

Vice President  
Office of the Student Services  
(949) 582-4566

#### **Cory Wathen**

Vice President  
Office of College Administrative Services  
(949) 582-4664

## Saddleback Schools, Divisions, Departments and Services

### Saddleback Schools

#### School of Arts, Media, Performance and Design

##### **Dr. Scott Farthing - Dean**

(949) 582-4747

- Architecture
- Art (Studio)
- Art History and Theory
- Communication Studies
- Cinema-Television-Radio
- Dance
- Drafting
- Entertainment and Theatre Technology
- Fashion
- Fine Arts
- Graphics
- Interior Design
- Journalism and New Media
- Music
- Photography
- Theatre

#### School of Business and Industry

##### **Anthony Teng - Dean**

(949) 582-4541

- Accounting
- Administrative Assistant
- Automotive Technology
- Business
- Computer Information Management
- Family and Consumer Sciences
- Foods
- Real Estate
- Travel and Tourism

#### School of Health and Wellness

##### **Dr. Sherrie Loewen - Dean**

##### **Anne Lawson - Assistant Dean / Director of Nursing**

(949) 582-4701

- American Sign Language
- Emergency Medical Technician
- Health Information Technology
- Health Sciences
- Human Services
- Medical Assistant
- Medical Lab Technician
- Nursing
- Nutrition
- Paramedic

## School of Humanities and Social Sciences

**Christina Hinkle - Executive Dean**

**Jessica Kaven - Assistant Dean**

(949) 582-4733

- Anthropology
- Child Development and Education
- Economics
- English
- English as a Second Language
- Ethnic Studies
- Gender and Sexuality Studies
- Geography
- Geographic Information System
- History
- Humanities
- International Languages
- Philosophy
- Reading
- Political Science
- Psychology
- Sociology

## School of Science, Technology, Engineering and Math

**Art Nitta - Dean**

(949) 582-4820

- Astronomy
- Biology
- Chemistry
- Computer Science
- Electronics
- Engineering
- Environmental Studies
- Geology
- Horticulture
- Mathematics
- Oceanography
- Physics
- Rapid Digital Manufacturing

## Saddleback Divisions and Services

### Counseling and Special Services

**Dr. Penelope Skaff - Dean**

(949) 582-4572

- Counseling
- Articulation
- CalWORKS
- Career Services
- Disabled Students Services & Programs (DSPS)
- Extended Opportunity Program & Services (EOPS) and CARE
- Placement and Prerequisites
- Re-Entry Center
- Rising Scholars
- Transfer Center
- UndocuScholars
- Veterans Education & Transition Services (VETS) Program / Center

### Economic and Workforce Advancement Division

**John Jaramillo - Dean**

**Kari Irwin - Assistant Dean, Career and Technical Education**

**Israel Dominguez - Director, Economics & Workforce Development**

(949) 582-4773

- Cosmetology

### **Extended Learning Division**

***Dr. Karima Feldhus - Executive Dean***

***Daniel Predoehl - Assistant Dean, Division/Director of Emeritus Institute***

(949) 582-4326

- Adult Education
- Community Education
- Emeritus Institute
- Foster and Kinship Care Education

### **Instructional Support and Teaching Innovations Division**

***Kim d'Arcy - Dean***

(949) 582-4397

- Honors
- Learning Assistance Program
- Library Science

### **Kinesiology and Athletics Division**

***Dan Clauss - Dean***

(949) 582-4545 - Kinesiology

(949) 582-4547 - Athletics

- Adapted Kinesiology
- Health
- Intercollegiate Athletics
- Kinesiology

# South Orange County Community College District

28000 Marguerite Parkway, Mission Viejo, California 92692 • (949) 582-4999 • [www.socccd.edu](http://www.socccd.edu)

## District Administrators



**Dr. Julianna M. Barnes**  
Chancellor



**Ann-Marie Gabel**  
Vice Chancellor  
*Business Services*



**Dr. Christopher McDonald**  
Vice Chancellor  
*Educational and Technology Services*



**Dr. Cindy Vyskocil**  
Vice Chancellor  
*Human Resources*

Included above is the executive leadership, for all administrators/managers (which include directors) please see the organizational chart on the district's website here:

[www.socccd.edu/departments/district-organizational-charts](http://www.socccd.edu/departments/district-organizational-charts)

## District Vision, Mission, Goals

### Vision

To be an educational leader in a changing world.

### Mission

To provide a dynamic and innovative learning environment for diverse learners of all ages, backgrounds, and abilities. The District promotes access, success, and equity to meet students' goals of skills development, certificates, associate degrees, transfer, or personal enrichment. The SOCCCD contributes to the economic vitality of the region. (BP 1200)

### 2020-2025 District-wide Goals

Goal 1: SOCCCD will ensure student equity in access and achievement.

Goal 2: SOCCCD will transform lives through learning and achievements.

Goal 3: SOCCCD will engage with the community through athletic and cultural events, enrichment programs, and in creating economic prosperity for all.

Goal 4: SOCCCD will optimize our institutional design and structure with a student-centered focus.

## Board of Trustees

**Timothy Jemal**  
President

**Terri Whitt Rydell**  
Vice President

**Carolyn Inmon**  
Clerk

**Ryan Dack**  
Member

**Barbara J. Jay**  
Member

**Marcia Milchiker**  
Member

**T.J. Prendergast III**  
Member

**Katelyn Hidde**  
Student Member

# Enrolling at Saddleback

## Admission Requirements

### Eligibility for Admission

Saddleback College is one of two colleges in the South Orange County Community College District, which also includes Irvine Valley College. Students may apply to only one college but may register in classes at either or both colleges. (Please see College of Record) (*BP 5010/AR 5010*)

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

Students enrolled in elementary through high school may attend Saddleback College as special admits. Special admits may enroll in the classes recommended by their school principal and are required to submit a completed "Special Admission Request Form" (available online) each semester two weeks prior to the start of the term. Students in grades 9-12 are limited to 11 units per semester; K-8 students are limited to 6 units per semester. K-12 students are not permitted to enroll in Kinesiology (PE) classes.

Individuals holding valid non-immigrant visas, which federal law prohibits from enrolling in a course of study, are not admissible.

Questions regarding admission to Saddleback College may be sent via e-mail to [scadmissions@saddleback.edu](mailto:scadmissions@saddleback.edu) or by calling the Office of Admissions and Records at (949) 582-4555.

### College of Record

You may only apply to Saddleback College or Irvine Valley College; this will be designated as your college of record. In addition, your college of record is where you complete all admission steps (application, assessment, advisement, academic plan, and orientation); receive support services, such as financial aid, DSPS, EOPS and other special services; and plan to complete your educational goal. Should you need to discuss or change your college of record, please contact the Office of Admissions and Records.

### Application for Admission

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

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

- Fall semester: February 1
- Spring semester: August 1
- Summer session: February 1

### California Residence Classification

Each person enrolled in or applying for admission to a California community college, for purposes of admission and/or tuition, is classified as either a California resident or a nonresident. Students classified as nonresidents will be required to pay additional tuition and fees. (*BP 5015*)

**"Resident students"** are those who have resided within California for at least one year prior to the residence determination date and have met the residency standards stipulated in Title 5 of the California Code of Regulations. The "residence determination date" is the day immediately preceding the opening day of instruction each semester or summer session during which the student proposes to attend college in the South Orange County Community College District.

**"Nonresident students"** are those who have not established California residence status in the state for at least one year prior to the residence determination date or those who hold certain non-immigrant visas which preclude them



from establishing residence. Foreign students admitted to the United States under student visas are classified as nonresidents.

The Office of Admissions and Records determines the residence status of all new and former students for tuition purposes, based on responses provided in the college application for admission and, if necessary, other evidence furnished by the student.

## Exemptions

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

- Student under two-year care and control of adult
- Students who are members of the armed forces of the United States who are stationed in this state on active duty, except those assigned to California for educational purposes
- Students who are eligible as covered individuals as defined in the Veterans Access, Choice and Accountability Act of 2014 (VACA Act) who are taking advantage of their Chapter 30, 31 or 33 benefits
- Spouses and dependents (natural or adopted children or stepchildren) of active members of the armed forces stationed in California
- Armed forces members remaining in the state following discharge
- Dependent of a California resident of more than one year; parent residing in California for one year and contributing court ordered support for student under the age of 19
- Graduate of California school operated by the United States Bureau of Indian Affairs
- Student holding teaching credential; other conditions apply
- Employee or child or spouse of employee of institution or state agency
- Students who are under 20 years old and served by the California Foster Care system
- Student who attended a California high school at least 3 years and graduated from a California high school or earned an equivalency (GED) in California. Students must fill out and submit the "AB 540 Affidavit for Exemption" for consideration. Please call (949) 582-4555 for more information
- K-12 special part-time students, other than non-immigrant aliens, participating in a College and Career Access Pathways (CCAP) partnership program or a K-12 special part-time student (non-CCAP - concurrently enrolled high school student)

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

## Establishing Residence

Legal residence may be established by an adult who is physically present in the state and who, at the same time, intends to make California his or her permanent home. The prospective resident must take steps at least one year and one day prior to the residence determination date to show an intent to make California a permanent home and, concurrently, relinquish legal residency in the state of his or her prior home. There are various steps that one may take to demonstrate the intent to become a California resident. The Office of Admissions and Records will assist any student who wishes to establish residency, providing recommendations for each individual case.

For general purposes, the following are some, but not the only ways to show one has taken the necessary steps toward becoming a California resident:

1. Registered to vote and voted in elections in California.
2. Filed resident California state income tax.
3. Owned and resided in a residential property, or consistently or continually occupied or rented an apartment on a lease basis.
4. Maintained licensing from California for professional practice.
5. Maintained California vehicle registration and driver's license.
6. Maintained active savings and checking accounts in California banks.
7. Maintained permanent military address and home of record in California, if in the military service.

Note: No single item listed above may establish a case for California residence. It is up to the applicant to offer as many documents as possible to prove validity of the change to California resident.

## Reclassification to Resident Status

The request for reclassification to resident status must be initiated by the student. Students who are interested in changing their classification should consult the Office of Admissions and Records. Evidence of presence in and intent to reside in California-for at least one year and one day prior to a coming semester's start date-is required for consideration of a change in status and must be submitted for a residence review. Students should allow up to ten working days after submitting their documents for a decision. The burden of proof lies with the student. Residence reclassification must be completed no later than the first two weeks of the semester. Since some petitions require additional documentation to prove a residence case, students should be sure to submit reclassification requests early in an academic term.

## International Students (F1-Visa)

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

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

1. Application for admission is available online beginning the following dates:
  - Fall semester: February 1
  - Spring semester: August 1
  - Summer session: February 1
2. The processing fee for an application is waived for the 2023-2024 academic year.
3. The International Student Supplement should be completed, signed by the applicant, and turned in to the International Student Office. The form can be found at [www.saddleback.edu/apply-pay/how-apply/international-student](http://www.saddleback.edu/apply-pay/how-apply/international-student).
4. Proof of English proficiency. Saddleback College accepts the following English proficiency tests:
  - IELTS: 4.5
  - iTEP: 4.5
  - EIKEN: Grade 2A
  - Duolingo: 80
  - Cambridge: 160
  - Pearson: 41
  - GTEC CBT: 900

The English proficiency test requirement may be waived for applicants who can demonstrate that they have successfully completed the equivalent to **ENG 200** at Saddleback College. The course must be from a regionally accredited institution. Saddleback also offers admission to international students who have completed specific levels of study at our partner intensive ESL schools. Please visit [www.saddleback.edu/apply-pay/how-apply/international-student](http://www.saddleback.edu/apply-pay/how-apply/international-student) to find the list of partner schools. Students who have attended at least 3 years and have graduated from a U.S. high school are not required to complete the English proficiency test requirement.

5. Academic records: Evidence of academic achievement equivalent to an American high school diploma or higher. The transcripts of the original records must be accompanied by a notarized English translation. In addition, international students who are in the U.S. as F-1 students must submit all of their academic records from the institutions they have attended in the U.S.
6. International Student Supplement completed and signed by the applicant. The form can be found at [www.saddleback.edu/apply-pay/how-apply/international-student](http://www.saddleback.edu/apply-pay/how-apply/international-student).

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

1. Transfer form completed by prior institution verifying the student's current status.
2. Copy of the SEVIS I-20 provided by prior institution.

3. Copy of passport information page (i.e. name, photo, date of birth, etc.), F1 visa, and form I-94 (both sides).
4. Official transcripts from prior institutions attended in the United States.

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

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

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

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

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

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

## Student Fees/Refunds/Credits

**All fees are subject to change**

### Associated Student Body (ASB) Stamp Fee

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

### Enrollment Fee

*(BP 5030/AR 5030)*

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

### Health Fee

All students enrolled in an on-campus or online course at Saddleback College are required to pay the health fee. Students enrolled in only off-campus courses are exempt from paying the health fee, but can "opt-in" to pay the fee if the student is interested in accessing the Health Center services. This fee is currently \$26 for the fall and spring semesters and \$19 for the summer semester. Students who enroll in both Saddleback College and Irvine Valley

College are required to pay both colleges' health fees. This fee entitles students to a variety of health services. Please note that this is not a personal health insurance policy. Health fees are subject to change during the academic year.

In addition to emeritus classes being exempt, State law provides the following exemptions from the health fee:

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

Students must submit proof for these exemptions at the time they register.

## **Material/Lab Fees**

*(AR 5031)*

"Required instructional materials" means any materials which a student must procure or possess as a condition of registration, enrollment, or entry into a class; or any such material which the instructor determines is necessary to achieve the required objectives of a course.

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

1. The materials shall not include materials used or designed primarily for administrative purposes, class management, course management, or supervision.
2. The materials shall be personal property which are owned or primarily controlled by an individual student.
3. The material is of a continuing value to the student outside of the classroom setting, which can be taken from the classroom setting, and which is not wholly consumed, used up or rendered valueless as it is applied in achieving the required objectives of a course which are to be accomplished under the supervision of an instructor during class hours.
4. Where the materials are available to a student through a license or access fee, the license or access fee shall be available to students for up to two years, satisfying the requirement that instructional materials must have continuing value outside the classroom setting. Students have the option of paying a lower price for a shorter access period. The terms of the license or access fee shall be provided to the student in a clear and understandable manner prior to purchase.
5. Faculty members shall take reasonable steps to minimize the cost and ensure the necessity of instructional materials.
6. The material shall not be solely or exclusively available from the District except if it is provided to the student at the District's actual cost; and:
  - a. The material is otherwise generally available, but is provided by the District for health and safety reasons; or
  - b. The material is provided in lieu of other generally available but more expensive material which would otherwise be required.

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

The college shall issue a full refund of material fees paid in the event a class is canceled by the college or if the student drops the class prior to the refund deadline. The students shall return all unused materials issued by the college to the faculty member.

## **Parking Fees**

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

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

## **Returned Check Fee**

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

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

- Each check dishonored by your bank for whatever reason is subject to a processing fee.
- A \$20 processing fee will be charged for all returned checks.

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

## Student Representation Fee

The \$2 Student Representation Fee is an optional fee collected at the time of registration for each enrolled student and established by CA Education Code: 76060.5.

- \$1 will go to the Associated Student Government (ASG) to fund advocacy efforts for student leaders and student representatives to state their positions and viewpoints on behalf of Saddleback College students before city, county, district, state, and federal government, as well as other public agencies.
- \$1 will be expended to establish and support the operations of a statewide community college student organization, recognized by the Board of Governors of the California Community Colleges, with effective student representation and participation in state-level community college shared governance and with governmental affairs representatives to advocate before the Legislature and other state and local governmental entities. Currently, the Student Senate for California Community Colleges (SSCCC) serves in this capacity. SSSCC hosts a general assembly annually and is made up of ten regions with student representatives from all 115 community colleges in the State of California.

## Transcript/Verification Fees

*(BP 5030/AR 5030)*

**Transcripts:** Students are entitled to two free transcripts and/or verifications. Additional copies are \$6.00 per copy. Transcripts may be ordered online or in-person only. (The online system does not accommodate the two free transcripts.)

**Emergency Transcripts** are \$5.00 in addition to the transcript fee. Emergency transcripts requests are available only through the online system and are mailed, sent electronically, or made available for pickup within 24 hours during normal business hours after requests are received.

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

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

Other types of verifications are \$6.00 after the first two free transcripts or verifications.

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

### Mail requests to:

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

## Non-Resident Fees

### Application Fee

Non-resident students who are citizens and residents of a foreign country will be charged a non-refundable application fee at the time the application is submitted. The application fee for the 2023-2024 academic year is \$0.



Non-resident/non-citizen students who can validate asylee/refugee status or who are evaluated to have a financial hardship may be exempt from this fee.

### **Capital Outlay Fee**

Students who are U.S. citizens but not California residents, as well as students who are not U.S. citizens, will be charged a capital outlay fee of \$45 per unit. This is in addition to the \$46 per unit enrollment fee and the \$365 per unit non-resident tuition fee. Students who are not U.S. citizens but can validate asylum/refugee status, or who have been evaluated to have a financial hardship, may be exempt from this fee.

### **Tuition Fees**

Students who are U.S. citizens but not California residents, and students who are not U.S. citizens, will be charged a non-resident tuition fee of \$365 per unit. This is in addition to the \$46 per unit enrollment fee and the \$45 per unit capital outlay fee. Students who are not U.S. citizens but can validate asylum/refugee status, or who have been evaluated to have a financial hardship, may be exempt from this fee.

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

Effective August 1, 2021, veterans who are eligible for Veterans Administration (VA) education benefits are exempt from paying non-resident fees and capital outlay fees. Dependents of veterans who are using these benefits are entitled to the same exemption.

### **Fees Payment Deadlines**

Students are given 16 business days to pay for their registration. Students who have registered prior to the start of the semester with a balance over \$50 who have not paid by their fee deadline are subject to being dropped from classes.

Beginning 5 days prior to the start of the semester, online registration payment is by credit/debit card only and payment is due at the time of registration. During this time, students may pay by check or cash by coming to the Office of Admissions and Records to complete their registration. They will be sent to the Student Payment Office (SSC 208) to pay for their fees the same day.

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

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

### **Refunds/Account Credits**

A student must officially drop classes through online or in-person registration within the established refund deadline dates to be eligible for a refund of fees paid. There are no refunds for classes added or dropped after these refund deadline dates. Also, students dropped from a class by an instructor after the class refund deadline date are not entitled to a refund. The only exception to this policy is when the college cancels the class. (*BP 5030/AR 5030*)

Refunds are processed automatically. Dropping classes within the refund deadline dates will generate a credit on the student's account.

If the payment was made using a credit card, a refund will automatically be issued to the card used for payment. In the event a credit card refund cannot be completed, a refund check will be mailed to the student using the mailing address listed in MySite.

If the payment was made using a check, money order, or cash, a refund check will be mailed to the student using the mailing address listed in MySite. The only exception is when the funds were provided by an organization with which the college has an existing refund return policy, such as the California Department of Rehabilitation.

Refund deadline dates are different for different classes. The refund deadline date for each class can be found in the details section of the online schedule at [www.saddleback.edu/learning-saddleback/classes/class-schedule](http://www.saddleback.edu/learning-saddleback/classes/class-schedule). Please allow 30 days for processing credit card refunds and 45 days for processing check refunds. Additional information on refunds is available on the Student Payment Office web page at [www.saddleback.edu/apply-pay/tuition-fees/refund-information](http://www.saddleback.edu/apply-pay/tuition-fees/refund-information). Students can also call the Student Payment Office at (949) 582-4870 for additional information.

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

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

### **Enrollment Fee Credits**

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

### **Health Fee Credits**

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

### **Material/Lab Fee Credits**

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

### **Non-Resident Tuition Credits**

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

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

### **Parking Fee Credits**

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

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

## **Matriculation Services**

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

In this partnership the student agrees to:

1. Complete the Matriculation process including: Orientation to Saddleback College, Math and English Placement, and Student Advisement including a First Semester Educational Plan.
2. Complete a first semester educational plan and establish goals
3. Attend classes
4. Discuss academic goals with a counselor
5. Use support services as needed
6. Make progress toward achieving the goal
7. Follow recommendations given by counselor/instructor

Saddleback College agrees to provide:

1. Resources and support services
2. Orientation to the college and placement into the appropriate courses
3. Advisement and First Semester Ed Plan
4. Individual comprehensive educational plans
5. Career, learning, and transfer centers
6. Continued monitoring of academic success

## Who is required to complete Matriculation Process

First time college students and college students new to the district (SOCCCD) who are seeking a certificate, two-year degree or transfer with less than 30 college units completed.

## Who is Exempt from Matriculation

Students who have completed an associate degree (or higher), are concurrently enrolled at a 4-year college/university, have completed 30+units of college credit at time of admissions, K-12 special/dual enrolled admits, or students enrolling in courses for non-academic purposes (educational development).

## Steps in the Matriculation Process

Matriculation is designed to assist students in achieving their educational goals at Saddleback College. The process includes a New Student Orientation, a Math and English Placement Process, and an Online Advisement including a First Semester Educational Plan. Students required to matriculate must complete the following steps prior to registering for any class:

1. **New Student Orientation** is an online tool used to provide students with information about the many resources available at Saddleback College. Students learn about student services, special programs, and other student support programs. They are introduced to MySite, the student information portal, and to policies and procedures required by Saddleback College.
2. **Math and English Placement** is used as an initial indicator of the course levels a student should begin with for a selected major or Learning Pathway. Initial Math and English placement is derived from multiple measures including self-reported high school transcript data and official high school transcript data. The Current Placement Process may include, but is not limited to, the student's high school grade point average, high school English coursework, high school math coursework, English language proficiency, and possible recommendation for corequisite support course enrollment.
3. **Student Advisement and First Semester Educational Plan** assists students in determining their educational goals, plan their first semester schedule, and prepare a "First Semester Ed Plan." Students learn about transfer programs, degree requirements, career education/CTE programs and are introduced to the online registration process in MySite.

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

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

The Matriculation Office is located in SSC 225B. You may call the Matriculation Office at (949) 582-4970 or visit our website at [www.saddleback.edu/student-support/academic-counseling/matriculation-process](http://www.saddleback.edu/student-support/academic-counseling/matriculation-process).

## Removing a CP Hold

A student with a Comprehensive Plan hold, notated as a CP in MySite, must complete a Comprehensive Educational Plan with a counselor to be eligible to enroll in future courses. A Comprehensive Ed Plan may be completed by attending a counseling appointment or a MAP workshop. An appointment can be scheduled by contacting the Counseling Office at (949)582-4572 or visiting SSC 167 the Counseling Office. Appointments and workshops are offered both in person and online.

## Student's Rights

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

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

Saddleback College is committed to helping students select appropriate level courses in order to provide the greatest chance for their academic success. Information relating to prerequisites, corequisites, limitation on enrollment, and

recommended preparation are printed in bold as part of the course descriptions in the catalog and with a padlock symbol to the right of the course description in the online class schedule.

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

**Prerequisite:**

Mastery of a certain body of knowledge is necessary for students to be successful in the target course (the course that has the prerequisite). Most commonly, such knowledge is measured by successful completion of the prerequisite course.

**Corequisite:**

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

**Limitation on Enrollment:**

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

**Recommended Preparation:**

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

**How to Clear a Prerequisite**

Students must submit a prerequisite evaluation request with evidence of prior prerequisite course completion to the Matriculation Office in person or online. Students can clear a course prerequisite requirement with any of the following methods or evidence:

1. Complete the course(s) at Saddleback College with a satisfactory grade (automatic clearance).
2. Provide transcript(s) from another accredited college or university showing the completion of an equivalent prerequisite course to the Matriculation Office. Such evidence must demonstrate satisfactory completion of the prerequisite course.
3. Provide a high school transcript showing the completion of the equivalent prerequisite coursework to the Matriculation Office. Math and English course prerequisite clearance requires a district/school issued copy of the transcript containing completed coursework and a cumulative, unweighted GPA.
4. Provide a College Board Advanced Placement (AP) score report to the Matriculation Office. English course prerequisites can be cleared with the English Composition/Language or Composition/Literature exam scores. Math course prerequisites can be cleared with the Calculus AB or BC exam scores.

**NOTE:** Students should submit a prerequisite evaluation request a minimum of two weeks prior to their registration date to avoid enrollment delays. Specific information regarding procedures, time-lines, and notification of prerequisite clearance approval or denial is available on the Matriculation website at [www.saddleback.edu/student-support/academic-counseling/clearing-prerequisites](http://www.saddleback.edu/student-support/academic-counseling/clearing-prerequisites).

**Course Prerequisite Appeal Procedures**

State regulations require the enforcement of prerequisites and faculty from each division assign specific course prerequisites. If a prerequisite evaluation request was denied, a student may file an appeal based on the following criteria:

1. The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite.
2. The student is able to succeed safely despite prerequisites established to protect health and safety standards.
3. The prerequisite or corequisite course is not reasonably available.
4. The college cannot provide alternatives to the course requiring performance standards as a prerequisite.
5. The prerequisite is discriminatory or is being applied in a discriminatory manner.
6. The prerequisite is not valid because it is not necessary for success in the course for which it is required.

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

## Credit from Prior Institutions

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

Please meet with a counselor for more information. [www.saddleback.edu/student-support/counseling-services](http://www.saddleback.edu/student-support/counseling-services)

A student who has completed an \*Associate degree from a California Community College or a \*\*Bachelor's degree or higher at a regionally accredited college or university, has met the Associate Degree General Education requirements at Saddleback College. Please consult with a counselor if your program of study requires additional admissions requirements or prerequisites.

\*Students who have completed an Associate degree from a California Community College prior to Fall 2009, will be held to the current Math requirement.

\*\*Students who have earned a Bachelor's degree or higher at a foreign institution must provide a transcript evaluation verifying completion of a course conducted in English equivalent to ENG 1A with a grade of "C" or higher.

### Transfer Credit from Foreign Institutions

Foreign transcripts must be evaluated by an accredited evaluation service and submitted to the Admissions and Records Office. The evaluation must include a detailed report that includes course, unit and GPA breakdowns in order for credit toward an associate degree petition to be considered. A list of acceptable accrediting agencies may be found at: [www.saddleback.edu/apply-pay/how-apply/international-student](http://www.saddleback.edu/apply-pay/how-apply/international-student).

## Registration for Classes

### Open Enrollment Policy

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

### Registration for Classes

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

### New and Returning Students

**New students** are those who have never filed an application or enrolled in classes at either Saddleback College or Irvine Valley College. **Returning students** are those who have previously filed an application or attended either



Saddleback College or Irvine Valley College but have been absent from the college for two semesters or more, excluding summer.

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

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

## Continuing Students

Continuing students are those who have been registered during either or both of the immediately preceding two semesters and have received at least one letter grade or "W." Those who were registered during the semester but did not complete a course with a letter grade or "W" will have forfeited their continuing student status and must file a new application.

## Enrollment Priorities

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

### LEVEL 1

Only students who are required to complete all matriculation steps and have not lost registration priority, as defined by Administration Regulation 5055, qualify for Level 1 registration.

#### Priority Registration

1. Specific groups (DSPS, EOPS, student parent, active duty military, certain veterans, and those served by the foster care system who are under 25 years old) qualify for Priority Registration.
2. Other groups approved by local policy (student ambassadors, athletes, student government, Honors Program members, district staff and dependents of staff) qualify for Priority Registration.

**Freshman Advantage** - qualifying Freshman Advantage students are high school graduates who have never attended college and who complete (1) New Student Orientation; (2) Math and English placement; and (3) Student Advisement including a First Semester Educational Plan prior to the designated deadline.

**Continuing** - students who enrolled at Irvine Valley College or Saddleback College during the previous academic semester. Registration times are assigned in descending order by completed units.

**New/Returning** - students who have never enrolled in the district or are returning after one or more semesters of nonattendance. Registration times are assigned on a first-come, first-served basis at the time their application is processed.

### LEVEL 2

**Emeritus** - continuing students in good standing who are only enrolled in Emeritus Program classes.

### LEVEL 3

**Low Priority** - any student who meets one or more of the following conditions:

- Are not required to complete matriculation steps (assessment, advisement including academic plan, and orientation)
- Are on academic and/or progress probation for two consecutive semesters
- Have completed 100 or more units district-wide (not including basic skills)

Students in the Low Priority category will be notified of their low priority registration as follows:

1. For students on probation for two consecutive semesters, notification will occur after the first semester of probation.

- For students who reach the maximum 100 degree-applicable units completed in the district, notification will occur when 75% (75 units) of the limit has been reached.

#### LEVEL 4

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

Students are encouraged to register as early as possible for the best possible course selection.

#### APPEAL PROCESS

Students may appeal to have their Registration Priority reinstated under the following conditions:

- Student has a disability and applied for reasonable accommodations, but did not receive services in a timely manner.
- Student has made significant academic improvement where they meet the minimum grade point average and/or progress standard to be removed from academic or progress probation.
- Student has experienced extenuating circumstances (verified cases of accident, illnesses or other circumstances beyond the student's control; changes in a student's economic circumstances may be considered for CCPG).
- Student has completed 100 associate degree units, but is pursuing a high unit major (attach documentation). Appeals for Loss of Registration Priority may be submitted to the Office of Admissions and Records.

#### Registration Open Enrollment Policy

In conformity with the provisions of Title 5 of the California Administrative Code, the governing Board of the South Orange County Community College District affirms a policy of open enrollment. Unless specifically exempted by statute, every course, course section, or class, wherever offered and maintained by the District, for which average daily attendance is reported for state aid, is fully open to enrollment and participation by any person admitted to the college who meets the stated course prerequisites.

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

#### MySite

MySite is the Saddleback College web portal that enables students to view their registration times, class schedules, grades, and academic history; add or drop classes; and access a variety of useful resources. Students need an ID number and a Personal Identification Number (PIN) to use MySite. For more information about MySite, please refer to the student handbook.

#### Maintaining Student Contact Information

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

#### Student Status:

- Part-time** - Student taking fewer than 12 units
- Full-time** - Student taking 12 or more units
- Freshman/First year standing** - Student who has completed fewer than 30 units
- Sophomore** - Student who has completed 30 or more units
- Graduate** - Student who has been awarded the Associate in Arts or Science degree or a higher degree by a regionally accredited college

#### Repeating Courses

(Also see [Academic Regulations](#) and *Academic Courses* sections of this catalog)

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

## Auditing Classes

Saddleback College does not permit auditing of classes. (BP 4070)

## Adding Courses

Students may add open classes through the day prior to the start day of the class. Once the class has started or has become full, students must request permission to add the course from the instructor. If permission is given, an Add Permit code (APC) will be issued. Students are required to add the course on-line or in-person by the Last Day to Add as noted on the Add Permit Code form. Payment is required at the time of enrollment. Students who miss the deadline to add are encouraged to enroll in late-starting classes. Being placed on a class roster by an instructor does not constitute official enrollment in the course.

## Withdrawal from Courses

It is the student's responsibility to officially withdraw from courses for refund purposes and to avoid receiving a substandard grade. Students are limited to a total of three withdrawals in a given course. Failure to attend a course does not constitute a withdrawal. Students withdraw from courses online through MySite.

**It is the student's responsibility to drop a class. However, every instructor has the authority to drop a student who misses the first class meeting or has excessive unexcused absences as defined in the class syllabus.**

### Deadlines for Dropping Classes

**Drop without a transcript annotation:** Drop must be completed prior to the first 20% of the course based on the individual class. Withdrawal from class anytime between the 20% and 65% points will be recorded as a "W" on the student's record.

**Drop with a "W" notation:** All courses dropped at the 20% point and up until the 65% point will be recorded on the transcript as a "W." Drops after the 65% point are not allowed except under narrowly defined extenuating circumstances. These situations must be due to substantiated illness, accident, or events beyond the student's control that prohibit continuation in classes. By law, all classes remaining on the student's record after the 65% point require that a grade be issued. For important deadlines for specific classes, students should log on to the Saddleback College website and locate their classes in the index of the current semester's class schedule.

### Excused Withdrawal "EW"

Excused withdrawals shall be allowed to students in extenuating circumstances at any time, upon petition of the student to the Admissions and Records Office. Extenuating circumstances means cases of accidents, illness, or other circumstances beyond the control of the student.

### Military Withdrawal "MW"

The "MW" symbol is used for students who are members of active duty, reserve, or guard elements of the armed services and receive orders compelling a withdrawal from all courses. This grading option will have no adverse impact on students or their record and is not used to determine progress probation. Petition for this consideration must be accompanied by a copy of the activation or transfer orders and submitted to the Office of Admissions and Records

**NOTE:** Only student initiated or instructor drops completed prior to the refund deadline are eligible for refund consideration. (See Student Fees/Refunds/Credits for further information regarding refunds.)  
Financial Aid recipients see the Financial Aid section of the catalog regarding Title IV repayment policy

## Deadlines for Dropping or Withdrawing from Classes

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

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

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

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

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

## Información en Español

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

### Información Para Matricularse

#### ELEGIBILIDAD PARA ASISTIR A UNA UNIVERSIDAD COMUNITARIA

- **INSCRIPCIÓN REGULAR:** Tener 18 años de edad o ser graduado/a de la escuela secundaria.
- **INSCRIPCIÓN CONCURRENTES:** Estudiantes desde el 9 al 12 año de la escuela secundaria, podrán matricularse en clases recomendadas por el/la director/a de su escuela, pero que no excedan 11 unidades. Si desea más información, consulte con la Oficina de Admisión y Registros.
- **NO-RESIDENTES:** Son personas que han permanecido menos de un año y un día en California antes del inicio del semestre o personas que mantienen visa de inmigración las cuales impiden el establecimiento de residencia. Para mayor información, comuníquese con la Oficina de Residencia al (949) 582-4555.

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

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

Fechas de entrega de su solicitud para los siguientes semestres:

1 de febrero - otoño (fines de agosto)

1 de agosto - primavera (principios de enero)

1 de febrero - verano (fines de mayo)

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

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

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

### Cobros

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

**COBRO DE INSCRIPCIÓN:** Se cobrará lo siguiente:

- **No-Residentes:** \$319.00 (por unidad) y en adición \$46.00 por unidad. Al no-residente que es ciudadano/a/residente extranjero/a adicionalmente se le cobrará \$42.00 por uso de facilidades (por unidad) y \$54.00 (sin devolución), para procesar su solicitud al tiempo de solicitar. Estos cobros son para estudiantes internacionales.
- **Residentes:** Al residente de California se le cobrará \$46.00 por unidad.
- **Las clases de inglés como segunda lengua (ESL) que no tienen unidades "0 units" son gratuitas.** Estos cobros pueden cambiar cada semestre. Para más información llame al (949) 582-4555.

**COBRO DE ESTACIONAMIENTO:** Los estudiantes que tienen la intención de estacionar en un lote de estudiantes deben

comprar un permiso de estacionamiento cada semestre. Un permiso anual que incluye otoño, primavera y verano está disponible para su compra sólo en el otoño. Los costos de la tarifa de estacionamiento se pueden encontrar en el sitio web de la universidad en la página web de la Oficina de Pago estudiantil bajo "Tarifas".

**COBRO DE SERVICIOS DE SALUD:** Debe pagar \$23 por semestre (en otoño y primavera) para cubrir servicios de salud personal. El costo en el semestre de verano es de \$19 y les permite a estudiantes que aprovechen varios servicios médicos. (Este servicio se cobrará aunque tome "0" unidades). Cobros de servicios de salud están sujetos a cambios.

## **Nivelación de inglés y matemáticas**

La Oficina de Matriculación (Matriculation Office) ofrece servicios que incluyen: nivelación de matemáticas, inglés, e inglés como segunda lengua (ESL); análisis de los resultados del proceso de nivelación; consejo académico y orientación; y análisis de reporte de calificaciones de otras instituciones.

## **Enfermería/Centro de salud**

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

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

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

## **Ayuda Financiera**

La Oficina de Asistencia Financiera en Saddleback College está designada para proveer asistencia económica a estudiantes que cumplan con los requisitos. Asistencia federal, estatal y fondos de fuentes privadas están disponibles. Para ser considerado para recibir asistencia financiera en Saddleback College, un estudiante debe:

- Completar su solicitud de FAFSA en línea en <https://studentaid.gov/h/apply-for-aid/afsa> o la de California Dream Act en <https://dream.csac.ca.gov/landing>

La oficina está en el Edificio de Servicios para Estudiantes, salón SSC 106. El número de teléfono es (949) 582-4860.

## **Programa de EOPS**

EOPS ayuda a estudiantes que tienen desventajas educacionales y desventajas financieras. El programa EOPS se compromete a ofrecer los siguientes servicios de apoyo: prioridad de inscripción, consejería personal, académica, y transferencia a la universidad, ayuda con el costo de los libros, tutoría, becas y mucho más. Nuestro objetivo es ofrecer a nuestros estudiantes de EOPS los servicios y el apoyo que se necesitan para tener éxito en sus metas académicas y/o vocacionales. Estudiantes interesados pueden visitar o llamar la oficina de EOPS, tenemos personal que puede contestar sus preguntas. La oficina está localizada en el edificio de servicio para estudiantes, oficina 126 o llamar al (949) 582-4620.

## **Servicios de Tutoría (LRC)**

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

# Program Index

Click on the award type (AAT, AST, AA, AS, CA, OSA) to navigate to the program information.

A.A.T	A.A.	A.S.T.	A.S.	C.A.	C.A.♦	O.S.A.
Associate in Arts for Transfer	Associate of Arts Degree	Associate in Science for Transfer	Associate of Science Degree	Certificate of Achievement - Vocational Program or other area approved by the State Chancellor's Office (16 units or more)	Certificate of Achievement - Vocational Program or other area approved by the State Chancellor's Office (8 to fewer than 16 units)	Occupational Skills Award - Vocational Program (6-15.5 units)
<b>Accounting</b>			<a href="#">AS</a> <a href="#">CA</a>	Automotive Engine Service Specialist		<a href="#">AS</a> <a href="#">CA</a>
Computerized Accounting Specialist			<a href="#">AS</a> <a href="#">CA</a>	Automotive Suspension Technician		<a href="#">CA</a>
<b>Administrative Assistant</b>			<a href="#">AS</a> <a href="#">CA</a>	Automotive Technician Fundamentals		<a href="#">CA♦</a>
<b>Advanced Manufacturing</b>			<a href="#">AS</a> <a href="#">CA</a>	General Automotive Technician		<a href="#">AS</a> <a href="#">CA</a>
<b>American Sign Language</b>			<a href="#">AS</a>	<b>Biology</b>	<a href="#">AST</a>	<a href="#">AS</a>
American Sign Language Interpreting			<a href="#">CA</a>	<b>Business</b>		
<b>Anthropology</b>			<a href="#">AAT</a> <a href="#">AA</a>	Business Administration 2.0	<a href="#">AST</a>	
<b>Architectural Drafting</b>				Banking and Finance		<a href="#">AS</a> <a href="#">CA</a>
Architecture			<a href="#">AS</a> <a href="#">CA</a>	Business Communication Skills		<a href="#">CA♦</a>
Construction Inspection			<a href="#">AS</a> <a href="#">CA</a>	Business Communications		<a href="#">CA</a>
<b>Art</b>				Business Education Core		<a href="#">CA♦</a>
Photography			<a href="#">AA</a>	Business Education Foundations		<a href="#">CA</a>
Studio Arts			<a href="#">AAT</a> <a href="#">AA</a>	Business Leadership		<a href="#">AS</a> <a href="#">CA</a>
<b>Art History</b>			<a href="#">AAT</a>	Business Management		<a href="#">AS</a>
<b>Astronomy</b>			<a href="#">AS</a>	Entrepreneurship		<a href="#">AS</a> <a href="#">CA</a> <a href="#">OSA</a>
<b>Automotive Technology</b>				General Business		<a href="#">CA</a>
Alternative Fuel Vehicle Specialist			<a href="#">AS</a> <a href="#">CA</a>	Global Business		<a href="#">AS</a> <a href="#">CA</a>
Automotive Chassis Specialist			<a href="#">AS</a> <a href="#">CA</a>	Human Resources		<a href="#">AS</a> <a href="#">CA</a>
Automotive Chassis Systems			<a href="#">CA</a>	Human Resources Management		<a href="#">OSA</a>
Automotive Electric Vehicle Technician			<a href="#">CA</a>	Logistics and Physical Distribution		<a href="#">AS</a> <a href="#">CA</a>
Automotive Engine Diagnostics Technician			<a href="#">CA</a>	Marketing		<a href="#">AS</a> <a href="#">CA</a>
Automotive Engine Performance Specialist			<a href="#">AS</a> <a href="#">CA</a>	New Media Marketing		<a href="#">CA♦</a>
Automotive Engine Repair Technician			<a href="#">CA</a>	Project Management		<a href="#">OSA</a>



Retail Management	AS	CA	<b>Computer Maintenance Technology</b>	AS	CA
Retailing and Selling	AS	CA	<b>Computer Science</b>	AS	
Workplace Readiness		CA♦	Cyber Defense	AS	
<b>Chemistry</b>	AS		Cyber Operations		CA
<b>Child Development and Education</b>			<b>Cosmetology</b>		CA
Associate Teacher Level I		CA♦	Esthetician	AS	CA
Associate Teacher Level II		CA	<b>Culinary Arts</b>		
Child and Adolescent Development	AAT		Advanced Culinary Arts	AS	CA
Early Childhood Education	AST		Basic Culinary Arts	AS	CA
Early Childhood Master Teacher		CA	Catering	AS	CA
Early Childhood Teacher		CA	<b>Dance</b>	AA	
Elementary Teacher Education	AAT		<b>Drafting Technology</b>	AS	CA
Infant Toddler Teacher		CA	<b>Economics</b>	AAT	AA
Professional Development for Preschool/TK Educator		CA	<b>Electronic Technology</b>		
Site Supervisor		CA	Analog and Digital Circuit Electronic Technology	AS	CA
<b>Cinema-Television-Radio</b>	AS	CA	Basic Analog and Digital Electronics		OSA
Cinema-Television-Radio Career Skills		CA♦	Digital Electronic Technology	AS	CA
Film, Television, and Electronic Media	AST		General Electronic Technology	AS	CA
<b>Communication Studies 2.0</b>	AAT		<b>Emergency Medical Technician</b>		OSA
<b>Computer Information Management</b>			<b>Engineering</b>	AS	
Applications Developer	AS	CA	<b>English</b>	AAT	
Business Data Analytics and Database	AS		Creative Writing	AA	
Cybersecurity/Information Security Analyst		CA	English Literature	AA	
Data Analytics		CA	<b>Environmental Science</b>	AST	
E-Commerce Specialist	AS	CA	<b>Environmental Studies</b>	AA	
Network Administrator	AS	CA	Ecological Restoration		CA
Software Specialist	AS	CA	Sustainability Studies		OSA
Web Designer	AS	CA	Water Resources and Conservation		CA
Webmaster	AS	CA	<b>Family and Consumer Sciences</b>	AS	CA

<b>Fashion Design</b>	AS	CA	Graphic Design	AS	CA
Accessory Design		OSA	Illustration/Animation	AA	CA
Advanced Fashion Design and Apparel Manufacturing		CA	Surface Design		CA♦
Costuming		CA	<b>Health Information Technology</b>		
Fashion Technology		OSA	Healthcare Technology Optimization Specialist		CA
Sustainable Fashion and Social Entrepreneurship		OSA	Public Health Informatics and Technology		CA♦
<b>Fashion Merchandising</b>	AS	CA	<b>Health Sciences</b>		
Fashion Display and Presentation	AS		AS		
Event Planner		OSA	<b>History</b>		
Fashion Stylist		OSA	AAT AA		
Visual Display and Presentation		CA	<b>Horticulture/Landscape Design</b>		
<b>Foods</b>	AS	CA	Agriculture Plant Science	AST	
<b>Gender and Sexuality Studies</b>	AA		General Horticulture		OSA
<b>General Education/Studies</b>			General Landscape Design		OSA
CSU General Education		CA	Plant Identification		OSA
General Studies - Arts & Humanities	AA		Sustainable Horticulture	AS	CA
General Studies - Interdisciplinary Studies	AA		Sustainable Landscape Design	AS	CA
General Studies - Natural Sciences	AA		Urban Farming		CA♦
General Studies - Social & Behavioral Sciences	AA		Wellness Gardening		CA♦
IGETC		CA	<b>Hospitality Management</b>		
Liberal Studies	AA		AST AS CA		
<b>Geography</b>	AAT	AA	<b>Human Services</b>		
Global Studies	AAT		Alcohol and Drug Studies	AS	CA
<b>Geology</b>	AST		Community Based Corrections		OSA
<b>Graphics</b>			Eating Disorders		OSA
Biomedical Illustration		CA	Human Services Generalist	AS	CA
Computer Graphics	AS	CA	Mental Health Worker	AS	CA
Graphic Communications	AS	CA	<b>Humanities</b>		
			AA		
			<b>Industrial Automation Fundamentals</b>		
			CA		
			<b>Interior Design</b>		
			AS		
			Interior Design Digital Production		CA
			Level I - Interior Design Foundations		CA

Level II - Interior Design	CA	Medical Insurance Billing	OSA
Level III - Interior Design Professional	CA	Medical Scribe	CA
<b>International Languages</b>		<b>Medical Laboratory Technician</b>	AS CA
Arabic	AA	<b>Music</b>	AAT AA
Chinese	AA	Basic Music Skills	CA♦
French	AA	Commercial Music	CA
German	AA	Instrumental Studies	CA
Italian	AA	Jazz Composition	CA
Japanese	AA	Jazz Studies	CA
Korean	AA	Keyboard Studies	CA
Persian	AA	Music Composition	CA
Spanish	AAT AA	Music Production Entrepreneurship	CA♦
<b>Journalism</b>	AAT	Music Production	OSA
Digital Media	CA	Piano Pedagogy	CA
Journalism and New Media	AS	Vocal Studies	CA
<b>Kinesiology</b>	AAT AA	<b>Nursing</b>	
Athletic Training	OSA	Licensed Vocational Nurse (LVN) to Registered Nurse (RN) 30-Unit Option	CA
Coaching	OSA	Registered Nurse	AS CA
Holistic Health Studies	CA♦	<b>Nutrition</b>	AS CA
Integrative Health for Fitness and Wellness Professionals	CA	Geriatric Nutrition	CA
Kinesiology - Exercise Science	AA	Nutrition and Dietetics	AST
Personal Training Specialist	CA♦	Sports Nutrition	CA
Yoga Instructor	CA♦	Sustainable Food Systems	CA
<b>Library Technician</b>	CA♦	<b>Paramedic</b>	AS CA
<b>Mathematics</b>	AST AA	<b>Philosophy</b>	AAT AA
<b>Medical Assistant</b>		<b>Physics</b>	AST AS
Administrative Medical Assistant	CA	<b>Political Science</b>	AAT AA
Clinical Medical Assistant	CA	<b>Psychology</b>	AAT
Comprehensive Medical Assistant	CA	<b>Real Estate</b>	AS CA♦

Real Estate Appraisal	AS	CA♦	Scenic Art and Painting	OSA
Real Estate Escrow	AS	CA	Theatre Arts Entertainment and Theatre Technology	CA
<b>Sociology</b>	AAT		Theatre Arts Performance and Acting	AA
Aging Studies		CA	Theatre Arts Technical Theatre	AA
Aging Studies Interdisciplinary		CA♦	<b>Travel and Tourism</b>	AS CA
<b>Theatre Arts</b>	AAT			
Musical Theatre		AA		

## Programs A-Z

### ACCESSORY DESIGN - Occupational Skills Award

#### Summary

The Accessory Design Occupational Skills Award prepares students with the skills necessary to become a successful designer of shoes, bags, millinery, jewelry, small leather goods, shawls, ties, pocket squares and other accessories. The curriculum provides students with instruction and practice in design skills, product development, technical skills, sourcing materials, and manufacturing the final goods. Students will experience designing a line from initial concept to final creation. Students have the option of taking a course to prepare for the Apparel Information Management System (AIMS) exam and will receive certification upon passing of exam.

After completion of the skills award, students will be eligible for a position in the following areas: assistant accessory designer, accessory designer, shoe designer, high performance shoe designer, milliner, handbag designer, small leather goods designer, technical designer for accessories, accessory product developer, sourcing and manufacturer of accessories.

#### Learning Outcome(s):

- Produce a professional portfolio showcasing accessory design and construction skills.
- Develop a line of accessories tracing process from initial product concept to final sample product.
- Create a manufacturing plan complete with: sourcing product, product specification sheets, and final cost analysis.
- Design and execute footwear or millinery projects developing skills and knowledge of their unique manufacturing process.
- Utilize current industry technology available to develop and market product.

#### Requirements

##### Required Core:

**Units: 13.0-14.0**

FASH 100	SEWING FOR FASHION DESIGN I	3.0
<i>Select one</i>		2.0-3.0
FASH 217	FOOTWEAR DESIGN AND CONSTRUCTION	2.0
OR		
FASH 223	MILLINERY DESIGN	3.0
FASH 240	DYE PROCESSES ON FABRICS	3.0
<i>Select FASH 155 OR FASH 204 AND FASH 225</i>		2.0
FASH 155 * <	THE DIGITAL FASHION IMAGE	2.0
OR		
FASH 204 <	UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION	1.0
AND		
FASH 225 <	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0
FASH 224	ACCESSORY DESIGN	3.0

**Total: 13.0-14.0**

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

< Take FASH 155 OR both FASH 204 and FASH 225.

### ACCOUNTING - A.S. Degree

#### Summary

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

### Learning Outcome(s):

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

## Requirements

### Required Core:

**Units: 26.0-27.0**

ACCT 1A	FINANCIAL ACCOUNTING	4.0
<i>Select one</i>		3.0-4.0
ACCT 1B *	MANAGERIAL ACCOUNTING	4.0
OR		
ACCT 203 *	COST ACCOUNTING	3.0
ACCT 202A *	INTERMEDIATE ACCOUNTING I	3.0
ACCT 202B *	INTERMEDIATE ACCOUNTING II	3.0
ACCT 216 *	INDIVIDUAL INCOME TAX	4.0
ACCT 217 *	PARTNERSHIP AND CORPORATE TAXATION	3.0
ACCT 275 *	AUDITING	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements and to the Associate Degree – General Education Requirements in this catalog for specific courses which meet general education requirements.

**Total units does not include all units required for the degree.**

**Total: 26.0-27.0**

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

## ACCOUNTING - Certificate of Achievement

### Summary



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

### Learning Outcome(s):

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

## Requirements

### Required Core:

**Units: 26.0-27.0**

ACCT 1A	FINANCIAL ACCOUNTING	4.0
<i>Select one</i>		3.0-4.0
ACCT 1B *	MANAGERIAL ACCOUNTING	4.0
OR		
ACCT 203 *	COST ACCOUNTING	3.0
ACCT 202A *	INTERMEDIATE ACCOUNTING I	3.0
ACCT 202B *	INTERMEDIATE ACCOUNTING II	3.0
ACCT 216 *	INDIVIDUAL INCOME TAX	4.0
ACCT 217 *	PARTNERSHIP AND CORPORATE TAXATION	3.0
ACCT 275 *	AUDITING	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0

**Total: 26.0-27.0**

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

## ADMINISTRATIVE ASSISTANT - A.S. Degree

### Summary

The Administrative Assistant program prepares individuals for employment in key staff positions or enhances existing skills of office assistants, office managers, and other professionals. Students will learn a broad range of computer competencies targeting a diverse and multicultural workforce. Students who pursue a career as an Administrative Assistant will use their job skills in technical professional business environments.

### Learning Outcome(s):

- Demonstrate key skills for employment in the areas of Administrative Assistant and Executive Administrative Assistant.
- Apply job skills in technical professional business environments.
- Demonstrate comprehensive, broad range computer competencies targeting a diverse and multicultural workforce.

## Requirements

### Required Core:

**Units: 18.0-19.0**

BUS 103	BUSINESS ENGLISH	3.0
<i>Select one</i>		3.0-4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMA 102	WORD PROCESSING - WORD	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 108	BUSINESS PRESENTATIONS - POWERPOINT	3.0
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0

**Restricted Electives:****Units: 3.0**

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
CIM 120	COMPUTER LITERACY	1.5
CIMA 106	DATABASE - ACCESS	3.0
CIMA 212	MANAGING PROJECTS WITH MICROSOFT PROJECT	3.0
CIMA 223A	COMPUTERIZED ACCOUNTING - QUICKBOOKS--BEGINNING	1.5
CIMA 223B *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--ADVANCED	1.5
CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING	3.0
CIMW 100B *	WEB SITE DEVELOPMENT - HTML--ADVANCED	1.5
CIMW 140	CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)	3.0
CIMW 207	SOCIAL MEDIA & WEB FUNDAMENTALS	1.5

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 21.0-22.0**

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

**ADMINISTRATIVE ASSISTANT - Certificate of Achievement****Summary**

The Administrative Assistant Certificate program prepares individuals for employment in key staff positions or enhances existing skills of office assistants, office managers, and other professionals. Students will learn a broad range of computer competencies targeting a diverse and multicultural workforce. Students who pursue a career as an Administrative Assistant will use their job skills in technical professional business environments.

**Learning Outcome(s):**

- Demonstrate key skills for employment in the areas of Administrative Assistant and Executive Administrative Assistant.
- Apply job skills in technical professional business environments.
- Demonstrate comprehensive, broad range computer competencies targeting a diverse and multicultural workforce.

## Requirements

### Required Core:

**Units: 18.0-19.0**

BUS 103	BUSINESS ENGLISH	3.0
<i>Select one</i>		3.0-4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMA 102	WORD PROCESSING - WORD	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 108	BUSINESS PRESENTATIONS - POWERPOINT	3.0
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0

### Restricted Electives:

**Units: 3.0**

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
CIM 120	COMPUTER LITERACY	1.5
CIMA 106	DATABASE - ACCESS	3.0
CIMA 212	MANAGING PROJECTS WITH MICROSOFT PROJECT	3.0
CIMA 223A	COMPUTERIZED ACCOUNTING - QUICKBOOKS--BEGINNING	1.5
CIMA 223B *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--ADVANCED	1.5
CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING	3.0
CIMW 100B *	WEB SITE DEVELOPMENT - HTML--ADVANCED	1.5
CIMW 140	CSS (CASCAIDING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)	3.0
CIMW 207	SOCIAL MEDIA & WEB FUNDAMENTALS	1.5

**Total: 21.0-22.0**

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

## ADMINISTRATIVE MEDICAL ASSISTANT - Certificate of Achievement

### Summary

The Administrative Medical Assistant program prepares the student for employment as an administrative (front office) medical assistant in a physician's office, clinic or outpatient center. This certificate program is designed to help meet industry demand by offering education and training on soft skills, appointment scheduling, reception duties, managing patient medical records, insurance authorizations, reimbursement and coding for the medical office or clinic. Students complete a 150 hours of supervised training in a medical office or clinic. Proof of medical malpractice insurance, current Basic Life Support (BLS) CPR certification and health clearance are required for the clinical experience. All students complete a background check and drug screening prior to enrolling in MA 217A. A minimum grade of "C" in all courses is required. Letter grade only. Upon completion of this certificate program, students may sit for the California Certification Board of Medical Assistant (CCMBA) certification examination (CCMA) and the American Academy of Professional Coder (AAPC), Certified Practice Coder (CPC) certification examination.

Several courses also articulate into the Healthcare Technology Optimization Specialty certificate program, which affords additional career training in healthcare.

### Learning Outcome(s):

- Demonstrate administrative medical skills
- Describe legal and ethical practices related to medical care
- Demonstrate medical office employability skills

## Requirements

<b>Required Core:</b>		<b>Units: 24.0</b>
MA 206	INTRODUCTION TO MEDICAL ASSISTING	3.0
MA 224A	BASICS OF MEDICAL INSURANCE, BILLING AND REIMBURSEMENT	3.0
MA 280	HEALTHCARE ORGANIZATION PRACTICES	3.0
MA 282	FUNDAMENTALS OF MEDICAL PRACTICE CODING	3.0
HSC 104	MEDICAL TERMINOLOGY	3.0
HSC 106	LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION	3.0
HSC 107 *	HUMAN BODY FUNDAMENTALS	3.0
MA 217A *	MEDICAL ASSISTING CLINICAL EXPERIENCE--ADMINISTRATIVE	3.0
<b>Restricted Electives: Select one course from the following</b>		<b>Units: 3.0</b>
HSC 230	CERTIFIED PROFESSIONAL CODER(CPC) EXAM PREPARATION	3.0
HSC 234	CERTIFIED CODING SPECIALIST (CCS) EXAM PREPARATION	3.0
CIM 112	MICROSOFT OFFICE	3.0

**Total: 27.0**

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

## ADVANCED CULINARY ARTS - A.S. Degree

### Summary

The Advanced Culinary Arts Associate of Science program prepares students for many contemporary employment opportunities within the restaurant and hospitality industries as professional culinarians. Some of these positions include, but are not limited to, institution and cafeteria cooks, private household cooks, food preparation workers, food service managers, chefs and head cooks, first line supervisors of food preparation and serving workers, and line and prep cooks in all areas of restaurant and hospitality industries. The program offers coursework for both career training and professional improvement. Students will be provided with the essential skills of sanitation, foundational and advanced cooking and baking, various ethnic and regional cuisines as well as operations and production in order to reach their career goals and to be competitive in the marketplace.

### Learning Outcome(s):

- Demonstrate preparation for entry-level employment in the hospitality industry.
- Demonstrate basic fundamental knowledge and skills related to the culinary arts.
- Demonstrate competence in food production while using safety and sanitation protocol necessary for employment in the culinary arts.

## Requirements

<b>Required Core:</b>		<b>Units: 35.0-37.0</b>
<i>Select one</i>		0.0-2.0
FN 171 *	SANITATION AND SAFETY	2.0

OR		
FN 210 **	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
	ServSafe Certification	
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 142 *	CLASSICAL FRENCH CUISINE	2.0
FN 173 *	CATERING AND BANQUETS	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 241 *	CULINARY PRINCIPLES II	3.0
FN 244 *	BAKING FUNDAMENTALS I	3.0
FN 245 *	BAKING FUNDAMENTALS II	3.0
FN 176	FOOD AND BEVERAGE OPERATIONS	3.0
<i>Select both</i>		3.0
CWE 180 †	CO-OP-ED CULINARY ARTS	2.0
AND		
FN 261 †	INTERNSHIP	1.0
<i>Select one</i>		3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
OR		
FN 205	NUTRITION FOR CULINARY PROFESSIONALS	3.0

**Restricted Electives: Select two courses****Units: 2.0-6.0**

FN 220 *	FRENCH BISTRO CUISINE	2.0
FN 232 *	TECHNIQUES OF HEALTHY COOKING	2.0
FN 140 *	WORLD CUISINES	2.0
FN 222 *	CHINESE CUISINE	2.0
FN 223 *	ASIAN CUISINE	2.0
FN 226 *	MEXICAN CUISINE	2.0
FN 227 *	MEDITERRANEAN CUISINE	2.0
FN 228 *	ITALIAN CUISINE	2.0
FN 230 *	VEGETARIAN CUISINE	2.0
FN 236 *	AMERICAN REGIONAL CUISINE	2.0
FN 281	FLAVOR DYNAMICS	3.0
FN 235	EUROPEAN REGIONAL FOODS TOUR	2.0
FN 282	INTRODUCTION TO HERBS	2.0
FN 286 *	SUGAR CONFECTIONERY	1.0
FN 287 *	CHOCOLATE CONFECTIONERY	1.0
FN 288 *	ADVANCED BAKING AND PASTRY	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 37.0-43.0**

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

† Recommended to be taken in the last semester of the program.

☆ Students with valid California ServSafe Certification may have this core requirement waived.

## ADVANCED CULINARY ARTS - Certificate of Achievement

### Summary

The Advanced Culinary Arts Certificate of Achievement program prepares students for many contemporary employment opportunities within the restaurant and hospitality industries as professional culinarians. Some of these positions include, but are not limited to, institution and cafeteria cooks, private household cooks, food preparation workers, food service managers, chefs and head cooks, first line supervisors of food preparation and serving workers, and line and prep cooks in all areas of restaurant and hospitality industries. The program offers coursework for both career training and professional improvement. Students will be provided with the essential skills of sanitation, foundational and advanced cooking and baking, various ethnic and regional cuisines, as well as operations and production in order to reach their career goals and to be competitive in the marketplace.

### Learning Outcome(s):

- Demonstrate preparation for entry-level employment in the hospitality industry.
- Demonstrate basic fundamental knowledge and skills related to the culinary arts.
- Demonstrate competence in food production while using safety and sanitation protocol necessary for employment in the culinary arts.

### Requirements

#### Required Core:

**Units: 35.0-37.0**

<i>Select one</i>		0.0-2.0
FN 171 ☆	SANITATION AND SAFETY	2.0
OR		
FN 210 ☆	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 142 *	CLASSICAL FRENCH CUISINE	2.0
FN 173 *	CATERING AND BANQUETS	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 241 *	CULINARY PRINCIPLES II	3.0
FN 244 *	BAKING FUNDAMENTALS I	3.0
FN 245 *	BAKING FUNDAMENTALS II	3.0
FN 176	FOOD AND BEVERAGE OPERATIONS	3.0
<i>Select both</i>		3.0
CWE 180 †	CO-OP-ED CULINARY ARTS	2.0
AND		
FN 261 †	INTERNSHIP	1.0



<i>Select one</i>		3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
OR		
FN 205	NUTRITION FOR CULINARY PROFESSIONALS	3.0

**Restricted Electives: Select two courses****Units: 2.0-6.0**

FN 220 *	FRENCH BISTRO CUISINE	2.0
FN 232 *	TECHNIQUES OF HEALTHY COOKING	2.0
FN 140 *	WORLD CUISINES	2.0
FN 222 *	CHINESE CUISINE	2.0
FN 223 *	ASIAN CUISINE	2.0
FN 226 *	MEXICAN CUISINE	2.0
FN 227 *	MEDITERRANEAN CUISINE	2.0
FN 228 *	ITALIAN CUISINE	2.0
FN 230 *	VEGETARIAN CUISINE	2.0
FN 236 *	AMERICAN REGIONAL CUISINE	2.0
FN 281	FLAVOR DYNAMICS	3.0
FN 235	EUROPEAN REGIONAL FOODS TOUR	2.0
FN 282	INTRODUCTION TO HERBS	2.0
FN 286 *	SUGAR CONFECTIONERY	1.0
FN 287 *	CHOCOLATE CONFECTIONERY	1.0
FN 288 *	ADVANCED BAKING AND PASTRY	3.0

**Total: 37.0-43.0**

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

† Recommended to be taken in the last semester of the program.

‡ Students with valid California ServSafe Certification may have this core requirement waived.

## ADVANCED FASHION DESIGN AND APPAREL MANUFACTURING - Certificate of Achievement

### Summary

The Advanced Fashion Design and Apparel Manufacturing certificate prepares Fashion Design students to enter the field of fashion design and apparel manufacturing. It explores the fashion industry and apparel line development from concept to creation. Coursework provides opportunities for students to develop skills further in industrial sewing and advanced garment construction with courses featuring advanced sewing, couture sewing, tailoring, advanced/ CAD pattern making, and advanced draping. Additionally, this program provides students with the skills necessary to develop their own line of clothing with courses in apparel design, designing for the fashion industry, Illustrator, and Photoshop. Students will explore textiles, sourcing, spec sheets and pricing. Students will be encouraged to push their creativity and entrepreneurship. All Fashion Design majors will complete an industry internship, create an industry resume/portfolio and tour major fashion companies in the southern CA area. All students will have the opportunity to participate and show their work in the annual fashion show. Students who complete the Fashion Design program and then complete this advanced program will not only be able to design clothing but will also be able to participate in many of the manufacturing processes. They will be prepared for entry level positions in occupations that include: Assistant Fashion Designer, Design Room Assistant, Advanced Sewing Machine Operator, Sourcing Specialist, Tailor, Dressmaker, Custom Sewer, Fabric and Apparel Patternmaker, CAD Patternmaker, Alteration and Fitting Specialist, Technical Designer, and Fashion Entrepreneur.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their advanced design skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.

- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their advanced design skills. This will increase job opportunities in the field as well as promotion for those already employed.
- Design a line of clothing from concept to creation with constructed samples and manufacturing plan.

## Requirements

### Required Core:

**Units: 48.0-49.0**

FASH 31	TEXTILES	3.0
FASH 101	INTRODUCTION TO FASHION CAREERS	3.0
FASH 111 *	SEWING FOR FASHION DESIGN II	3.0
<i>Select one</i>		3.0
FASH 112 *	FASHION SEWING--ADVANCED	3.0
OR		
FASH 211 *	ADVANCED DRESSMAKING AND CUSTOM SEWING	3.0
OR		
FASH 120 *	TAILORING	3.0
FASH 113 *	COUTURE SEWING	2.0
<i>Select one</i>		3.0
FASH 124 *	WEARABLE ART	3.0
OR		
FASH 240	DYE PROCESSES ON FABRICS	3.0
OR		
FASH 205 *	CORSET CONSTRUCTION	3.0
FASH 130 *	FLAT PATTERN DESIGN	4.0
FASH 132 *	DRAPING FASHION DESIGNS	3.0
<i>Select one</i>		3.0
FASH 136 *	APPAREL DESIGN	3.0
OR		
FASH 251 *	DESIGNING FOR A CAUSE AND SUSTAINABLE FASHION	3.0
OR		
FASH 224	ACCESSORY DESIGN	3.0
<i>Select one</i>		3.0
FASH 141	APPAREL SELECTION	3.0
OR		
FASH 230	ALTERATIONS AND FITTING	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
<i>Select both</i>		2.0
FASH 145 * §	INTERNSHIP	1.0
AND		
CWE 180 * †	CO-OP-ED FASHION	1.0
FASH 150	FASHION APPAREL AND PROFESSIONAL TECHNIQUES	3.0
FASH 154	FASHION ILLUSTRATION	3.0
<i>Select one</i>		1.0
FASH 247	SPECIAL EVENTS PARTICIPATION	1.0
OR		
FASH 254	FASHION IN SOUTHERN CALIFORNIA	1.0

<i>Select one</i>		2.0-3.0
FASH 234 *	ADVANCED PATTERN AND DESIGN TECHNIQUES	2.0
OR		
FASH 238 *	ADVANCED DRAPING AND FASHION DESIGN	2.0
OR		
FASH 131 *	CAD PATTERNMAKING WITH TUKATECH	3.0
FASH 235 *	DESIGNING FOR THE FASHION INDUSTRY	2.0
<i>Select FASH 155 or FASH 204 and FASH 225</i>		2.0
FASH 155 * «	THE DIGITAL FASHION IMAGE	2.0
OR		
FASH 204 «	UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION	1.0
AND		
FASH 225 «	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0

**Restricted Electives: Select two courses****Units: 2.0**

FASH 212	CONSTRUCTION LAB	1.0
FASH 213 *	DESIGNER'S LAB	1.0
FASH 214 *	COUTURE LAB	1.0
FASH 216	COSTUMER'S LAB	1.0
FASH 219	DRESSMAKING LAB	1.0
FASH 220 *	TAILOR'S LAB	1.0

**Total: 50.0-51.0**

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

« Take FASH 155 OR both FASH 204 and FASH 225.

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180.

## ADVANCED MANUFACTURING - A.S. Degree

### Summary

Advanced Manufacturing addresses the competencies required by technical, engineering, and management professionals working in industry where products are designed and developed, with specific emphasis on manufacturing and model making, using Additive and Subtractive Manufacturing.

The program is designed to develop a solid educational foundation for graduates to work closely with engineers, designers, and professionals in multiple industries, using additive processes for product development, 3D visualization, art, entertainment, architecture, and medical modeling. Automotive, aerospace, defense, medical devices, and green technology are the primary industries within the advanced manufacturing sector. Classroom work in project design is combined with learning laboratory experience utilizing project-based learning. Students will gain valuable hands-on experience using some of the most advanced equipment available. This is a high unit major and students may not be able to complete the associate degree within two years.

### Learning Outcome(s):

- Communicate designs in at least one of the languages of mechanical drafting used in manufacturing design: AutoCAD, Solidworks, or Mastercam.
- Demonstrate use of machines commonly found in manufacturing and in rapid prototyping.
- Demonstrate a working knowledge by hands on problem solving of model making, mold making, and casting processes used in manufacturing.

## Requirements

### Required Core

**Units: 34.0**

<i>Select one</i>		3.0
DR 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
<i>Select one</i>		3.0
DR 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
OR		
ARCH 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
<i>Select one</i>		3.0
MFG 204 *	3D COMPUTER AIDED DESIGN - SOLIDWORKS	3.0
OR		
DR 200 *	3D PARAMETRIC MODELING - SOLIDWORKS	3.0
MFG 200 *	INTRODUCTION TO RAPID PROTOTYPING TECHNOLOGY	3.0
MFG 207	CNC COMPUTER NUMERICAL CONTROL PROGRAMMING I	3.0
MFG 201 *	ADVANCED CAD MODEL MAKING AND TOOLING	3.0
MFG 202	INDUSTRIAL MATERIALS	2.0
MFG 203	INTRODUCTION TO MANUFACTURING PROCESSES	2.0
DR 202 *	GEOMETRIC DIMENSIONING AND TOLERANCING	3.0
MFG 208 *	CNC COMPUTER NUMERICAL CONTROL PROGRAMMING II	3.0
MFG 205	SILICONE AND URETHANE MOLD MAKING	3.0
MFG 206 *	RESIN AND FOAM CASTING	3.0

### Restricted Electives: Select one course

**Units: 2.0-3.0**

DR 201 *	ADVANCED 3D PARAMETRIC MODELING - SOLIDWORKS	3.0
DR 51 *	COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 51 *	COMPUTER-AIDED DRAFTING	3.0
ET 201	ROBOTICS FUNDAMENTALS	2.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 36.0-37.0**

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

## ADVANCED MANUFACTURING - Certificate of Achievement

## Summary

Advanced Manufacturing addresses the competencies required by technical, engineering, and management professionals working in industry where products are designed and developed, with specific emphasis on manufacturing and model making using Additive and Subtractive Manufacturing.

The program is designed to develop a solid educational foundation for graduates to work closely with engineers, designers, and professionals in multiple industries, using additive processes for product development, 3D visualization, art, entertainment, architecture, and medical modeling. Automotive, aerospace, defense, medical devices, and green technology are the primary industries within the advanced manufacturing sector. Classroom work in project design is combined with learning laboratory experience utilizing project-based learning. Students will gain valuable hands-on experience using some of the most advanced equipment available.

### Learning Outcome(s):

- Communicate designs in at least one of the languages of mechanical drafting used in manufacturing design: AutoCAD, Solidworks, or Mastercam.
- Demonstrate use of machines commonly found in manufacturing and in rapid prototyping.
- Demonstrate a working knowledge by hands on problem solving of model making, mold making, and casting processes used in manufacturing.

## Requirements

### Required Core:

**Units: 34.0**

<i>Select one</i>		3.0
DR 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
<i>Select one</i>		3.0
DR 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
OR		
ARCH 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
<i>Select one</i>		3.0
MFG 204 *	3D COMPUTER AIDED DESIGN - SOLIDWORKS	3.0
OR		
DR 200 *	3D PARAMETRIC MODELING - SOLIDWORKS	3.0
MFG 200 *	INTRODUCTION TO RAPID PROTOTYPING TECHNOLOGY	3.0
MFG 207	CNC COMPUTER NUMERICAL CONTROL PROGRAMMING I	3.0
MFG 201 *	ADVANCED CAD MODEL MAKING AND TOOLING	3.0
MFG 202	INDUSTRIAL MATERIALS	2.0
MFG 203	INTRODUCTION TO MANUFACTURING PROCESSES	2.0
DR 202 *	GEOMETRIC DIMENSIONING AND TOLERANCING	3.0
MFG 208 *	CNC COMPUTER NUMERICAL CONTROL PROGRAMMING II	3.0
MFG 205	SILICONE AND URETHANE MOLD MAKING	3.0
MFG 206 *	RESIN AND FOAM CASTING	3.0

### Restricted Electives: Select one course

**Units: 2.0-3.0**

DR 201 *	ADVANCED 3D PARAMETRIC MODELING - SOLIDWORKS	3.0
DR 51 *	COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 51 *	COMPUTER-AIDED DRAFTING	3.0
ET 201	ROBOTICS FUNDAMENTALS	2.0

**Total: 36.0-37.0**

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

## AGING STUDIES - Certificate of Achievement

### Summary

The Aging Studies Certificate is a multidisciplinary approach to the study of aging, the aging process, and working with older adults. Biological, sociological, and psychological aspects of aging are explored. The certificate aims to educate individuals seeking a career in the field of aging, pursuing advancement in their careers, and/or who desire to expand their knowledge for personal growth. The certificate allows students to choose elective courses and provides suggested pathways and career objectives. Employment opportunities may include: business, marketing, environmental design, nutrition, health, recreation, fitness, food services/preparation, social/human services, senior communities, home health care, caregiving, and travel. Additional certification, degrees, and/or training may be required for the fields listed depending on the employer and occupation.

### Learning Outcome(s):

- Explain the key sociological, psychological, and biological concepts associated with the study of aging.
- Apply theoretical perspectives to analyze current and historical topics associated with the study of aging.
- Evaluate the family, government, and community support systems for diverse groups of aging individuals.
- Demonstrate knowledge and skills in one of the suggested pathways of study within the Aging Studies Certificate Program.

### Requirements

#### Required Core:

**Units: 12.0**

SOC 180	INTRODUCTION TO AGING	3.0
SOC 16	DEATH AND DYING	3.0
PSYC 25 *	PSYCHOLOGY OF AGING	3.0
SOC 125	SOCIOLOGY OF AGING	3.0

#### Restricted Electives:

**Units: 9.0-10.0**

Pathways are suggested areas of focus, but completion of any of the courses on the restricted electives list can be used to complete the elective unit requirement.

#### Pathway 1 - Business

ACCT 120	INTRODUCTION TO FINANCIAL PLANNING	3.0
BUS 16	PERSONAL LAW, STREET LAW	3.0
BUS 135	MARKETING	3.0
BUS 160	ENTREPRENEURSHIP	3.0

#### Pathway 2 - Environmental Design

ARCH 124A	ARCHITECTURAL DRAWING I	4.0
ARCH 219 *	RESIDENTIAL AND COMMERCIAL SPACE PLANNING	4.0
ARCH 163	INTERNATIONAL BUILDING CODE INSPECTION	4.0
<i>Select one</i>		
ID 214 *	BATH DESIGN	3.0
OR		
ID 215 *	KITCHEN DESIGN	3.0

#### Pathway 3 - Foods/Nutrition



FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 161 *	CLINICAL NUTRITION	3.0
FN 169 *	LIFECYCLE NUTRITION	3.0
FN 210	SERVSAFE IN FOOD PRODUCTION	1.0
FN 232 *	TECHNIQUES OF HEALTHY COOKING	2.0

#### Pathway 4 - Health

HLTH 1	CONTEMPORARY HEALTH ISSUES	3.0
HLTH 2	FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5
HSC 106	LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION	3.0
HSC 291	MANAGEMENT OF AGGRESSIVE BEHAVIOR IN HEALTHCARE SETTINGS	0.5
HIT 101	ALTERNATIVE HEALTHCARE DELIVERY SYSTEMS	2.0
MA 206	INTRODUCTION TO MEDICAL ASSISTING	3.0

#### Pathway 5 - Recreation/Fitness

<i>Select one</i>		
HSC 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
OR		
KNEA 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
KNES 51	INTRODUCTION TO KINESIOLOGY	3.0
KNES 52	FUNDAMENTALS OF HUMAN MOVEMENT	3.0
KNES 60 *	ANATOMY AND FUNDAMENTALS OF YOGA	3.0

#### Pathway 6 - Human Services

HS 100 *	INTRODUCTION TO HUMAN SERVICES	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0
HS 105	ETHICAL ISSUES AND CLIENTS' RIGHTS	3.0
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY	3.0

**Total: 21.0-22.0**

\* Course has a prerequisite, co-requisite, limitation, or recommended preparation; see course description

## AGING STUDIES INTERDISCIPLINARY - Certificate of Achievement

### Summary

The Aging Studies Interdisciplinary Certificate focuses on the study of aging, the aging process, and working with older adults in a variety of capacities. Sociological, psychological, and biological aspects of aging are explored. This certificate aims to educate individuals about the field of aging, while also allowing them to complete coursework in other associated areas of interest. The goal of the certificate is to primarily equip students who are working toward completing (or have completed) related certificates, degrees, or programs, and/or work in the field of aging with foundational knowledge in gerontology. The interdisciplinary certificate allows students to choose elective courses that match pathways that fit within their current area of study. Career opportunities may include: business, marketing, environmental design, nutrition, nursing, medical assisting, health, wellness, recreation, fitness, food services/preparation, human services, senior communities, home health care, caregiving, and travel/tourism. Additional certification, degrees, and/or training may be required for the fields listed depending on the employer and occupation.

**Learning Outcome(s):**

- Explain the key sociological, psychological, and biological concepts associated with the study of aging.
- Apply theoretical perspectives to analyze current and historical topics associated with the study of aging.
- Evaluate the family, government, and community support systems for diverse groups of aging individuals.
- Demonstrate knowledge and skills in one of the suggested pathways of study within the Aging Studies Certificate Program.

**Requirements**

<b>Required Core:</b>	<b>Units: 3.0</b>
SOC 180      INTRODUCTION TO AGING	3.0

<b>Required Core: Select two courses</b>	<b>Units: 6.0</b>
PSYC 25 *      PSYCHOLOGY OF AGING	3.0
SOC 125      SOCIOLOGY OF AGING	3.0
SOC 16      DEATH AND DYING	3.0

<b>Restricted Electives: Choose a minimum of 3-4 units based on the student's pathway:</b>	<b>Units: 3.0-4.0</b>
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**Pathway: Business**

ACCT 120      INTRODUCTION TO FINANCIAL PLANNING	3.0
BUS 16      PERSONAL LAW, STREET LAW	3.0
BUS 105      SOCIAL MEDIA MARKETING	3.0
BUS 135      MARKETING	3.0
BUS 160      ENTREPRENEURSHIP	3.0

**Pathway: Environmental Design**

ARCH 124A      ARCHITECTURAL DRAWING I	4.0
ARCH 219 *      RESIDENTIAL AND COMMERCIAL SPACE PLANNING	4.0
ID 210 *      HOSPITALITY DESIGN	3.0
ID 214 *      BATH DESIGN	3.0
ID 215 *      KITCHEN DESIGN	3.0

**Pathway: Foods/Nutrition**

FN 50      FUNDAMENTALS OF NUTRITION	3.0
FN 110 *      FOOD PREPARATION ESSENTIALS	3.0
FN 169 *      LIFECYCLE NUTRITION	3.0
FN 210      SERVSAFE IN FOOD PRODUCTION	1.0
FN 232 *      TECHNIQUES OF HEALTHY COOKING	2.0
FN 246 *      INTRODUCTION TO CULINARY ARTS	3.0

**Pathway: Health and Well-Being**

HLTH 1      CONTEMPORARY HEALTH ISSUES	3.0
HLTH 2      FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5
HLTH 3      WOMEN'S HEALTH ISSUES	3.0
<i>Select one</i>	
HSC 151      INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
OR	
KNEA 151      INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0

KNES 60 *	ANATOMY AND FUNDAMENTALS OF YOGA	3.0
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### Pathway: Health Sciences

HIT 101	ALTERNATIVE HEALTHCARE DELIVERY SYSTEMS	2.0
HSC 106	LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION	3.0
HSC 291	MANAGEMENT OF AGGRESSIVE BEHAVIOR IN HEALTHCARE SETTINGS	0.5
MA 206	INTRODUCTION TO MEDICAL ASSISTING	3.0
N 204	BEGINNING NURSING CONCEPTS	2.0

### Pathway: Human Services

HS 120	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0

**Total: 12.0-13.0**

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

## AGRICULTURE PLANT SCIENCE - AS-T Degree

### Summary

As a part of the Sustainable Horticulture Program, the Associate in Science in Agriculture Plant Science is an interdisciplinary degree in Plant and Soil Science, (Sustainable/Ornamental) Horticulture, (Urban) Agriculture, Chemistry, Economics, Statistics, or related majors in the CSU system. Through the courses offered, students will learn a broad spectrum of subjects, including plant propagation, breeding, biotechnology, scientific research and laboratory skills, and, sustainable/ornamental horticulture. This program is formative for students interested in pursuing (sustainable/ornamental) horticulture or (urban) farming professions. Earning the Associate in Science for Transfer degree may support attempts to gain entry-level employment in fields such as urban farms, wholesale or retail nurseries, agronomic or entomologic labs, or, golf courses.

The goal of this degree is to provide students with foundational knowledge of the agriculture plant science field and a strong academic preparation for transferring to a CSU campus. Successful completion of the transfer degree in Agriculture Plant Science guarantees the student acceptance to a California State University (but does not guarantee acceptance to a particular campus or major) to pursue a baccalaureate degree in Plant Science, Agriculture, Agricultural and Environmental Plant Sciences, Agricultural Science, Agriculture Education, Agriculture Studies, (Sustainable/Ornamental) Horticulture, (Urban) Agriculture, or related majors. Upon completion of a baccalaureate degree, students are well prepared for a career as a plant scientist or researcher, (urban) farm manager, agriculture educator, bio-tech engineer, agronomist, arborist, crop scientist, entomologist, nursery manager, landscape manager or turf management specialist, and, more.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Communicate and present well with learned contents, when interacting with colleagues and clients, by demonstrating, assessing and performing for (urban) agriculture and (sustainable/ornamental) horticulture.
- Demonstrate the ability to identify, evaluate, and recommend plants, including fruits and vegetables, which are sustainable to the local environment.
- Identify and implement fundamental principles of (urban) farming and (sustainable/ornamental) horticulture with practical applications.

## Requirements

Required Core:		Units: 17.0
HORT 113	SOILS AND FERTILIZERS	3.0
CHEM 3 *	FUNDAMENTAL CHEMISTRY	4.0
<i>Select one</i>		3.0
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0
<b>List A: Select one</b>		<b>Units: 3.0</b>
HORT 112	PLANT PROPAGATION	3.0
HORT 10	PLANT MATERIALS-ORNAMENTAL	3.0
HORT 11	PLANT MATERIALS-EDIBLES	3.0
		<b>Total: 20.0</b>

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

## ALCOHOL AND DRUG STUDIES - A.S. Degree

### Summary

The Alcohol and Drug Studies program is accredited by the California Association for Alcohol and Drug Educators (CAADE) and it integrates theory, knowledge, and practical experience in the development of skills necessary to work with individuals and families affected by Substance Use Disorders (SUD), as well as employers of individuals affected by SUD. The Alcohol and Drug Studies program prepares students to take the exam for Certified Addiction Counselors with a state-approved certifying organization. This program option combines the Human Services behavioral core skills training and clinical supervised experiential learning in beginning and advanced practicums in SUD fieldwork settings. The Alcohol and Drug Studies program prepares students for career development in field of behavioral health and the helping professions. Completion of the five (5) Human Services Core Courses are prerequisites for the application to Fieldwork and Seminar I [HS 110] (Beginning Practicum) course and is required for the completion of the Alcohol and Drug Studies Associate of Science degree. Visit the Human Services website at [www.saddleback.edu/programs-degrees/all-programs/human-services](http://www.saddleback.edu/programs-degrees/all-programs/human-services) to review the Alcohol and Drug Studies Roadmap. Fieldwork and Seminar Information Sessions are scheduled at the end of the fall and spring semesters to inform students of the application process for HS 110. Check the Human Services website for the dates and times.

The application process is competitive, and completion of an application does not guarantee acceptance into the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course. A minimum grade of "C" in all courses is required to receive the certificate. Students who successfully complete the Fieldwork and Seminar I [HS 110] (Beginning Practicum)

course may self-enroll in the Fieldwork & Seminar II [HS 150] (Advanced Practicum) course. Students must meet current health and safety requirements for placement.

Potential Careers: Certified Addiction Treatment Counselor, Case Manager, Community Outreach Worker, Halfway House Worker, Intake Specialist, Rehabilitation Case Worker, Residential/House Manager.

### Learning Outcome(s):

- Demonstrate best-practice counseling approaches for individuals and families affected by Substance Use Disorders (SUD).
- Utilize effective communication and active listening skills and group counseling facilitation skills.
- Demonstrate the effective use of addiction counseling competencies.
- Apply Human Services behavioral core skills and experiential training in an addiction treatment setting.
- Demonstrate the knowledge, skills, and professional attitudes required for effective delivery of addiction treatment services.
- Apply the Four Transdisciplinary Foundations and Eight Practice Dimensions and Competencies of the Center for Substance Abuse Treatment.

## Requirements

### Required Core:

**Units: 37.0**

HS 100	INTRODUCTION TO HUMAN SERVICES	3.0
HS 101 *	ADDICTION STUDIES COUNSELING SKILLS	3.0
HS 105	ETHICAL ISSUES AND CLIENTS' RIGHTS	3.0
HS 110 *	FIELD INSTRUCTION AND SEMINAR I	3.5
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 150 *	FIELD INSTRUCTION AND SEMINAR II	3.5
HS 170	ALCOHOL AND OTHER DRUGS IN OUR SOCIETY	3.0
HS 172 *	PHYSIOLOGICAL EFFECTS AND PHARMACOLOGY OF ALCOHOL AND DRUGS	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 176 *	CO-OCCURRING DISORDERS	3.0
HS 177	FAMILY DYNAMICS OF ADDICTION AND ABUSE	3.0

### Restricted Electives: Select one course

**Units: 3.0**

HS 112	CONFLICT RESOLUTION AND MEDIATION	3.0
HS 120 *	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
HS 128	COMMUNITY-BASED CORRECTIONS	3.0
HS 171	SUBSTANCE ABUSE - INTERVENTION, TREATMENT AND RECOVERY	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 40.0**

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

## ALCOHOL AND DRUG STUDIES - Certificate of Achievement

### Summary

The Alcohol and Drug Studies program is accredited by the California Association for Alcohol and Drug Educators (CAADE) and it integrates theory, knowledge, and practical experience in the development of skills necessary to work with individuals and families affected by Substance Use Disorders (SUD), as well as employers of individuals affected by SUD. The Alcohol and Drug Studies program prepares students to take the exam for Certified Addiction Counselors with a state-approved certifying organization. This program option combines the Human Services behavioral core skills training and clinical supervised experiential learning in beginning and advanced practicums in SUD fieldwork settings. The Alcohol and Drug Studies program prepares students for career development in field of behavioral health and the helping professions.

Completion of the five (5) Human Services Core Courses are prerequisites for the application to the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course and is required for the completion of the Alcohol and Drug Studies Associate of Science degree. Visit the Human Services website at [www.saddleback.edu/programs-degrees/all-programs/human-services](http://www.saddleback.edu/programs-degrees/all-programs/human-services) to review the HS Program At-A-Glance. Fieldwork and Seminar Information Sessions are scheduled at the end of the Fall and Spring semesters to inform students of the required application process for HS 110. Check the Human Services website for the dates and times.

The application process is competitive, and completion of an application does not guarantee acceptance into the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course. A minimum grade of "C" in all courses is required to receive the certificate. Students who successfully complete the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course may self-enroll in the Fieldwork & Seminar II [HS 150] (Advanced Practicum) course. Students must meet current health and safety requirement for placement.

Potential Careers: Certified Addiction Treatment Counselor, Case Manager, Community Outreach Worker, Halfway House Worker, Intake Specialist, Rehabilitation Case Worker, Residential/House Manager.

### Learning Outcome(s):

- Demonstrate best-practice counseling approaches for individuals and families affected by Substance Use Disorders (SUD).
- Utilize effective communication and active listening skills and group counseling facilitation skills.
- Demonstrate the effective use of addiction counseling competencies.
- Apply Human Services behavioral core skills and experiential training in an addiction treatment setting.
- Demonstrate the knowledge, skills, and professional attitudes required for effective delivery of addiction treatment services.
- Apply the Four Transdisciplinary Foundations and Eight Practice Dimensions and Competencies of the Center for Substance Abuse Treatment.
- Demonstrate the knowledge, skills, and professional attitudes required for effective livery of addiction treatment services.

### Requirements

Required Core:		Units: 37.0
HS 100	INTRODUCTION TO HUMAN SERVICES	3.0
HS 101 *	ADDICTION STUDIES COUNSELING SKILLS	3.0
HS 105	ETHICAL ISSUES AND CLIENTS' RIGHTS	3.0
HS 110 *	FIELD INSTRUCTION AND SEMINAR I	3.5
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 150 *	FIELD INSTRUCTION AND SEMINAR II	3.5
HS 170	ALCOHOL AND OTHER DRUGS IN OUR SOCIETY	3.0

HS 172 *	PHYSIOLOGICAL EFFECTS AND PHARMACOLOGY OF ALCOHOL AND DRUGS	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 176 *	CO-OCCURRING DISORDERS	3.0
HS 177	FAMILY DYNAMICS OF ADDICTION AND ABUSE	3.0

**Restricted Electives: Select one course****Units: 3.0**

HS 112	CONFLICT RESOLUTION AND MEDIATION	3.0
HS 120 *	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
HS 128	COMMUNITY-BASED CORRECTIONS	3.0
HS 171	SUBSTANCE ABUSE - INTERVENTION, TREATMENT AND RECOVERY	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0

**Total: 40.0**

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

## ALTERNATIVE FUEL VEHICLE SPECIALIST - A.S. Degree

### Summary

The Alternative Fuel Vehicle Specialist Associate of Science degree provides students with knowledge of all operating systems in the modern hybrid, alternative fueled automobile, full electric vehicles, and hydrogen fuel cell. The emphasis is on the unique characteristics and maintenance issues associated with hybrid, alternative fuel systems, electric vehicles, and alternative forms of propulsion. Students will be qualified to take the related ASE certification exams upon completion of this program. This degree prepares students for careers such as Automotive Hybrid Technician, Automotive Electric Vehicle Technician, Automotive CNG/LPG Vehicle Technician, or General Automotive Technician. Ideal for the small business owner, independent shop, or the dealership career-oriented technician.

### Learning Outcome(s):

- Seek employment in the automotive industry.
- Demonstrate current industry-specific skills related to the safety, operation, service, maintenance, and repair of alternative fuel vehicles.
- Apply knowledge in the workplace of the different systems of alternative fuel vehicles.
- Take the related Automotive Service Excellence (ASE) certification exams.

### Requirements

**Required Core:****Units: 24.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0

**Restricted Electives:****Units: 3.0**

AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 105 *	AUTOMOTIVE POWER TRAIN	3.0
AUTO 106A *	AUTOMOTIVE SUSPENSION AND ALIGNMENT	3.0



AUTO 106B *	AUTOMOTIVE BRAKE SYSTEMS	3.0
AUTO 107 *	AUTOMATIC TRANSMISSION	3.0
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 202 *	ADVANCED ENGINE PERFORMANCE DIAGNOSIS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 27.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

## ALTERNATIVE FUEL VEHICLE SPECIALIST - Certificate of Achievement

### Summary

The Alternative Fuel Vehicle Specialist Certificate of Achievement provides students with knowledge of all operating systems in the modern hybrid, alternative fueled automobile, full electric vehicles, and hydrogen fuel cell. The emphasis is on the unique characteristics and maintenance issues associated with hybrid, alternative fuel systems, electric vehicles, and alternative forms of propulsion. Students will be qualified to take the related ASE certification exams upon completion of this program. This certificate prepares students for careers such as Automotive Hybrid Technician, Automotive Electric Vehicle Technician, Automotive CNG/LPG Vehicle Technician, or General Automotive Technician. Ideal for the small business owner, independent shop, or the dealership career-oriented technician.

### Learning Outcome(s):

- Seek employment in the automotive industry.
- Demonstrate current industry-specific skills related to the safety, operation, service, maintenance, and repair of alternative fuel vehicles.
- Apply knowledge in the workplace of the different systems of alternative fuel vehicles.
- Take the related Automotive Service Excellence (ASE) certification exams.

### Requirements

#### Required Core:

**Units: 24.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0

AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
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**Restricted Electives:****Units: 3.0**

AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 105 *	AUTOMOTIVE POWER TRAIN	3.0
AUTO 106A *	AUTOMOTIVE SUSPENSION AND ALIGNMENT	3.0
AUTO 106B *	AUTOMOTIVE BRAKE SYSTEMS	3.0
AUTO 107 *	AUTOMATIC TRANSMISSION	3.0
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 202 *	ADVANCED ENGINE PERFORMANCE DIAGNOSIS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Total: 27.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

## AMERICAN SIGN LANGUAGE - A.S. Degree

### Summary

The American Sign Language (ASL) Program is designed to prepare the student to be able to communicate with the Deaf Community in a variety of settings. Their sets of language skills and cultural knowledge allows them to transfer into several different programs such as theater, Health Science/medical, law and Education just to name a few. Proficiency in ASL is valuable to professionals in special education, health sciences, audiology, and speech therapy. Students will be prepared for occupations as agency interpreters, classroom interpreters, theatre interpreters, and assistants/aids to members of the Deaf community.

### Learning Outcome(s):

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

### Requirements

**Required Core:****Units: 19.0**

SL 1	AMERICAN SIGN LANGUAGE I	4.0
SL 2 *	AMERICAN SIGN LANGUAGE II	4.0
SL 3 *	AMERICAN SIGN LANGUAGE III	4.0
SL 4 *	AMERICAN SIGN LANGUAGE IV	4.0
SL 10	DEAF CULTURE AND ITS HISTORY	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 19.0**

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

## AMERICAN SIGN LANGUAGE INTERPRETING - Certificate of Achievement

### Summary

The American Sign Language (ASL) Interpreting Certificate is designed to prepare the student to be able to communicate with the Deaf Community in a variety of settings. Their sets of language skills and cultural knowledge allows them to pursue further study in fields such as theater, Health Science/medical, law and Education just to name a few. Proficiency in ASL is valuable to professionals in special education, health sciences, audiology, and speech therapy. With the completion of the national certificate exam under RID (Registry of Interpreters for the Deaf), the students will be preparing for occupations as agency interpreters, classroom interpreters, theatre interpreters, and assistants/aids to members of the Deaf community.

### Learning Outcome(s):

- Demonstrate the skills needed to communicate with the Deaf community at a basic to native level.
- Show in-depth knowledge about the Deaf community and their culture.
- Competently interact with native signers.
- Demonstrate the skills needed to be able to interpret at a basic to intermediate level depending on setting.

### Requirements

#### Required Core:

**Units: 30.0**

SL 1 *	AMERICAN SIGN LANGUAGE I	4.0
SL 2 *	AMERICAN SIGN LANGUAGE II	4.0
SL 3 *	AMERICAN SIGN LANGUAGE III	4.0
SL 4 *	AMERICAN SIGN LANGUAGE IV	4.0
SL 10	DEAF CULTURE AND ITS HISTORY	3.0
SL 121 *	AMERICAN SIGN LANGUAGE INTERPRETING I	3.0
SL 221 *	AMERICAN SIGN LANGUAGE INTERPRETING LAB I	1.0
SL 122 *	AMERICAN SIGN LANGUAGE INTERPRETING II	3.0
SL 222 *	AMERICAN SIGN LANGUAGE INTERPRETING LAB II	1.0
SL 211	ASL FOR HEALTHCARE AND MEDICAL PERSONNEL	3.0

**Total: 30.0**

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

## ANALOG AND DIGITAL CIRCUIT ELECTRONIC TECHNOLOGY - A.S. Degree

### Summary

The Analog and Digital Circuit Electronic Technology Associate of Science degree program primarily prepares the student for entry-level employment as an electronic technician in companies involved in the manufacture, testing, troubleshooting, and repair of analog and digital circuit hardware. The program also provides skill updating and upgrading for persons already employed in the electronics industry or related fields. Courses cover a wide variety of discrete and integrated circuits with many functions, technologies, physical implementations, frequency bands, and complexities to provide maximum flexibility for employment within the electronics industry. Possible careers

for electronic technicians with this degree include field service technician, medical equipment technician, test and calibration technician, and electronics sales. Some of the courses are transferable to university programs in Engineering Technology or Industrial Technology.

### Learning Outcome(s):

- Demonstrate knowledge of common electronic components: identify, describe, and determine the performance of common analog and digital electronic components.
- Demonstrate knowledge of common electronic circuits: identify, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of electronics test equipment: show proper use of and connection to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- Demonstrate electronics troubleshooting skills: state and show troubleshooting skills and procedures for analog and digital electronics.
- Describe and determine the performance of common analog and digital electronic communication systems.

## Requirements

### Required Core:

**Units: 20.0**

ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 118 *	ELECTRONIC COMMUNICATION SYSTEMS	4.0
ET 133	DC AND AC FUNDAMENTALS	4.0
ET 135 *	SEMICONDUCTOR DEVICES AND CIRCUITS	4.0
ET 200 *	DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS	4.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 20.0**

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

## ANALOG AND DIGITAL CIRCUIT ELECTRONIC TECHNOLOGY - Certificate of Achievement

### Summary

The Analog and Digital Circuit Electronic Technology certificate program primarily prepares the student for entry-level employment as an electronic technician in companies involved in the manufacture, testing, troubleshooting, and repair of analog and digital circuit hardware. The certificate also provides skill updating and upgrading for persons already employed in the electronics industry or related fields. Courses cover a wide variety of discrete and integrated circuits with many functions, technologies, physical implementations, frequency bands, and complexities to provide maximum flexibility for employment within the electronics industry. Possible careers for electronic technicians with this certificate include field service technician, medical equipment technician, test and calibration technician, and electronics sales.

### Learning Outcome(s):

- Demonstrate knowledge of common electronic components: identify, describe, and determine the performance of common analog and digital electronic components.
- Demonstrate knowledge of common electronic circuits: identify, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of electronics test equipment: show proper use of and connection to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- Demonstrate electronics troubleshooting skills: state and show troubleshooting skills and procedures for analog and digital electronics.
- Describe and determine the performance of common analog and digital electronic communication systems.

## Requirements

### Required Core:

**Units: 20.0**

ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 118 *	ELECTRONIC COMMUNICATION SYSTEMS	4.0
ET 133	DC AND AC FUNDAMENTALS	4.0
ET 135 *	SEMICONDUCTOR DEVICES AND CIRCUITS	4.0
ET 200 *	DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS	4.0

**Total: 20.0**

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

## ANTHROPOLOGY - A.A. Degree

### Summary

Anthropology is a diverse discipline that investigates the biological and cultural life of human beings across time and place. An anthropology degree provides students with an appreciation of other ways of life and a better understanding of the world in which they live. The curriculum in the Anthropology program is designed to provide the transfer student the opportunity to achieve an Associate of Arts (AA) in Anthropology degree by providing the necessary breadth in the field and an introduction to the methods used. While a baccalaureate or higher degree, which can be achieved through transfer, is recommended for those considering professional careers in anthropology, an associate degree may support attempts to gain entry-level employment as lab technicians, research assistants, museum workers, cultural resource conservators, and other related positions.

### Learning Outcome(s):

- Describe the breadth of anthropology and be able to characterize anthropology's distinctive theoretical and methodological approaches with respect to other disciplines.
- Explain the fundamental processes of human biological evolution.
- Describe modern human biological diversity.
- Articulate an understanding of the cultural construction and historical uses of the concept of race.
- Define and critically analyze the concepts of culture and cultural relativism.
- Demonstrate the ability to think holistically and comparatively in describing human cultural diversity.
- Critically analyze the process of globalization and its effects upon cultures around the world.
- Articulate an anthropological perspective on contemporary issues and concerns, including the politics of inclusion and exclusion both locally and globally.
- Discuss the importance of the scientific method in anthropological research.
- Identify the correct methods and ethical responsibilities involved in conducting archaeological, biological, ethnographic, and/or linguistic fieldwork.

## Requirements

### Required Core:

**Units: 12.0**

Select one

3.0

ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
OR		
ANTH 1H	HONORS BIOLOGICAL ANTHROPOLOGY	3.0
<i>Select one</i>		3.0
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
ANTH 3 *	CULTURE AND LANGUAGE	3.0
ANTH 9	INTRODUCTION TO ARCHAEOLOGY	3.0

**Restricted Electives: Select two courses****Units: 6.0**

ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
OR		
ES 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
ANTH 5	ANTHROPOLOGY OF LATIN AMERICA - CULTURE, IDENTITY, AND POWER	3.0
ANTH 6 *	GLOBAL ISSUES IN ANTHROPOLOGICAL PERSPECTIVE	3.0
ANTH 8	WORLD PREHISTORY	3.0
ANTH 13	MAGIC, WITCHCRAFT, AND RELIGION	3.0
ANTH 15	THE WORLD OF PRIMATES	3.0
ANTH 17	THE BIOLOGICAL EVOLUTION OF HUMAN NATURE	3.0
ANTH 19 *	FORENSIC ANTHROPOLOGY	3.0
ANTH 21	WOMEN, GENDER, AND CULTURE - CROSS-CULTURAL PERSPECTIVES	3.0
ANTH 22	MEDICAL ANTHROPOLOGY - CULTURE, HEALTH, AND HEALING	3.0
ES 1	INTRODUCTION TO ETHNIC STUDIES	3.0
ES 3	INTRODUCTION TO CHICANX AND LATINX STUDIES	3.0
ES 5	CONTEMPORARY SOCIAL JUSTICE MOVEMENTS	3.0
ES 6	INTRODUCTION TO ETHNIC STUDIES: BORDER CROSSINGS	3.0

**Associate of Arts Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

**ANTHROPOLOGY - AA-T Degree****Summary**

The curriculum in the Anthropology program is designed to provide the transfer student the opportunity to achieve an Associate in Arts for Transfer (AA-T) degree in anthropology by providing the necessary breadth in the field and an introduction to the methods used. Students who complete the AA-T degree in Anthropology receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While

a baccalaureate or higher degree, which can be achieved through transfer, is recommended for those considering professional careers in anthropology, an associate degree may support attempts to gain entry-level employment as lab technicians, research assistants, museum workers, cultural resource conservators, and other related positions.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Describe the breadth of anthropology and be able to characterize anthropology's distinctive theoretical and methodological approaches with respect to other disciplines.
- Explain the fundamental processes of human biological evolution.
- Describe modern human biological diversity.
- Articulate an understanding of the cultural construction and historical uses of the concept of race.
- Define and critically analyze the concepts of culture and cultural relativism.
- Demonstrate the ability to think holistically and comparatively in describing human cultural diversity.
- Critically analyze the process of globalization and its effects upon cultures around the world.
- Articulate an anthropological perspective on contemporary issues and concerns, including the politics of inclusion and exclusion both locally and globally.
- Discuss the importance of the scientific method in anthropological research.
- Identify the correct methods and ethical responsibilities involved in conducting archaeological, biological, ethnographic, and/or linguistic fieldwork.

## Requirements

### Required Core:

**Units: 19.0**

<i>Select one</i>		3.0
ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
OR		
ANTH 1H	HONORS BIOLOGICAL ANTHROPOLOGY	3.0
<i>Select one</i>		3.0
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
ANTH 9	INTRODUCTION TO ARCHAEOLOGY	3.0
<i>List A: Select one</i>		3.0
ANTH 3	CULTURE AND LANGUAGE	3.0
ANTH 13	MAGIC, WITCHCRAFT, AND RELIGION	3.0
<i>List B: Select one</i>		4.0
BIO 11 *	HUMAN ANATOMY	4.0
GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
GEOL 20	INTRODUCTION TO EARTH SCIENCE	4.0
GEOL 23	ENVIRONMENTAL GEOLOGY	4.0
<i>List C: Select one</i>		3.0



ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
ANTH 5	ANTHROPOLOGY OF LATIN AMERICA - CULTURE, IDENTITY, AND POWER	3.0
ANTH 6 *	GLOBAL ISSUES IN ANTHROPOLOGICAL PERSPECTIVE	3.0
ANTH 8	WORLD PREHISTORY	3.0
ANTH 15	THE WORLD OF PRIMATES	3.0
ANTH 17	THE BIOLOGICAL EVOLUTION OF HUMAN NATURE	3.0
ANTH 19 *	FORENSIC ANTHROPOLOGY	3.0
ANTH 21	WOMEN, GENDER, AND CULTURE - CROSS-CULTURAL PERSPECTIVES	3.0
ANTH 22	MEDICAL ANTHROPOLOGY - CULTURE, HEALTH, AND HEALING	3.0
ES 1	INTRODUCTION TO ETHNIC STUDIES	3.0
ES 3	INTRODUCTION TO CHICANX AND LATINX STUDIES	3.0

**Total: 19.0**

## APPLICATIONS DEVELOPER - A.S. Degree

### Summary

This program is designed to prepare the student for entry-level employment as an Applications Developer. These workers develop and maintain software programs to meet specific business needs. The program encompasses a broad area of study, including programming, computer operating systems, software applications, web design and networking.

### Learning Outcome(s):

- Identify and perform all stages of the Systems Development Lifecycle.
- Demonstrate a working knowledge of database communication language SQL.
- Successfully code, compile, execute, and debug programs in various programming languages.

### Requirements

#### Required Core:

**Units: 9.0**

CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0

#### Restricted Electives:

**Units: 9.0-11.0**

CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
CIM 112	MICROSOFT OFFICE	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 204 *	ADVANCED SPREADSHEETS - EXCEL	3.0
CIMP 3	INTRODUCTION TO VIDEO GAME DESIGN	3.0
CIMP 5	BUSINESS PROGRAMMING I - VISUAL BASIC	3.5
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
CIMP 115	BUSINESS PROGRAMMING--C#	3.5
CIMP 220	ANDROID MOBILE APPS - BEGINNER	3.5
CIMP 235	IPHONE & IPAD PROGRAMMING BEGINNING	3.5
CIMP 241	CLOUD COMPUTING FOR DEVELOPERS	3.5

CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING	1.5
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0
CIMW 250	MICROSOFT ASP.NET--BEGINNING	3.5

### Associate of Science Degree

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

### General Education Requirement for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0-20.0**

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

## APPLICATIONS DEVELOPER - Certificate of Achievement

### Summary

This program is designed to prepare the student for entry-level employment as an Applications Developer. These workers develop and maintain software programs to meet specific business needs. The program emphasizes modern-day programming emphasizing both the most popular language Java and the fastest growing language Python. Also, the universally accepted SQL database language is covered. Students also have the option to pursue concentrations in Microsoft Office applications, especially Excel, along with video game design, web development, and specific Android/Apple mobile development.

### Learning Outcome(s):

- Identify and perform all stages of the Systems Development Lifecycle.
- Demonstrate a working knowledge of database communication language SQL.
- Successfully code, compile, execute, and debug programs in various programming languages.

### Requirements

<b>Required Core:</b>		<b>Units: 9.0</b>
CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0

<b>Restricted Electives:</b>		<b>Units: 8.0-11.0</b>
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
CIM 112	MICROSOFT OFFICE	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 204 *	ADVANCED SPREADSHEETS - EXCEL	3.0
CIMP 3	INTRODUCTION TO VIDEO GAME DESIGN	3.0
CIMP 5	BUSINESS PROGRAMMING I - VISUAL BASIC	3.5

CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
CIMP 115	BUSINESS PROGRAMMING--C#	3.5
CIMP 220	ANDROID MOBILE APPS - BEGINNER	3.5
CIMP 235	IPHONE & IPAD PROGRAMMING BEGINNING	3.5
CIMP 241	CLOUD COMPUTING FOR DEVELOPERS	3.5
CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING	1.5
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0
CIMW 250	MICROSOFT ASP.NET--BEGINNING	3.5

**Total: 17.0-20.0**

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

## ARABIC - A.A. Degree

### Summary

The curriculum in the Arabic program is designed to provide the student the opportunity to achieve an Associate of Arts in Arabic degree by providing the necessary breadth in the field. Students who complete the Associate of Arts Degree in Arabic will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

An Arabic degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the Arabic program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in Arabic degree.

### Learning Outcome(s):

- Accurately interpret written sections in Arabic.
- Accurately interpret spoken language in Arabic.
- Demonstrate proficient conversational skills in Arabic.
- Demonstrate knowledge of the history, politics, literature, culture and arts of the Arabic speaking countries as well as people who speak Arabic.

### Requirements

#### Required Core

**Units: 23.0**

ARAB 1 *	ELEMENTARY ARABIC	5.0
ARAB 2 *	ELEMENTARY ARABIC	5.0
ARAB 3 *	INTERMEDIATE ARABIC	5.0
ARAB 4 *	INTERMEDIATE ARABIC	5.0
<i>Select one</i>		3.0
ARAB 10 *	INTERMEDIATE CONVERSATIONAL ARABIC	3.0
OR		
ARAB 21	INTRODUCTION TO ARABIC CULTURE	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## ARCHITECTURE - A.S. Degree

### Summary

The Associate of Science Degree in Architecture is a two to three-year sequence of courses designed for students who wish to train for employment in architecture or a field related to the construction industry. Majors that students can transfer into include: architecture, architectural engineering, and construction management. This degree is organized to provide the breadth and depth required to practice in entry level positions within the architecture profession and construction industry such as: architectural draftsman, civil drafter, construction manager, real estate developer, and government building code administration, as well as related construction industry jobs. Students who successfully complete an Associate of Science Degree in Architecture may complete an 8-year internship working for a licensed architect and/or professional engineer and will qualify to take the California Architects License Exam leading to a career as a licensed architect.

### Learning Outcome(s):

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

### Requirements

#### Required Core:

**Units: 53.0**

ARCH 10	INTRODUCTION TO ARCHITECTURE	2.0
ARCH 12	HISTORY OF ARCHITECTURE	3.0
<i>Select one</i>		3.0
ARCH 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
OR		
DR 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
<i>Select one</i>		3.0
ARCH 51 *	COMPUTER-AIDED DRAFTING	3.0
OR		
DR 51 *	COMPUTER-AIDED DRAFTING	3.0
ARCH 124A	ARCHITECTURAL DRAWING I	4.0
ARCH 218	FOUNDATION STUDIO IN ARCHITECTURE	4.0
ARCH 219 *	RESIDENTIAL AND COMMERCIAL SPACE PLANNING	4.0
ARCH 120 *	REVIT AND BUILDING INFORMATION MANAGEMENT(BIM)	4.0
ARCH 121 *	ADVANCED REVIT AND BUILDING INFORMATION MANAGEMENT II	4.0
ARCH 34 *	BASIC ARCHITECTURAL DESIGN I	3.0
ARCH 42 *	DESCRIPTIVE DRAWING AND PERSPECTIVE	3.0
ARCH 122	ARCHITECTURAL PRACTICE	2.0

ARCH 124B	ARCHITECTURAL DRAWING II	4.0
ARCH 124C	ARCHITECTURAL DRAWING III	4.0
ARCH 126	MATERIALS AND METHODS OF CONSTRUCTION	3.0
ARCH 231	LEED AND SUSTAINABLE ARCHITECTURE	3.0

**Restricted Electives:****Units: 3.0-6.0**

ARCH 14	CALIFORNIA ARCHITECTURE	3.0
ARCH 132 *	RESIDENTIAL PLANNING, PRINCIPLES AND DESIGN	3.0
ARCH 136 *	BASIC ARCHITECTURAL DESIGN II	3.0
ARCH 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
OR		
DR 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
ARCH 161	BLUEPRINT PLANS AND SPECIFICATION READING	4.0
ARCH 162	CONSTRUCTION ESTIMATING	3.0
ARCH 163	INTERNATIONAL BUILDING CODE INSPECTION	4.0
ARCH 164 *	COMBINATION RESIDENTIAL DWELLING INSPECTION	3.0
ARCH 165	ELECTRICAL CODE INSPECTION	3.0
ARCH 211	CONCRETE INSPECTION	3.0
ARCH 212	PLUMBING CODES - DRAINS, WASTE, VENTS, WATER, AND GAS	3.0
ARCH 213	MECHANICAL CODE - HEATING, AC, REFRIGERATION, AND DUCTWORK	3.0
ARCH 200	DESIGN IN ARIZONA, RIVERSIDE AND PALM SPRINGS	1.5
ARCH 260	ARCHITECTURE IN NORTHERN CALIFORNIA	1.0
ARCH 261	ORANGE AND SAN DIEGO ARCHITECTURE	1.0
ARCH 262	LOS ANGELES ARCHITECTURE	1.0
ARCH 270	FIELD STUDY - EUROPEAN ARCHITECTURAL HISTORY	3.0
ARCH 271	FIELD STUDY - EUROPEAN SKETCH, DRAW, PHOTO	3.0
ARCH 272	FIELD STUDY - EUROPEAN DESIGN STUDIO	4.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 56.0-59.0**

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

**ARCHITECTURE - Certificate of Achievement****Summary**

The Architecture Certificate of Achievement program is a two-year sequence of courses designed for students who wish to train for entry-level employment in architecture or a field related to the construction industry. It also provides returning students with ongoing education to increase their job skills. Careers that the program allows students to pursue include: architectural draftsman, construction manager, real estate developer, and government building code administration, as well as related construction industry jobs.

**Learning Outcome(s):**

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

**Requirements****Required Core:****Units: 46.0**

ARCH 10	INTRODUCTION TO ARCHITECTURE	2.0
ARCH 12	HISTORY OF ARCHITECTURE	3.0
<i>Select one</i>		3.0
ARCH 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
OR		
DR 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
<i>Select one</i>		3.0
ARCH 51 *	COMPUTER-AIDED DRAFTING	3.0
OR		
DR 51 *	COMPUTER-AIDED DRAFTING	3.0
ARCH 124A	ARCHITECTURAL DRAWING I	4.0
ARCH 218	FOUNDATION STUDIO IN ARCHITECTURE	4.0
ARCH 219 *	RESIDENTIAL AND COMMERCIAL SPACE PLANNING	4.0
ARCH 120 *	REVIT AND BUILDING INFORMATION MANAGEMENT(BIM)	4.0
ARCH 34 *	BASIC ARCHITECTURAL DESIGN I	3.0
ARCH 42 *	DESCRIPTIVE DRAWING AND PERSPECTIVE	3.0
ARCH 122	ARCHITECTURAL PRACTICE	2.0
ARCH 124B	ARCHITECTURAL DRAWING II	4.0
ARCH 124C	ARCHITECTURAL DRAWING III	4.0
ARCH 126	MATERIALS AND METHODS OF CONSTRUCTION	3.0

**Restricted Electives:****Units: 3.0-6.0**

ARCH 18	HUMAN FACTORS DESIGN AND PSYCHOLOGY OF THE BUILT ENVIRONMENT	3.0
ARCH 44 *	ARCHITECTURAL PRESENTATION AND RENDERING	2.0
ARCH 132 *	RESIDENTIAL PLANNING, PRINCIPLES AND DESIGN	3.0
ARCH 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
OR		
DR 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
ARCH 161	BLUEPRINT PLANS AND SPECIFICATION READING	4.0
ARCH 163	INTERNATIONAL BUILDING CODE INSPECTION	4.0
ARCH 164 *	COMBINATION RESIDENTIAL DWELLING INSPECTION	3.0
ARCH 165	ELECTRICAL CODE INSPECTION	3.0
ARCH 200	DESIGN IN ARIZONA, RIVERSIDE AND PALM SPRINGS	1.5
ARCH 211	CONCRETE INSPECTION	3.0
ARCH 212	PLUMBING CODES - DRAINS, WASTE, VENTS, WATER, AND GAS	3.0
ARCH 213	MECHANICAL CODE - HEATING, AC, REFRIGERATION, AND DUCTWORK	3.0
ARCH 121 *	ADVANCED REVIT AND BUILDING INFORMATION MANAGEMENT II	4.0

ARCH 260	ARCHITECTURE IN NORTHERN CALIFORNIA	1.0
ARCH 261	ORANGE AND SAN DIEGO ARCHITECTURE	1.0
ARCH 262	LOS ANGELES ARCHITECTURE	1.0
CWE 180 *	COOPERATIVE WORK EXPERIENCE - ARCHITECTURAL INTERNSHIP	1.0
DR 200 *	3D PARAMETRIC MODELING - SOLIDWORKS	3.0

**Total: 49.0-52.0**

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

## ART HISTORY - AA-T Degree

### Summary

The AA-T for Art History is designed for those students primarily seeking employment in fields such as studio art, galleries, art auction, art journalism, art criticism, museums, and teaching. Additionally, students who transfer with an Art History degree are well-prepared for jobs in fields that require abstract and analytical thinking such as consulting, journalism, grant writing, and any other field where desirable candidates require a humanistic education.

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

The Art History program at Saddleback College does not currently have any enrollment limitations, but we offer our non-western art history courses on a rotating basis. This means that students may not be able to enroll in the specific non-western class of their choice before they must declare for graduation.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

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

## Requirements

<b>Required Core:</b>		<b>Units: 9.0</b>
ARTH 25	SURVEY OF ART HISTORY - ANCIENT WORLDS TO GOTHIC	3.0
ARTH 26 *	SURVEY OF WESTERN ART HISTORY - RENAISSANCE TO CONTEMPORARY	3.0
ART 80	DRAWING I	3.0

<b>List A: Select one</b>		<b>Units: 3.0</b>
ARTH 22	SURVEY OF ASIAN ART (INDIA, CHINA, JAPAN, AND KOREA)	3.0



ARTH 23	AFRICAN, OCEANIC, AND ANCIENT NORTH AMERICAN ART	3.0
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**List B: Select one****Units: 3.0**

ART 40	2-D FOUNDATIONS	3.0
ART 41 *	THREE-DIMENSIONAL DESIGN	3.0
ART 85 *	DRAWING FROM THE LIVE MODEL I	3.0
ART 10 *	CERAMICS - HANDBUILDING I	3.0
ART 11 *	CERAMICS - WHEEL I	3.0
PHOT 50	DIGITAL PHOTOGRAPHY I	3.0
ART 70	FUNDAMENTALS OF SCULPTURE	3.0
ART 71 *	ADDITIVE SCULPTURE	3.0
ART 72 *	SUBTRACTIVE SCULPTURE	3.0
ART 175 *	METAL CASTING	3.0
ART 60 *	INTAGLIO (ETCHING) AND RELIEF I	3.0
ART 61 *	INTAGLIO (ETCHING) AND RELIEF II	3.0
ART 62 *	INTAGLIO (ETCHING) AND RELIEF III	3.0

**List C: Select one of the following courses or any List A or List B course not already used****Units: 3.0-5.0**

ARTH 29	INTRODUCTION TO WORLD ART	3.0
ART 4	FUNDAMENTALS OF ART	3.0
ARTH 21	WOMEN AND ART	3.0
ARTH 24	INDIGENOUS ARTS OF THE AMERICAS	3.0
ARTH 27	HISTORY OF AMERICAN ART	3.0
FR 1 *	ELEMENTARY FRENCH	5.0
GER 1 *	ELEMENTARY GERMAN	5.0
SPAN 1 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 1H *	HONORS ELEMENTARY SPANISH	5.0

**Total: 18.0-20.0**

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

## ASSOCIATE TEACHER LEVEL I - Certificate of Achievement

### Summary

Introductory developmental and learning theory as well as appropriate strategies for the care and education of young children will be studied and applied. This certificate is designed to meet the coursework requirements for the Associate Teacher level of the Child Development Permit issued by the California Commission on Teacher Credentialing (CTC) and prepares students for entry level positions in a variety of early childhood care and education settings. Additional work with children (50 days of 3+ hours per day) is required to obtain the Associate Teacher Permit.

A minimum grade of "C" in each course is required to receive the certificate and/or qualify for the Child Development Permit.

### Learning Outcome(s):

- Identify developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Identify a range of introductory skills and knowledge related to the unique need of children ages 0-8 years.

- Describe developmentally appropriate teaching practices for children ages 0-8.

## Requirements

### Required Core:

**Units: 12.0**

CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 110 *	INTRODUCTION TO CURRICULUM	3.0

**Total: 12.0**

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

## ASSOCIATE TEACHER LEVEL II - Certificate of Achievement

### Summary

This certificate builds upon the introductory developmental and learning theory and appropriate strategies for the care and education of young children that are covered in the Associate Teacher Level I certificate. Level II adds the California priorities for teachers of young children to understand the unique needs of infants and toddlers and dual language learners. This certificate is designed to meet the coursework requirements for the Associate Teacher level of the Child Development Permit issued by the California Commission on Teacher Credentialing (CTC) and prepares students for entry level positions in a variety of early childhood care and education settings. Additional work with children is required to obtain the Associate Teacher Permit. A minimum grade of "C" in each course is required to receive the certificate and/or qualify for the Child Development Permit.

### Learning Outcome(s):

- Identify developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Identify a range of introductory skills and knowledge related to the care and education of children ages 0-8 years with a special emphasis on the unique needs of infants and toddlers and dual language learners.
- Describe developmentally appropriate teaching practices for children ages 0-8.

## Requirements

### Required Core:

**Units: 16.0**

CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
<i>Select one</i>		3.0
CDE 123 *	INFANT AND TODDLER DEVELOPMENT	3.0
OR		
CDE 133 *	CARE AND EDUCATION FOR INFANTS AND TODDLERS	3.0
CDE 252	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - ENGLISH LANGUAGE DEV	1.0

**Total: 16.0**

\* Courses has a prerequisite, co requisite, limitation, or recommended preparation; see course description.

## ASTRONOMY - A.S. Degree

## Summary

The curriculum in the Astronomy Associate of Science degree program is designed to provide the transfer student the opportunity to achieve a degree in Astronomy. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the associate degree may support attempts to gain entry-level employment or promotion within research universities, aerospace and national observatories. Examples of such positions are technicians at observatories and planetariums and companies making telescopes and astronomical equipment.

### Learning Outcome(s):

- Identify the structure and evolution of the solar system by comparing and contrasting the planets.
- Demonstrate observational techniques used to gather data on astronomical objects.
- Describe the evolution, structure and composition of the universe. Including all galaxies, quasars, proto-galaxies and components within galaxies (stars, gas, dust and non-stellar objects).

## Requirements

### Required Core

**Units: 26.0**

<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
PHYS 4A *	GENERAL PHYSICS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
PHYS 4B *	GENERAL PHYSICS	5.0
ASTR 20	GENERAL ASTRONOMY	3.0
ASTR 25	OBSERVATIONAL ASTRONOMY	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

### Total units does not include all units required for the degree

**Total: 26.0**

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

## ATHLETIC TRAINING - Occupational Skills Award

### Summary

The Athletic Training Occupational Skills Award prepares the student for careers in Athletic Training and Physical Therapy for skills necessary for entry-level positions in Physical Therapy Clinics and provides foundational preparation for students interested in Athletic Training programs. Skills learned in this program are additionally valuable to students interested in such professions as fitness trainer, coach, or teacher in the physical education and kinesiology field. Students will learn basic exercise physiology, be able to identify common athletic injuries and causes, and be

able to apply specific stretching, strengthening, and rehabilitation techniques for preventative and rehabilitative care. In addition, students will become cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) certified and learn how to write subjective, objective, assessment, and plan (SOAP) notes and injury reports.

### Learning Outcome(s):

- Identify the basic fundamentals of physiology.
- Demonstrate an understanding of exercise physiology and the biomechanics of human movement.
- Recognize and describe the signs and symptoms of emergency situations and athletic injuries.
- Demonstrate proper response procedures to emergency situations and athletic injuries.
- Apply preventative and rehabilitative techniques for common sports conditions and various athletic injuries.

## Requirements

Required Core:		Units: 9.5
HLTH 2	FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5
KNES 52	FUNDAMENTALS OF HUMAN MOVEMENT	3.0
KNES 53	INTRODUCTION TO ATHLETIC TRAINING	3.0
<i>Select one</i>		2.0
KNES 56 *	PRACTICUM IN ATHLETIC TRAINING - FALL SPORTS	2.0
OR		
KNES 59 *	PRACTICUM IN ATHLETIC TRAINING -SPRING SPORTS	2.0

**Total: 9.5**

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

## AUTOMOTIVE CHASSIS SPECIALIST - A.S. Degree

### Summary

The Automotive Chassis Specialist Associate of Science degree prepares students for a career as automotive technicians with drivetrain emphasis. Students completing the degree will be trained in the maintenance, diagnosis, and repair of vehicle chassis systems that consist of power train operation, air conditioning, tire service, brake system diagnostics, suspension and steering service on both import and domestic vehicles and light trucks. This degree prepares students for careers such as Automotive Suspension Technician, Automotive Alignment Technician, Automotive Brake Technician, and General Automotive Technician. This program is ideal for the small-business owner, independent shop, or the dealership career-oriented technician.

### Learning Outcome(s):

- Demonstrate skills for employment in the automotive industry as a chassis technician.
- Apply industry-specific skills related to drivetrain operation, diagnostics and repair.
- Apply knowledge of all phases of power train system operation, diagnostics and repair.
- Demonstrate preparation for related Automotive Service Excellence (ASE) certification exams.
- Seek an entry-level automotive technician career in the maintenance, diagnosis and repair of vehicle chassis systems that consist of power train operation, air conditioning, tire service, brake system diagnostics, suspension and steering service on both import and domestic vehicles and light trucks.

## Requirements

Required Core:		Units: 29.0
AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 105 *	AUTOMOTIVE POWER TRAIN	3.0
AUTO 106A *	AUTOMOTIVE SUSPENSION AND ALIGNMENT	3.0

AUTO 106B *	AUTOMOTIVE BRAKE SYSTEMS	3.0
AUTO 107 *	AUTOMATIC TRANSMISSION	3.0
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 235 *	BASIC AUTOMOTIVE TIRE SERVICE (ATS) & TPMS MONITORING	2.0

**Restricted Electives: Select one course****Units: 1.0-5.0**

AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 30.0-34.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

**AUTOMOTIVE CHASSIS SPECIALIST - Certificate of Achievement****Summary**

The Automotive Chassis Specialist Certificate of Achievement prepares students for a career as automotive technicians with drivetrain emphasis. Students completing the certificate will be trained in the maintenance, diagnosis, and repair of vehicle chassis systems that consist of power train operation, air conditioning, tire service, brake system diagnostics, suspension and steering service on both import and domestic vehicles and light trucks. This certificate prepares students for careers such as Automotive Suspension Technician, Automotive Alignment Technician, Automotive Brake Technician, and General Automotive Technician. This program is ideal for the small-business owner, independent shop, or the dealership career-oriented technician.

**Learning Outcome(s):**

- Demonstrate skills for employment in the automotive industry as a chassis technician.
- Apply industry-specific skills related to drivetrain operation, diagnostics and repair.
- Apply knowledge of all phases of power train system operation, diagnostics and repair.
- Demonstrate preparation for related Automotive Service Excellence (ASE) certification exams.
- Seek an entry-level automotive technician career in the maintenance, diagnosis and repair of vehicle chassis systems that consist of power train operation, air conditioning, tire service, brake system diagnostics, suspension and steering service on both import and domestic vehicles and light trucks.

## Requirements

### Required Core:

**Units: 29.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 105 *	AUTOMOTIVE POWER TRAIN	3.0
AUTO 106A *	AUTOMOTIVE SUSPENSION AND ALIGNMENT	3.0
AUTO 106B *	AUTOMOTIVE BRAKE SYSTEMS	3.0
AUTO 107 *	AUTOMATIC TRANSMISSION	3.0
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 235 *	BASIC AUTOMOTIVE TIRE SERVICE (ATS) & TPMS MONITORING	2.0

### Restricted Electives: Select one course

**Units: 1.0-5.0**

AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Total: 30.0-34.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

## AUTOMOTIVE CHASSIS SYSTEMS - Certificate of Achievement

### Summary

The Automotive Chassis Systems Certificate of Achievement prepares students for careers as automotive technicians with drivetrain emphasis. Students completing the certificate will be trained in the maintenance, diagnosis, and repair of vehicle chassis systems that consist of power train operation, air conditioning, clutch systems, differentials, and driveline components on both import and domestic vehicles and light trucks. This certificate prepares students for careers such as Automotive Transmission Technician, Automotive Powertrain Technician, Automotive Air Conditioning Technician, and General Automotive Technician. This program is ideal for the small-business owner, independent shop, or the dealership career-oriented technician. The Automotive Chassis Systems Certificate of Achievement is part of a stackable sequence of awards that builds upon the Automotive Technician Fundamentals Certificate of Achievement and culminates in the Automotive Chassis Specialist Certificate of Achievement.

### Learning Outcome(s):

- Demonstrate skills for employment in the automotive industry as a chassis systems technician.
- Apply industry-specific skills related to drivetrain operation, diagnostics, and repair.
- Apply knowledge of all phases of power train system operation, diagnostics, and repair.
- Demonstrate preparation for related Automotive Service Excellence (ASE) certification exams (A2, A3, and A7).
- Complete the 609 HVAC certification.
- Seek an entry-level automotive technician career in the maintenance, diagnosis and repair of vehicle chassis systems that consist of power train operation, air conditioning, clutch systems, and driveline components on both import and domestic vehicles and light trucks.

### Requirements

<b>Required Core:</b>		<b>Units: 18.0</b>
AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 105 *	AUTOMOTIVE POWER TRAIN	3.0
AUTO 107 *	AUTOMATIC TRANSMISSION	3.0
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0

**Total: 18.0**

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

## AUTOMOTIVE ELECTRIC VEHICLE TECHNICIAN - Certificate of Achievement

### Summary

The Automotive Electric Vehicle Technician Certificate of Achievement provides students with training on emerging technologies in the automotive industry. Coursework provides advanced training in electric vehicle propulsion systems, hybrid propulsion, alternative fuel technology, electric vehicle infrastructure, and advanced electrical diagnostics. Students will be qualified to take the related ASE certification exams upon completion of this program. This certificate prepares students for careers such as Automotive Hybrid Technician, Automotive Electric Vehicle Technician, Automotive CNG/LPG Vehicle Technician, or General Automotive Technician. Ideal for the small business owner, independent shop, or the dealership career-oriented technician. The Automotive Electric Vehicle Technician Certificate of Achievement is part of a stackable sequence of awards that builds upon the Automotive Technician Fundamentals Certificate of Achievement and culminates in the Alternative Fuel Vehicle Specialist Certificate of Achievement.

### Learning Outcome(s):

- Seek employment in the automotive industry.
- Demonstrate current industry-specific skills related to the safety, operation, service, maintenance, and repair of alternative fuel vehicles.
- Apply knowledge in the workplace of the different systems of alternative fuel vehicles.
- Take the related Automotive Service Excellence (ASE) certification exams F1 and L3.

### Requirements

<b>Required Core:</b>		<b>Units: 18.0</b>
AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0

**Total: 18.0**

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

## AUTOMOTIVE ENGINE DIAGNOSTICS TECHNICIAN - Certificate of Achievement

### Summary



The Automotive Engine Diagnostics Technician Certificate of Achievement prepares students for careers as automotive technicians with an emphasis in engine performance and diagnostics by providing students with hands-on practical training in advanced engine diagnostics. Coursework includes OBD2 operation, diagnostics, and performance, port and direct fuel injected engine systems, closed area network (CAN) operation and diagnostics, computer-controlled vehicle fuel mapping, and ignition timing systems. This certificate prepares students for careers such as Automotive Drivability Technician, Automotive Engine Performance Technician, and General Automotive Technician. The Automotive Engine Diagnostics Technician Certificate of Achievement is part of a stackable sequence of awards that builds upon the Automotive Technician Fundamentals Certificate of Achievement and culminates in either the Automotive Engine Performance Specialist Certificate of Achievement or the General Automotive Technician Certificate of Achievement.

### Learning Outcome(s):

- Demonstrate skills for employment in the automotive industry as an engine diagnostics/drivability technician.
- Apply industry specific skills related to engine diagnostics.
- Apply knowledge of all phases of engine electrical system, computer system operation, diagnostics, and repair.
- Demonstrate preparation for related National Institute for Automotive Service Excellence (ASE) certification exams A8 and L1.
- Seek an entry-level career as an automotive technician/light truck technician in the maintenance, diagnosis, and repair of vehicle engine diagnostics systems.

## Requirements

### Required Core:

**Units: 18.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 202 *	ADVANCED ENGINE PERFORMANCE DIAGNOSIS	3.0

**Total: 18.0**

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

## AUTOMOTIVE ENGINE PERFORMANCE SPECIALIST - A.S. Degree

### Summary

The Automotive Engine Performance Specialist Associate of Science degree prepares students for careers as automotive technicians with an emphasis in engine performance. In this program, students will apply knowledge of all phases of engine electrical systems, computer system operations, diagnostics, and repair. Students will be qualified to take the State of California Bureau of Automotive Repair Smog License exams upon completion of this program. This degree prepares students for careers such as Automotive Computer Diagnostic Technician, Automotive California Smog Inspection and Repair Technician, Automotive Performance Technician, and General Automotive Technician.

### Learning Outcome(s):

- Demonstrate skills for employment in the automotive industry as an engine performance technician.
- Apply industry specific skills related to engine performance.
- Apply knowledge of all phases of engine electrical system, computer system operation, diagnostics and repair.
- Demonstrate preparation for related National Institute for Automotive Service Excellence (ASE) certification exams. Program graduates will be prepared for the State of California Bureau of Automotive Repair Smog License exams.
- Seek an entry-level career as an automotive technician/light truck technician in the maintenance, diagnosis and repair of vehicle engine performance systems.

## Requirements

**Required Core:****Units: 24.5**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 200 *	ENHANCED AREA CLEAN AIR CAR COURSE	1.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 205 *	ADVANCED SMOG UPDATE TRAINING	0.5
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0

**Restricted Electives: Select one course****Units: 1.0-3.0**

AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 202 *	ADVANCED ENGINE PERFORMANCE DIAGNOSIS	3.0
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 25.5-27.5**

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

† CWE 180 should be taken after completing at least 9 units in the program.

## **AUTOMOTIVE ENGINE PERFORMANCE SPECIALIST - Certificate of Achievement**

**Summary**

The Automotive Engine Performance Specialist Certificate of Achievement prepares students for careers as automotive technicians with an emphasis in engine performance. In this program, students will apply knowledge of all phases of engine electrical systems, computer system operations, diagnostics, and repair. Students will be qualified to take the State of California Bureau of Automotive Repair Smog License exams upon completion of this program. This certificate prepares students for careers such as Automotive Computer Diagnostic Technician, Automotive California Smog Inspection and Repair Technician, Automotive Performance Technician, and General Automotive Technician

**Learning Outcome(s):**

- Demonstrate skills for employment in the automotive industry as an engine performance technician.
- Apply industry specific skills related to engine performance.

- Apply knowledge of all phases of engine electrical system, computer system operation, diagnostics and repair.
- Demonstrate preparation for related National Institute for Automotive Service Excellence (ASE) certification exams. Program graduates will be prepared for the State of California Bureau of Automotive Repair Smog License exams.
- Seek an entry-level career as an automotive technician/light truck technician in the maintenance, diagnosis and repair of vehicle engine performance systems.

## Requirements

<b>Required Core:</b>		<b>Units: 24.5</b>
AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 200 *	ENHANCED AREA CLEAN AIR CAR COURSE	1.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 205 *	ADVANCED SMOG UPDATE TRAINING	0.5
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0

<b>Restricted Electives: Select one course</b>		<b>Units: 1.0-3.0</b>
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 202 *	ADVANCED ENGINE PERFORMANCE DIAGNOSIS	3.0
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Total: 25.5-27.5**

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

† CWE 180 should be taken after completing at least 9 units in the program.

## AUTOMOTIVE ENGINE REPAIR TECHNICIAN - Certificate of Achievement

### Summary

The Automotive Engine Repair Technician Certificate of Achievement prepares students for careers in engine mechanical diagnosis of internal combustion engines and the diagnostic processes that go along with servicing/repair of internal combustion engines for import and domestic passenger vehicles and light trucks. Coursework includes training in modern internal combustion engines, variable valve timing, variable lift, engine construction, overhaul, and engine diagnostics. This certificate prepares students for careers such as Automotive Engine Mechanical Technician (Heavy Line Technician) or General Automotive Technician at privately-owned repair shops, corporately owned repair shops, or manufacturer dealerships. The Automotive Engine Repair Technician Certificate of Achievement is part of a stackable sequence of awards that builds upon the Automotive Technician Fundamentals Certificate of Achievement and culminates in the General Automotive Technician Certificate of Achievement.

### Learning Outcome(s):

- Seek employment in the automotive industry as a heavy line technician.
- Demonstrate current industry-specific skills related to the safety, operation, service, maintenance, and repair of gasoline powered vehicle engines.

- Apply knowledge in the workplace of the different engine designs along with the operation, service, and repair of light duty foreign and domestic engines.
- Take the related Automotive Service Excellence (ASE) certification exam A1.
- Meet the qualifications for an entry-level career in the maintenance, machining, diagnosis and repair of passenger vehicle and light truck engines. This includes the theory, diagnostics, and repair of domestic and foreign engine systems.

## Requirements

<b>Required Core:</b>		<b>Units: 19.0</b>
AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 104A *	AUTOMOTIVE ENGINES	5.0
AUTO 104B *	AUTOMOTIVE ENGINES	5.0

**Total: 19.0**

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

## AUTOMOTIVE ENGINE SERVICE SPECIALIST - A.S. Degree

### Summary

The Automotive Engine Service Specialist Associate of Science degree prepares students for careers as automotive technicians with an emphasis in engine mechanical repair, engine machining processes and mechanical diagnostics. In this program, students will apply knowledge of all phases of engine mechanical systems, engine performance system operations, diagnostics, and repair. Students will be qualified to achieve a career in automotive engine repair as an Automotive Engine Mechanical Technician (Heavy Line Technician), Automotive Engine Performance Diagnostics Technician, or General Automotive Technician at a privately-owned repair shop, corporately owned repair shop, or manufacturer dealership. Graduates of the Automotive Engine Service Specialist program will be qualified to take the related National Institute for Automotive Service Excellence (ASE) certification exams A1 and A8.

### Learning Outcome(s):

- Seek employment in the automotive industry as an engine service vehicle technician.
- Demonstrate current industry-specific skills related to the safety, operation, service, maintenance and repair of gasoline powered vehicle engines.
- Apply knowledge in the workplace of the different engine designs along with the operation, service and repair of light duty foreign and domestic engines.
- Take the related Automotive Service Excellence (ASE) certification exams A1 and A8.
- Meet the qualifications for an entry-level career in the maintenance, machining, diagnosis and repair of passenger vehicle and light truck engines. This includes the theory, diagnostics and repair of domestic and foreign engine systems.

## Requirements

<b>Required Core:</b>		<b>Units: 22.0</b>
AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 104A *	AUTOMOTIVE ENGINES	5.0
AUTO 104B *	AUTOMOTIVE ENGINES	5.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0

**Restricted Electives: Select one course**

**Units: 0.5-5.0**

AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 205 *	ADVANCED SMOG UPDATE TRAINING	0.5
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 22.5-27.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

## AUTOMOTIVE ENGINE SERVICE SPECIALIST - Certificate of Achievement

### Summary

The Automotive Engine Service Specialist Certificate of Achievement prepares students for careers as automotive technicians with an emphasis in engine mechanical repair, engine machining processes and mechanical diagnostics. Students completing this certificate will be trained in knowledge of all phases of engine mechanical systems, engine performance system operations, diagnostics, and repair. Students will be qualified to achieve a career in automotive engine repair as an Automotive Engine Mechanical Technician (Heavy Line Technician), Automotive Engine Performance Diagnostics Technician, or General Automotive Technician at a privately-owned repair shop, corporately owned repair shop, or manufacturer dealership. Graduates of the Automotive Engine Service Specialist program will be qualified to take the related National Institute for Automotive Service Excellence (ASE) certification exams A1 and A8.

### Learning Outcome(s):

- Seek employment in the automotive industry as an engine service vehicle technician.
- Demonstrate current industry-specific skills related to the safety, operation, service, maintenance and repair of gasoline powered vehicle engines.
- Apply knowledge in the workplace of the different engine designs along with the operation, service and repair of light duty foreign and domestic engines.
- Take the related Automotive Service Excellence (ASE) certification exams A1 and A8.
- Meet the qualifications for an entry-level career in the maintenance, machining, diagnosis and repair of passenger vehicle and light truck engines. This includes the theory, diagnostics and repair of domestic and foreign engine systems.

### Requirements

**Required Core:**

**Units: 22.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 104A *	AUTOMOTIVE ENGINES	5.0
AUTO 104B *	AUTOMOTIVE ENGINES	5.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0

**Restricted Electives: Select one course****Units: 0.5-5.0**

AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 205 *	ADVANCED SMOG UPDATE TRAINING	0.5
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Total: 22.5-27.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

**AUTOMOTIVE SUSPENSION TECHNICIAN - Certificate of Achievement****Summary**

The Automotive Suspension Technician Certificate of Achievement prepares students for careers as automotive technicians with suspension alignment as an emphasis. Students completing the certificate will be trained in the maintenance, diagnosis, and repair of vehicle suspension systems that consist of tire service, brake system diagnostics, suspension and steering service on both import and domestic vehicles and light trucks. This certificate prepares students for careers such as Automotive Suspension Technician, Automotive Alignment Technician, Automotive Brake Technician, and General Automotive Technician. This program is ideal for the small-business owner, independent shop, or the dealership career-oriented technician. The Automotive Suspension Technician Certificate of Achievement is part of a stackable sequence of awards that builds upon the Automotive Technician Fundamentals Certificate of Achievement and culminates in either the Automotive Chassis Specialist Certificate of Achievement or the General Automotive Technician Certificate of Achievement.

**Learning Outcome(s):**

- Demonstrate skills for employment in the automotive industry as a suspension and alignment technician.
- Demonstrate preparation for related Automotive Service Excellence (ASE) certification exams A4 and A5.
- Seek an entry-level automotive technician career in the maintenance, diagnosis and repair of vehicle suspension systems that consist of tire service, brake system diagnostics, suspension and steering service on both import and domestic vehicles and light trucks.

**Requirements****Required Core:****Units: 17.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0
AUTO 106A *	AUTOMOTIVE SUSPENSION AND ALIGNMENT	3.0



AUTO 106B *	AUTOMOTIVE BRAKE SYSTEMS	3.0
AUTO 235 *	BASIC AUTOMOTIVE TIRE SERVICE (ATS) & TPMS MONITORING	2.0

**Total: 17.0**

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

## AUTOMOTIVE TECHNICIAN FUNDAMENTALS - Certificate of Achievement

### Summary

The Automotive Technician Fundamentals Certificate of Achievement is the starting point for students beginning their academic career in the Saddleback College Automotive Technology Department. Completion of this program will fulfill all prerequisites for the advanced classes offered in the department and will prepare students for employment as an Automotive Lube Technician, Automotive Apprentice Technician, or Automotive Lot Porter. Students that complete this foundational certificate will be trained in shop safety, tool usage, repair order writing, basic electrical, fundamental math used in the automotive industry, basic to advanced measurement skills, and automotive shop operations. Completion of this certificate will qualify students to take the National Institute for Automotive Service Excellence (ASE) G1 exam. The Automotive Technician Fundamentals Certificate of Achievement is part of a stackable sequence of awards upon which all programs in the department will build.

### Learning Outcome(s):

- Demonstrate skills for employment in the automotive industry.
- Demonstrate auto industry specific skills.
- Demonstrate skills in automotive diagnosis, maintenance, and repair.
- Demonstrate preparation for related Automotive Service Excellence (ASE) certification exams.

### Requirements

<b>Required Core:</b>		<b>Units: 9.0</b>
AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0

**Total: 9.0**

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

## BANKING AND FINANCE - A.S. Degree

### Summary

The Banking and Finance Associate of Science degree provides study in the areas of banking and financial management, including the organization, operation, financing and functions of banks and certain related financial institutions. The program prepares students who wish to pursue careers in banking or related financial institutions, such as credit unions, sales and consumer finance companies, government agencies, and other.

Some of the many jobs for which this program prepares students include Branch Operations Assistant, Bankruptcy Coordinator or Assistant Coordinator, Consumer Credit Analyst Assistant, Consumer Finance Assistant, Loans Processor Assistant, Customer Service Representative, Asset Management Assistant, Loan Representative, Mortgage Operations Assistant, New Accounts Assistant, Regulatory Compliance Analyst Assistant, Teller, Trust Assistant.

### Learning Outcome(s):

- Communicate effectively regarding information and issues related to banking and finance.
- Define and describe the core principles of money and banking.



- Define and describe financial institutions including aspects of bank management, performance, regulation, ethics, and risk.
- Explain the role of financial markets in the economy and describe and compare financial instruments.
- Describe and illustrate the structure, function, and monetary policy tools of central banks as well as describe key elements of the banking and financial services industry.
- Explain how banks analyze and manage performance and risk, and provide details on bank products, services, laws, and regulations.
- Interpret and present a financial report reflecting various current events, issues, and circumstances affecting investments.
- Help build customer relationships through marketing, personal selling, and customer service.
- Evaluate short- and long-term financial plans, including comparisons of direct investments such as insurance and mutual retirement funds.

## Requirements

### Required Core:

**Units: 37.0-39.0**

<i>Select one</i>			3.0
BUS 1	INTRODUCTION TO BUSINESS		3.0
OR			
BUS 1H	HONORS INTRODUCTION TO BUSINESS		3.0
<i>Select one</i>			3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW		3.0
OR			
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW		3.0
BUS 104 *	BUSINESS COMMUNICATION		3.0
<i>Select one</i>			3.0
BUS 125	HUMAN RELATIONS IN BUSINESS		3.0
OR			
COMM 20	INTERCULTURAL COMMUNICATION		3.0
<i>Select one</i>			3.0-4.0
BUS 103	BUSINESS ENGLISH		3.0
OR			
ENG 1A *	PRINCIPLES OF COMPOSITION I		4.0
OR			
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I		4.0
<i>Select one</i>			1.0
BUS 196	WORKPLACE SUCCESS SKILLS		1.0
OR			
CWE 180	CO-OP-ED-BUSINESS		1.0
BUS 120	BUSINESS MANAGEMENT		3.0
BUS 224	MONEY, BANKS, AND FINANCIAL INSTITUTIONS		3.0
BUS 225	PRINCIPLES OF BANKING		3.0
BUS 231	LEGAL ASPECTS AND ETHICS IN BANKING		2.0
CIM 1	COMPUTER INFORMATION SYSTEMS		4.0
<i>Select one</i>			3.0
ECON 2 *	PRINCIPLES (MACRO)		3.0
OR			
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS		3.0
OR			

ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
<i>Select one</i>		3.0-4.0
ACCT 1A	FINANCIAL ACCOUNTING	4.0
OR		
ACCT 120	INTRODUCTION TO FINANCIAL PLANNING	3.0
OR		
ACCT 215	GENERAL ACCOUNTING	3.0
OR		
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
BUS 172	FINANCIAL LITERACY	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 37.0-39.0**

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

## BANKING AND FINANCE - Certificate of Achievement

### Summary

The Banking and Finance Certificate of Achievement provides study in the areas of banking and financial management, including the organization, operation, financing and functions of banks and certain related financial institutions. The program prepares students who wish to pursue careers in banking or related financial institutions, such as credit unions, sales and consumer finance companies, government agencies, and other.

Some of the many jobs for which this program prepares students include Branch Operations Assistant, Bankruptcy Coordinator or Assistant Coordinator, Consumer Credit Analyst Assistant, Consumer Finance Assistant, Loans Processor Assistant, Customer Service Representative, Asset Management Assistant, Loan Representative, Mortgage Operations Assistant, New Accounts Assistant, Regulatory Compliance Analyst Assistant, Teller, Trust Assistant.

### Learning Outcome(s):

- Communicate effectively regarding information and issues related to banking and finance.
- Define and describe the core principles of money and banking.
- Define and describe financial institutions including aspects of bank management, performance, regulation, ethics, and risk.
- Explain the role of financial markets in the economy and describe and compare financial instruments.

- Describe and illustrate the structure, function, and monetary policy tools of central banks as well as describe key elements of the banking and financial services industry.
- Explain how banks analyze and manage performance and risk, and provide details on bank products, services, laws, and regulations.
- Interpret and present a financial report reflecting various current events, issues, and circumstances affecting investments.
- Help build customer relationships through marketing, personal selling, and customer service.
- Evaluate short- and long-term financial plans, including comparisons of direct investments such as insurance and mutual retirement funds.

## Requirements

### Required Core:

**Units:** 24.0-26.0

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 224	MONEY, BANKS, AND FINANCIAL INSTITUTIONS	3.0
BUS 225	PRINCIPLES OF BANKING	3.0
BUS 231	LEGAL ASPECTS AND ETHICS IN BANKING	2.0
<i>Select one</i>		3.0-4.0
ACCT 1A	FINANCIAL ACCOUNTING	4.0
OR		
ACCT 120	INTRODUCTION TO FINANCIAL PLANNING	3.0
OR		
ACCT 215	GENERAL ACCOUNTING	3.0
OR		
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
BUS 172	FINANCIAL LITERACY	3.0
OR		
BUS 205	BUSINESS MATH	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
OR		

MATH 10 \*

INTRODUCTION TO STATISTICS

3.0

**Total: 24.0-26.0**

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

## BASIC ANALOG AND DIGITAL ELECTRONICS - Occupational Skills Award

### Summary

The Basic Analog and Digital Electronics Occupational Skills Award documents successful completion of the beginning courses in the Electronic Technology certificates. This award establishes that the student has studied the basics of analog and digital electronics, both in theory and in laboratory testing and troubleshooting.

### Requirements

#### Required Core:

**Units: 12.0**

ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 133	DC AND AC FUNDAMENTALS	4.0
ET 135 *	SEMICONDUCTOR DEVICES AND CIRCUITS	4.0

**Total: 12.0**

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

## BASIC CULINARY ARTS - A.S. Degree

### Summary

The Basic Culinary Arts Associate of Science degree program prepares students for many contemporary employment opportunities. These include jobs as institution and cafeteria cooks, private household cooks, food preparation workers, food service managers, chefs and head cooks, and first line supervisors of food preparation and serving workers. Students will be provided with the essential skills of sanitation, foundational cooking and baking, operations, and production in order to reach their career goals and to be competitive in the marketplace.

#### Learning Outcome(s):

- Demonstrate preparation for employment in the food service industry.
- Demonstrate practical skills in a wide variety of applications related to the food service.
- Demonstrate proficient safety and sanitation production practices as related to the food service industry.

### Requirements

#### Required Core:

**Units: 24.0-26.0**

<i>Select one</i>		0.0-2.0
FN 171 *	SANITATION AND SAFETY	2.0
OR		
FN 210 *	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0

FN 241 *	CULINARY PRINCIPLES II	3.0
FN 244 *	BAKING FUNDAMENTALS I	3.0
<i>Select both</i>		3.0
CWE 180 †	CO-OP-ED CULINARY ARTS	2.0
AND		
FN 261 †	INTERNSHIP	1.0
<i>Select one</i>		3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
OR		
FN 205	NUTRITION FOR CULINARY PROFESSIONALS	3.0

**Restricted Electives: Select three courses****Units: 6.0**

FN 220 *	FRENCH BISTRO CUISINE	2.0
FN 232 *	TECHNIQUES OF HEALTHY COOKING	2.0
FN 140 *	WORLD CUISINES	2.0
FN 222 *	CHINESE CUISINE	2.0
FN 142 *	CLASSICAL FRENCH CUISINE	2.0
FN 223 *	ASIAN CUISINE	2.0
FN 226 *	MEXICAN CUISINE	2.0
FN 227 *	MEDITERRANEAN CUISINE	2.0
FN 228 *	ITALIAN CUISINE	2.0
FN 230 *	VEGETARIAN CUISINE	2.0
FN 236 *	AMERICAN REGIONAL CUISINE	2.0
FN 235	EUROPEAN REGIONAL FOODS TOUR	2.0
FN 282	INTRODUCTION TO HERBS	2.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 30.0-32.0**

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

† Recommended to be taken in the last semester of the program.

\* Students with valid California ServSafe Certification may have this core requirement waived.

**BASIC CULINARY ARTS - Certificate of Achievement****Summary**

The Basic Culinary Arts Certificate of Achievement program prepares students for many contemporary employment opportunities. These include jobs as institution and cafeteria cooks, private household cooks, food preparation workers, food service managers, chefs and head cooks, and first line supervisors of food preparation and serving workers. Students will be provided with the essential skills of sanitation, foundational cooking and baking, operations, and production in order to reach their career goals and to be competitive in the marketplace.

**Learning Outcome(s):**

- Demonstrate preparation for employment in the food service industry.
- Demonstrate practical skills in a wide variety of applications related to the food service.
- Demonstrate proficient safety and sanitation production practices as related to the food service industry.

**Requirements****Required Core:****Units: 24.0-26.0**

<i>Select one</i>		0.0-2.0
FN 171 *	SANITATION AND SAFETY	2.0
OR		
FN 210 *	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 241 *	CULINARY PRINCIPLES II	3.0
FN 244 *	BAKING FUNDAMENTALS I	3.0
<i>Select both</i>		3.0
CWE 180 †	CO-OP-ED CULINARY ARTS	2.0
AND		
FN 261 †	INTERNSHIP	1.0
<i>Select one</i>		3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
OR		
FN 205	NUTRITION FOR CULINARY PROFESSIONALS	3.0

**Restricted Electives: Select three courses****Units: 6.0**

FN 220 *	FRENCH BISTRO CUISINE	2.0
FN 232 *	TECHNIQUES OF HEALTHY COOKING	2.0
FN 140 *	WORLD CUISINES	2.0
FN 222 *	CHINESE CUISINE	2.0
FN 142 *	CLASSICAL FRENCH CUISINE	2.0
FN 223 *	ASIAN CUISINE	2.0
FN 226 *	MEXICAN CUISINE	2.0
FN 227 *	MEDITERRANEAN CUISINE	2.0
FN 228 *	ITALIAN CUISINE	2.0
FN 230 *	VEGETARIAN CUISINE	2.0
FN 236 *	AMERICAN REGIONAL CUISINE	2.0
FN 235	EUROPEAN REGIONAL FOODS TOUR	2.0
FN 282	INTRODUCTION TO HERBS	2.0

**Total: 30.0-32.0**

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

† Recommended to be taken in the last semester of the program.

\* Students with valid California ServSafe Certification may have this core requirement waived.

**BASIC MUSIC SKILLS - Certificate of Achievement**

## Summary

Completion of the Certificate of Achievement in Basic Music Skills prepares students for transfer into a Bachelors of Arts in Music degree. The certificate focuses on the theory and musicianship components necessary for transfer. The certificate serves as a foundation for a variety of stackable specialty certificates in the areas of Jazz Studies, Jazz Composition, Vocal Studies, Commercial Music, Instrumental Studies, Music Composition, Piano Pedagogy, and Keyboard Studies. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms

## Requirements

### Required Core:

**Units: 8.0**

MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0

**Total: 8.0**

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

## BIOLOGY - A.S. Degree

### Summary

The curriculum in the Biology Associate in Science Degree is designed to provide the transfer student the opportunity to achieve a biology degree with greater flexibility in completing restrictive electives. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Biology Associate in Science degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Demonstrate a working knowledge of the scientific method.
- Demonstrate the ability to make links among topics and sub-disciplines so that information can be used for deeper comprehension.
- Demonstrate the ability to use the attained knowledge foundation to illustrate concepts and compare examples.

## Requirements

### Required Core:

**Units: 13.0**

CHEM 1A *	GENERAL CHEMISTRY	5.0
BIO 4A *	PRINCIPLES OF CELLULAR BIOLOGY	4.0
BIO 4B *	PRINCIPLES OF ORGANISMAL BIOLOGY	4.0

### Restricted Electives:

**Units: 10.0**

BIO 3C	BIOCHEMISTRY AND MOLECULAR BIOLOGY	5.0
BIO 11 *	HUMAN ANATOMY	4.0
BIO 12 *	HUMAN PHYSIOLOGY	4.0
BIO 15 *	GENERAL MICROBIOLOGY	5.0



BIO 19	MARINE BIOLOGY	4.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
BIO 22 *	HUMAN GENETICS	3.0
BIO 28	PLANTS AND HUMAN AFFAIRS	3.0
BIO 30	HUMAN BIOLOGY	3.0
BIO 31	BIOLOGY OF PLANTS	4.0
BIO 40	EVOLUTION	3.0
BIO 43	ANIMAL BEHAVIOR	3.0
BIO 45	BIOLOGY OF HUMAN DISEASE	3.0
<i>Select one</i>		1.5
BIO 49	RESEARCH IN BIOLOGY AND BIOCHEMISTRY A	1.5
OR		
BIO 49H	HONORS RESEARCH IN BIOLOGY AND BIOCHEMISTRY A	1.5
<i>Select one</i>		1.5
BIO 50	RESEARCH IN BIOLOGY AND BIOCHEMISTRY B	1.5
OR		
BIO 50H	HONORS RESEARCH IN BIOLOGY AND BIOCHEMISTRY B	1.5
BIO 112	PATHOPHYSIOLOGY	3.0
<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MS 20	INTRODUCTION TO OCEANOGRAPHY	4.0
<i>Select one</i>		5.0
PHYS 2A *	INTRODUCTION TO PHYSICS	5.0
OR		
PHYS 4A *	GENERAL PHYSICS	5.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## BIOLOGY - AS-T Degree

### Summary

The curriculum of the Department of Biological Sciences is designed to provide the transfer student the opportunity to achieve a Biology Associate in Science for Transfer degree by providing the necessary breadth of study and an introduction to research methods used in a variety of biology disciplines. The Biology Associate in Science for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate

degree in biology or similar major. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

To earn the Associate in Science in Biology for Transfer degree, students must complete 60 CSU-transferable semester units with a minimum grade point average of 2.0, including both of the following:

- completion of all courses required for the major with a grade of "C" (or "P" Pass) or better; and
- completion of the California State University General Education or Intersegmental General Education Transfer Curriculum for Science, Technology, Engineering, and Mathematics (CSU GE or IGETC for STEM) pattern

CSU GE for STEM certification requires the following courses before transfer:

- all courses in Areas A, B, and E of the traditional CSU GE curriculum;
- two courses in Area C – one course in Subarea C1 Arts and one course in Subarea C2 Humanities;
- one course in Area D Social Sciences
- one course in Area F Ethnic Studies

The following deferred courses must be completed after transfer:

- one remaining lower-division general education course in Area C Arts and Humanities
- one remaining lower-division general education course in Area D Social Sciences

IGETC for STEM certification requires the following courses before transfer:

- all courses in Areas 1 (except 1C for UC-bound students), 2, and 5 of the traditional IGETC;
- two courses in Area 3 Arts and Humanities – one course in Area 3A Arts and one course in Area 3B Humanities; and
- two courses in Area 4 Social and Behavioral Sciences from two different disciplines.

The following deferred courses must be completed after transfer:

- one remaining lower-division general education course in Area 3 Arts and Humanities;
- one remaining lower-division general education course in Area 4 Social Sciences;
- one course in Area 6A Language Other than English for UC-bound students who have not satisfied the requirement through proficiency

### Learning Outcome(s):

- A working knowledge of the scientific method.
- The ability to articulate (verbally and in writing) knowledge of biological concepts, biological methods, and current biological issues.
- An awareness of the impact that biology has had on society at large.
- Scientific critical thinking skills, such as assessing the appropriateness of experimental design and interpreting data.

## Requirements

### Required Core:

**Units: 8.0**

BIO 4A *	PRINCIPLES OF CELLULAR BIOLOGY	4.0
BIO 4B *	PRINCIPLES OF ORGANISMAL BIOLOGY	4.0

### List A:

**Units: 25.0**

CHEM 1A *	GENERAL CHEMISTRY	5.0
CHEM 1B *	GENERAL CHEMISTRY	5.0
<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
<i>Select PHYS 2A and PHYS 2B or PHYS 4A and PHYS 4B</i>		10.0
PHYS 2A *	INTRODUCTION TO PHYSICS	5.0
AND		
PHYS 2B *	INTRODUCTION TO PHYSICS	5.0
OR		
PHYS 4A *	GENERAL PHYSICS	5.0
AND		
PHYS 4B *	GENERAL PHYSICS	5.0

**Total: 33.0**

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

## BIOMEDICAL ILLUSTRATION - Certificate of Achievement

### Summary

Biomedical illustration is a unique discipline combining design, science, art, communication, and media technology. Biomedical illustrators work in a variety of media and industries to create visuals that transform complex information and data into images that explain, inform, and record scientific research and discoveries. In this program, students will combine illustration, drawing, biology, and anatomy studies to gain skills and apply them in the Biomedical illustration field. The program combines classroom and laboratory instruction to provide students with a well-rounded preparation in the Biomedical and life science illustration fields. The goal of the program is to train and prepare students for a career in the field as illustrators in various medical, science, and technical presentation areas. Among the applications of target skills are textbooks and journals, web, television, patient education, museums, veterinary, dental, trade shows, pharmaceutical advertising, and medical illustration used by attorneys and law enforcement to clarify complex medical information for judges and juries. Students completing this certificate will have foundational skills to prepare them for entry-level employment in this field.

### Learning Outcome(s):

- Evaluate, understand, and translate scientific data into visual communication.
- Evaluate illustration methods and media to determine the most appropriate approach for the subject.
- Demonstrate a basic knowledge of anatomy and physiology.
- Apply traditional and digital illustration and drawing skills.
- Design, produce, and market scientific and medical illustrations to a broad audience.

### Requirements

#### Required Core:

**Units: 29.0**

GD 149	DIGITAL ILLUSTRATION	3.0
ART 80	DRAWING I	3.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
GD 200	PHOTOSHOP SKILLS FOR GRAPHIC DESIGNERS	3.0
GD 150	DIGITAL ANIMATION	3.0
ART 85	DRAWING FROM THE LIVE MODEL I	3.0
BIO 113	HUMAN ANATOMY AND PHYSIOLOGY	4.0

GD 199	DIGITAL ILLUSTRATION II	3.0
GD 249 *	BIOMEDICAL ILLUSTRATION	3.0

**Total: 29.0**

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

## BUSINESS ADMINISTRATION 2.0 - AS-T Degree

### Summary

The study of business is a broad and diverse discipline that encompasses topics and tools needed for transfer to baccalaureate programs as well as for entering the world of professional business careers, whether domestic or global. Students who complete the Business Administration 2.0 receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, pursuit of which can be achieved through transfer.

One of the main goals of the Business Administration 2.0 is to help students wishing to pursue a baccalaureate degree to transfer seamlessly to a CSU to major in Business Administration. Coursework necessary to transfer to a UC and many private universities is also included in the curriculum, and the courses selected by the student can be tailored with advice provided by an academic counselor to emphasize one of the various concentrations available.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Demonstrate preparation for transfer to a four-year institution with the required business, accounting, economics, math, and other learning.
- Identify, summarize, and compare the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Communicate clearly, effectively, and appropriately in writing and orally using the language of business.
- Make effective business decisions using appropriate systematic, evaluative, ethical, analytical, information-based approaches.
- Develop and exhibit high standards of professional practice, demonstrating awareness of ethical and social responsibilities in today's diverse, team-oriented, technology dependent, rapidly changing environment.

### Requirements

Required Core:		Units: 28.0
ACCT 1A	FINANCIAL ACCOUNTING	4.0
ACCT 1B *	MANAGERIAL ACCOUNTING	4.0
<i>Select one</i>		3.0
ECON 2 *	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0
<i>Select one</i>		3.0

ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
OR		
BUS 104 *	BUSINESS COMMUNICATION	3.0

**Total: 28.0**

## BUSINESS COMMUNICATION SKILLS - Certificate of Achievement

### Summary

The Business Communication Skills low-unit certificate prepares students to use effective workplace communications, written and oral. Effective documents, reports, and other written communications, internal and external, print and electronic, are emphasized. Students learn to communicate clearly, use effective interpersonal skills, and apply listening skills, all for the business environment. While countless occupations require communications skills, occupations specific to communications include, but are not limited to, Media and Communication workers, Public Relations Assistants, Sales and Marketing Assistants, Office Assistants, Event Planners, Dispatchers, Fundraising Specialists, and Supervisors.

### Learning Outcome(s):

- Effectively and appropriately apply principles, planning, organization, and styles to written and oral business communications, including proper consideration of ethical, cultural, gender, and other aspects of the communication.
- Create appropriate written business documents, such as letters, memorandums, reports, proposals, requests for proposals (RFPs), instructions, employment-related documents, as well as email and other online written business communications. Use correct grammar, style, and format.
- Orally communicate clearly, effectively, and appropriately, including critical listening, communication with workplace superiors, coworkers, customers, clients; use telephone, webinar, and other online communications; use teamwork, meeting, and leadership skills, interviewing, business etiquette, presentations, as well as nonverbal communications.

- Behave in a professional manner appropriate to organizational expectations, including the exercise of initiative and self-direction and observation of laws, rules, and ethical practices.

## Requirements

### Required Core:

**Units: 10.0-11.0**

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0

### Restricted Electives: Select one course

**Units: 3.0-4.0**

BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 135	MARKETING	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
CIMA 102	WORD PROCESSING - WORD	3.0
CIMA 108	BUSINESS PRESENTATIONS - POWERPOINT	3.0
COMM 5	INTERPERSONAL COMMUNICATION	3.0
COMM 20	INTERCULTURAL COMMUNICATION	3.0

**Total: 13.0-15.0**

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

## BUSINESS COMMUNICATIONS - Certificate of Achievement

### Summary

Completion of the Business Communications Certificate prepares students to use effective workplace communications, written and oral. Effective documents, reports, and other written communications, internal and external, print and electronic, are emphasized. Students will learn to work effectively in today's business environments and management structures. They will use effective human relations techniques for team or project management. Students learn to communicate clearly, use effective interpersonal skills, and apply listening skills, all for the business environment. While innumerable occupations require communications skills, occupations specific to communications include, but are not limited to, corporate communications specialists, assistants, and managers; media and communication specialists, assistants and managers; public relations assistants and managers; strategic communications assistants; sales and

marketing coordinators, specialists, assistants, and managers; copywriters; content specialists; office assistants; event planners and consultants; fundraising specialists and assistants; and supervisors.

### Learning Outcome(s):

- Work effectively in today's business environments and management structures.
- Identify the fundamentals of legal systems, and technological, social, ethical, global, and political forces affecting the development and operation of businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- List, describe, give examples of, and apply the key management functions of planning, organizing, leading, controlling, and project management in ways that will contribute to organizational and business success and social responsibility.
- Describe/apply effective human relations techniques for team or project management.
- Effectively and appropriately apply principles, planning, organization, tone, and styles to written and oral business communications, including adequate consideration of ethical, cultural, gender, and other aspects of the communication.
- Create appropriate and effective written business documents, such as letters, memorandums, reports, proposals, requests for proposals (RFPs), instructions, employment-related documents, as well as email and other online written business communications.
- Use correct grammar, punctuation, tone, style, and document format.
- Use appropriate business oral communications clearly, effectively, and appropriately, including critical listening, communication with workplace superiors, coworkers, customers, clients; use telephone, webinar, video conferencing, and other distance and online communications.
- Use effective teamwork, meeting, and leadership skills, interviewing, business etiquette, presentations, as well as nonverbal communications.
- Behave in a professional manner appropriate to organizational expectations, including the exercise of initiative and self-direction and observation of laws, rules, and ethical practices.

## Requirements

### Required Core:

**Units:** 19.0-20.0

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		



BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
<b>Restricted Electives: Select one course</b>		<b>Units: 3.0-4.0</b>
BUS 16	PERSONAL LAW, STREET LAW	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 135	MARKETING	3.0
BUS 160	ENTREPRENEURSHIP	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
CIM 112	MICROSOFT OFFICE	3.0
CIMA 102	WORD PROCESSING - WORD	3.0
CIMA 108	BUSINESS PRESENTATIONS - POWERPOINT	3.0
COMM 5	INTERPERSONAL COMMUNICATION	3.0
COMM 20	INTERCULTURAL COMMUNICATION	3.0

**Total: 22.0-24.0**

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

## BUSINESS DATA ANALYTICS AND DATABASE - A.S. Degree

### Summary

The Business Data Analytics and Database Associate of Science degree prepares students for various rapidly evolving information technology-related data analytics degrees. The restrictive electives will also allow students to prepare for traditional 4-year data science degrees. Analytics (analysis of data) and database (data organization) are two high-demand careers. The core requirements of the degree introduce students to high-demand critical evolving data technologies, including relational databases, SQL (universal standard language for communicating to relational databases), data visualization, data modeling, data warehousing, database reporting using Tableau, big data, NoSQL, cloud and business intelligence using Microsoft Power BI and Excel.

### Learning Outcome(s):

- Identify basics of data management and manipulation, including SQL, Cloud Storage Services, Relational Database Vendors, and Relational Database Interfaces.
- Perform various Data Analytics skills of analyzing, manipulating, and reporting data.
- Develop data visualizations for business decision-making using applications like Tableau and Power BI.

### Requirements

<b>Required Core:</b>		<b>Units: 12.5</b>
CIMA 105	MICROSOFT EXCEL FOR DATA ANALYTICS	3.0
CIMA 288	DATABASE REPORTING	3.5
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
<i>Select one</i>		3.0
CIMP 7A £	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
OR		
CIMP 8A £	PROGRAMMING WITH PYTHON	3.0

<b>Restricted Electives:</b>		<b>Units: 6.0-7.5</b>
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0

OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 204 *	ADVANCED SPREADSHEETS - EXCEL	3.0
CIMA 106	DATABASE - ACCESS	3.0
CIMP 7A £	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
OR		
CIMP 8A £	PROGRAMMING WITH PYTHON	3.0
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
OR		
CIMP 8B *	ADVANCED PYTHON PROGRAMMING	3.0
CIMP 241	CLOUD COMPUTING FOR DEVELOPERS	3.5
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.5-20.0**

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

£ Course can be taken as either as core requirement or restricted elective; it may not be counted as both.

## BUSINESS EDUCATION CORE - Certificate of Achievement

### Summary

The Business Education Core Certificate of Achievement provides students with the core of courses that constitute foundational business knowledge and skills for the various Certificates of Achievement offered in Business.

The jobs for which this certificate prepares students include entry level office clerks, accounting assistants, production assistants, office assistants, recreation assistants, audio and video equipment assistants, billing and posting clerks, and many others across a wide range of industries.

### Learning Outcome(s):

- Communicate effectively, orally and in writing, in the business workplace environment.

- Prepare business documents and reports using Internet and other research sources accurately and appropriately and using appropriate visual representation in the form of graphs and/or tables.
- Behave appropriately in a workplace, following business policies and procedures and directions and using independent judgment as needed and using decision-making skills to solve problems.
- Explain ways that governmental/political, social, economic, technological, and global characteristics affect business.
- Explain or present knowledge of business ownership, organization and functions, and the systems, technologies, and controls through which business organizations operate.
- Identify the various forms of business entities and identify distinguishing characteristics among them.

## Requirements

### Required Core:

**Units: 13.0-14.0**

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0

**Total: 13.0-14.0**

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

## BUSINESS EDUCATION FOUNDATIONS - Certificate of Achievement

### Summary

The Business Education Foundations Certificate of Achievement provides students with the core of courses that constitute foundational business knowledge and skills for the various associates degrees offered in Business as well as for transfer to a bachelor's or other advanced degree program.

The jobs for which this certificate prepares students include entry level office clerks, accounting assistants, production assistants, office assistants, recreation assistants, audio and video equipment assistants, billing and posting clerks, assistants to administrative services managers, construction managers, cost estimators, general and operations managers, industrial production managers, management analysts, sales managers, social and community service managers, transportation, storage, and distribution managers, other managers, and many others across a wide range of industries.

### Learning Outcome(s):

- Communicate effectively, orally and in writing, in the business workplace environment.
- Prepare business documents and reports using Internet and other research sources accurately and appropriately and using appropriate visual representation in the form of graphs and/or tables.
- Behave appropriately in a workplace, following business policies and procedures and directions and using independent judgment as needed and using decision-making skills to solve problems.
- Explain ways that governmental/political, social, economic, technological, and global characteristics affect business.
- Explain or present knowledge of business ownership, organization and functions, and the systems, technologies, and controls through which business organizations operate.
- Solve problems through hands-on projects to develop computer-based solutions to business problems
- Identify the various forms of business entities and identify distinguishing characteristics among them
- Apply principles of business management to analyze and propose solutions to business problems
- Apply mathematical skills and knowledge to answer business questions or describe business characteristics

## Requirements

### Required Core:

**Units: 23.0-24.0**

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 120	BUSINESS MANAGEMENT	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
<i>Select one</i>		3.0
ACCT 215	GENERAL ACCOUNTING	3.0
OR		
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
BUS 205 *	BUSINESS MATH	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

**Total: 23.0-24.0**

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

## BUSINESS LEADERSHIP - A.S. Degree

### Summary

This Business Leadership Associate of Science degree program develops leadership skills needed for success in business careers through effective communications, problem-solving techniques, decision making, and managing resources and meetings. Topics also include economic, sociocultural, and technological trends, making ethical decisions, and motivating others. Some jobs that apply the skills learned in this degree include first-line supervisors, department, production, or plant supervisors, operations supervisors and managers, project managers, and assistants for these positions across various industries of interest.

### Learning Outcome(s):

- Communicate clearly, effectively, and appropriately in writing and orally.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development, operation, and success of businesses.
- Assess human communication styles; plan and apply motivational strategies; solve human relations issues.
- Demonstrate the importance of leadership in managing change and implementing a new vision for an organization.
- Evaluate and apply ethical leadership strategies to various leadership situations.

### Requirements

#### Required Core:

**Units:** 32.0-33.0

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 120	BUSINESS MANAGEMENT	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
BUS 205	BUSINESS MATH	3.0
OR		
ACCT 215	GENERAL ACCOUNTING	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		

PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
<i>Select one</i>		3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
OR		
COMM 20	INTERCULTURAL COMMUNICATION	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 229	ORGANIZATIONAL BEHAVIOR	3.0

### Associate in Science Degree

Completion of the certificate program and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate in Science degree. A minimum of 12 units must be completed at Saddleback College. Degree may be completed with 60-68 units depending on the transfer pattern courses chosen by the student.

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 32.0-33.0**

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

## BUSINESS LEADERSHIP - Certificate of Achievement

### Summary

The Business Leadership Certificate of Achievement program is designed to increase the ability to succeed in a highly competitive work environment. It adds to and/or enhances leadership skills. The program develops leadership skills needed for success in business careers through effective communications, problem-solving, decision making, motivation, and teamwork strategies, and managing resources and meetings. Some jobs that apply the skills developed in completing this certificate include administrative assistants, first-line supervisory assistants, administrative support workers, operations management assistants, facilities managers, project management assistants, and other decision-making roles.

### Learning Outcome(s):

- Communicate clearly, effectively, and appropriately in writing and orally.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Assess human communication styles and interact effectively based on those assessments.
- Plan and apply strategies to motivate others.
- Solve human relations issues.
- Demonstrate the importance of leadership in managing change and implementing a vision for an organization.
- Evaluate and apply ethical leadership strategies to various organizational situations.

### Requirements

**Required Core:**

**Units: 22.0-23.0**

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
<i>Select one</i>		3.0
BUS 118	BUSINESS LEADERSHIP	3.0
OR		
BUS 120	BUSINESS MANAGEMENT	3.0
<i>Select one</i>		3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
OR		
COMM 20	INTERCULTURAL COMMUNICATION	3.0
OR		
BUS 21	BUSINESS ETHICS	3.0

**Total: 22.0-23.0**

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

## BUSINESS MANAGEMENT - A.S. Degree

### Summary

The Business Management Associate Degree program prepares students with the key competencies and concepts related to positions involving leading, planning, organizing, directing, controlling, making decisions. Positions that need these skills include office, recreation, inventory, production, schedule, and other management and management assistant positions across a wide range of industries. The program prepares new employees for such positions and upgrades the skills of employees already holding such positions. The curriculum in the Business Management Associate Degree program is designed to provide students the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers in business, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Communicate clearly, effectively, and appropriately in writing and orally.



- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Apply the basics of financial accounting.
- Assess human communication styles; plan and apply motivational strategies; solve human relations issues.
- List, describe, and give examples of the key management functions of planning, organizing, leading, controlling, and project management.
- Apply principles of management in ways that will contribute to organizational and business success and social responsibility using case studies, simulations, and classroom participation.

## Requirements

### Required Core:

**Units: 29.0-30.0**

<i>Select one</i>			3.0
BUS 1	INTRODUCTION TO BUSINESS		3.0
OR			
BUS 1H	HONORS INTRODUCTION TO BUSINESS		3.0
<i>Select one</i>			3.0
ACCT 215	GENERAL ACCOUNTING		3.0
OR			
BUS 10 *	BUSINESS STATISTICS		3.0
OR			
MATH 10 *	INTRODUCTION TO STATISTICS		3.0
OR			
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES		3.0
<i>Select one</i>			3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW		3.0
OR			
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW		3.0
BUS 102	ORAL BUSINESS COMMUNICATIONS		3.0
<i>Select one</i>			3.0-4.0
BUS 103	BUSINESS ENGLISH		3.0
OR			
ENG 1A *	PRINCIPLES OF COMPOSITION I		4.0
OR			
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I		4.0
BUS 104 *	BUSINESS COMMUNICATION		3.0
<i>Select one</i>			3.0
BUS 105	SOCIAL MEDIA MARKETING		3.0
OR			
BUS 135	MARKETING		3.0
BUS 120	BUSINESS MANAGEMENT		3.0
<i>Select one</i>			1.0
BUS 196	WORKPLACE SUCCESS SKILLS		1.0
OR			
CWE 180	CO-OP-ED-BUSINESS		1.0
CIM 1	COMPUTER INFORMATION SYSTEMS		4.0

**Restricted Electives:****Units: 6.0**

BUS 16	PERSONAL LAW, STREET LAW	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 150	INTERNATIONAL BUSINESS	3.0
BUS 160	ENTREPRENEURSHIP	3.0
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING	3.0
BUS 224	MONEY, BANKS, AND FINANCIAL INSTITUTIONS	3.0
BUS 227	EMPLOYMENT LAW	3.0
BUS 229	ORGANIZATIONAL BEHAVIOR	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 35.0-36.0**

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

**CATERING - A.S. Degree****Summary**

The Catering Associate of Science program is designed to prepare students for a wide variety of employment opportunities within catering operations such as catering managers, catering chefs and head cooks, catering cooks, and catering business owners. In addition, the program also offers coursework for professional improvement. Students will be provided with the essential skills of sanitation, foundational cooking and baking, operations, and production in order to reach their career goals and to be competitive in the marketplace.

**Learning Outcome(s):**

- Demonstrate preparation for employment in the catering industry.
- Demonstrate proficient catering skills necessary for business operations.
- Demonstrate competence in the production of catered events.

**Requirements****Required Core:****Units: 30.0-32.0**

<i>Select one</i>		0.0-2.0
FN 171 *	SANITATION AND SAFETY	2.0
OR		
FN 210 *	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0

FN 244 *	BAKING FUNDAMENTALS I	3.0
FN 176	FOOD AND BEVERAGE OPERATIONS	3.0
FN 173 *	CATERING AND BANQUETS	3.0
FN 152	SPECIAL EVENTS AND CATERING MANAGEMENT	3.0
FN 285	PERSONAL CHEF	3.0
<i>Select both</i>		3.0
CWE 180 †	CO-OP-ED CULINARY ARTS	2.0
AND		
FN 261 †	INTERNSHIP	1.0
<i>Select one</i>		3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
OR		
FN 205	NUTRITION FOR CULINARY PROFESSIONALS	3.0

**Restricted Electives: Select two courses****Units: 2.0-6.0**

FN 220 *	FRENCH BISTRO CUISINE	2.0
BUS 160	ENTREPRENEURSHIP	3.0
FN 232 *	TECHNIQUES OF HEALTHY COOKING	2.0
FN 140 *	WORLD CUISINES	2.0
FN 222 *	CHINESE CUISINE	2.0
FN 245 *	BAKING FUNDAMENTALS II	3.0
FN 142 *	CLASSICAL FRENCH CUISINE	2.0
FN 223 *	ASIAN CUISINE	2.0
FN 226 *	MEXICAN CUISINE	2.0
FN 227 *	MEDITERRANEAN CUISINE	2.0
FN 228 *	ITALIAN CUISINE	2.0
FN 230 *	VEGETARIAN CUISINE	2.0
FN 236 *	AMERICAN REGIONAL CUISINE	2.0
FN 281	FLAVOR DYNAMICS	3.0
FN 235	EUROPEAN REGIONAL FOODS TOUR	2.0
FN 282	INTRODUCTION TO HERBS	2.0
FN 286 *	SUGAR CONFECTIONERY	1.0
FN 287 *	CHOCOLATE CONFECTIONERY	1.0
FN 288 *	ADVANCED BAKING AND PASTRY	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.****Total: 32.0-38.0**

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

† Recommended to be taken in last semester of program.

\* Students with valid California ServSafe Certification may have this core requirement waived.

# CATERING - Certificate of Achievement

## Summary

The Catering Certificate of Achievement program is designed to prepare students for a wide variety of employment opportunities within catering operations such as catering managers, catering chefs and head cooks, catering cooks, and catering business owners. In addition, the program also offers coursework for professional improvement. Students will be provided with the essential skills of sanitation, foundational cooking and baking, operations, and production in order to reach their career goals and to be competitive in the marketplace.

### Learning Outcome(s):

- Demonstrate preparation for employment in the catering industry.
- Demonstrate proficient catering skills necessary for business operations.
- Demonstrate competence in the production of catered events.

## Requirements

### Required Core:

**Units: 30.0-32.0**

<i>Select one</i>		0.0-2.0
FN 171 **	SANITATION AND SAFETY	2.0
OR		
FN 210 **	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 244 *	BAKING FUNDAMENTALS I	3.0
FN 176	FOOD AND BEVERAGE OPERATIONS	3.0
FN 173 *	CATERING AND BANQUETS	3.0
FN 152	SPECIAL EVENTS AND CATERING MANAGEMENT	3.0
FN 285	PERSONAL CHEF	3.0
<i>Select both</i>		3.0
CWE 180 †	CO-OP-ED CULINARY ARTS	2.0
AND		
FN 261 †	INTERNSHIP	1.0
<i>Select one</i>		3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
OR		
FN 205	NUTRITION FOR CULINARY PROFESSIONALS	3.0

### Restricted Electives: Select two courses

**Units: 2.0-6.0**

FN 220 *	FRENCH BISTRO CUISINE	2.0
BUS 160	ENTREPRENEURSHIP	3.0
FN 232 *	TECHNIQUES OF HEALTHY COOKING	2.0
FN 140 *	WORLD CUISINES	2.0
FN 222 *	CHINESE CUISINE	2.0
FN 245 *	BAKING FUNDAMENTALS II	3.0
FN 142 *	CLASSICAL FRENCH CUISINE	2.0
FN 223 *	ASIAN CUISINE	2.0

FN 226 *	MEXICAN CUISINE	2.0
FN 227 *	MEDITERRANEAN CUISINE	2.0
FN 228 *	ITALIAN CUISINE	2.0
FN 230 *	VEGETARIAN CUISINE	2.0
FN 236 *	AMERICAN REGIONAL CUISINE	2.0
FN 281	FLAVOR DYNAMICS	3.0
FN 235	EUROPEAN REGIONAL FOODS TOUR	2.0
FN 282	INTRODUCTION TO HERBS	2.0
FN 286 *	SUGAR CONFECTIONERY	1.0
FN 287 *	CHOCOLATE CONFECTIONERY	1.0
FN 288 *	ADVANCED BAKING AND PASTRY	3.0

**Total: 32.0-38.0**

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

† Recommended to be taken in last semester of program.

\*\* Students with valid California ServSafe Certification may have this core requirement waived.

## CHEMISTRY - A.S. Degree

### Summary

The curriculum in the Chemistry Associate Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment at the technician level in government agencies and many areas of industry and manufacturing such as petroleum, foods, pharmaceuticals, plastics, and textiles.

### Learning Outcome(s):

- Demonstrate a working knowledge of inorganic and organic chemistry, including calculations, reactions, and nomenclature.
- Apply to other fields.
- Demonstrate problem-solving and critical thinking skills.
- Engage in hands-on experiences in both the classroom and the laboratory.
- Show confidence in laboratory skills, operate independently during many procedures, and learn to design their own experiments.
- Interpret experimental information, develop relationships, and correlate that experimental information with theory.
- Write quality exams and laboratory reports, with well-developed explanations, discussions, and conclusions.

### Requirements

#### Required Core:

**Units: 20.0**

CHEM 1A *	GENERAL CHEMISTRY	5.0
CHEM 1B *	GENERAL CHEMISTRY	5.0
CHEM 12A *	ORGANIC CHEMISTRY	5.0
CHEM 12B *	ORGANIC CHEMISTRY	5.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 20.0**

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

## CHILD AND ADOLESCENT DEVELOPMENT - AA-T Degree

### Summary

The Associate in Arts in Child and Adolescent Development for Transfer (AAT) prepares students to demonstrate a basic understanding of child development theory and concepts, as well as preparation in lower-division coursework designed to enhance further developmental study. Studies include classical and contemporary research spanning conception through adolescence to promote the positive developmental outcomes essential to fostering healthy growth and learning of children and families in a diverse society. The major incorporates information from a variety of disciplines to provide a broad academic and professional foundation for working with children and families.

The major will provide students with the strong preparation necessary for pursuing studies at the university level in various careers such as children's services, mental health, family support, youth programs, developmental research, teaching, early childhood education, public policy, social work, school psychology, child life and similar fields related to children and their families from infancy through adolescence. The coursework is designed to meet the needs of people planning to transfer to CSU into programs in Child Development, Human Development, Child and Adolescent Development, Family and Consumer Sciences, and Liberal Studies (Child Development and Elementary Education Tracks).

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Synthesize research-based theories including principles and practices of child and adolescent development and learning.
- Utilize critical thinking skills to analyze, evaluate, and make decisions concerning complex contemporary issues and the interactions among individuals and across societies.
- Use scientific methodologies to study human development from infancy through adolescence.
- Demonstrate knowledge of development in all learning domains from conception through adolescence, including knowledge about typical and atypical development.

### Requirements

#### Required Core:

**Units: 9.0**

CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
<i>Select one</i>		3.0
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		

PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
<i>Select one</i>		3.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

<b>List A:</b>		<b>Units: 9.0</b>
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
And		
Select two courses from below (6 units)		
CDE 18 *	EXCEPTIONAL CHILDREN	3.0
CDE 90 *	INTRO TO ELEMENTARY EDUCATION	3.0
CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
CDE 111 *	CHILD GUIDANCE AND COMMUNICATION	3.0
CDE 117 *	TEACHING IN A DIVERSE SOCIETY	3.0
CDE 120 *	OBSERVATION AND ASSESSMENT	3.0
CDE 123 *	INFANT AND TODDLER DEVELOPMENT	3.0
CDE 124 *	PRESCHOOL AND EARLY PRIMARY CHILD DEVELOPMENT	3.0
CDE 126 *	SCHOOL AGE AND ADOLESCENT DEVELOPMENT	3.0
HS 120 *	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY	3.0

**Total: 18.0**

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

## CHINESE - A.A. Degree

### Summary

The curriculum in the Chinese program is designed to provide the student the opportunity to achieve an Associate of Arts in Chinese degree by providing the necessary breadth in the field. Students who complete the Associate of Arts Degree in Chinese will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

A Chinese degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the Chinese program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in Chinese degree.

### Learning Outcome(s):

- Accurately interpret written sections in Chinese.
- Accurately interpret spoken language in Chinese.
- Demonstrate proficient conversational skills in Chinese.
- Demonstrate knowledge of the history, politics, literature, culture and arts of Chinese speaking countries as well as people who speak Chinese.

### Requirements

**Required Core:**

**Units: 23.0**



CHI 1 *	ELEMENTARY CHINESE	5.0
CHI 2 *	ELEMENTARY CHINESE	5.0
CHI 3 *	INTERMEDIATE CHINESE	5.0
CHI 4 *	INTERMEDIATE CHINESE	5.0
CHI 21 *	INTRODUCTION TO CHINESE CULTURE AND INFLUENCE IN THE U.S.	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## CINEMA-TELEVISION-RADIO - A.S. Degree

### Summary

The Cinema-Television-Radio degree provides preparation for work in the media industry through six specialty options: Cinema, Television, Radio, Post Production, Screen Acting and Voice Performance, or Critical Studies. Topics focus on specialized technical skills, including film/TV producing, directing, cinematography, video editing, production design, radio announcing and acting, that mirror real-world tasks as well as specific media analysis. Opportunities to build the technical, aesthetic, and project management skills needed for employment and advancement in a career in this field are embedded throughout the program. Jobs that utilize the knowledge and skills in this degree include camera operator, video journalist, TV show researcher, film editor, voice-over talent and/or film/TV show talent. This program provides and encourages both field and studio work in the student's area of specialty. Course options include participation in internships at various stations and facilities.

### Learning Outcome(s):

- Apply skills and knowledge required to be successful in the media production industry.
- Produce a demo reel which can showcase their skills and knowledge and help them find employment.
- Demonstrate readiness for employment in the industry.
- Describe the technical, cultural and economic history and trends of radio, television or film.

### Requirements

#### Required Core:

**Units: 6.0**

CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0
CTVR 101	VIDEO PRODUCTION BASICS	3.0

#### Completion of One Specialty Area

**Units: 15.0**

### Cinema Specialty

#### Required Courses:

CTVR 31 *	FILM PRODUCTION I	3.0
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CTVR 32 *	FILM PRODUCTION II	3.0
Restricted Electives: 9 units		
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 151	NON-LINEAR EDITING I	3.0
CTVR 233 *	FILM PRODUCTION III	3.0
CTVR 251 *	NON-LINEAR EDITING II	3.0
CTVR 253 *	DIGITAL SPECIAL EFFECTS	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 264 *	CINEMATOGRAPHY	2.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CTVR 290	ACTING FOR THE CAMERA I	3.0
CTVR 291	ACTING FOR THE CAMERA II - CREATING A CHARACTER	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

### Television Specialty

Required Courses:		
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
Restricted Electives: 9 units		
CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 151	NON-LINEAR EDITING I	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
CTVR 251 *	NON-LINEAR EDITING II	3.0
CTVR 253 *	DIGITAL SPECIAL EFFECTS	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 264 *	CINEMATOGRAPHY	2.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

### Radio Specialty

Required Courses:		
CTVR 110	AUDIO PRODUCTION	3.0
CTVR 113 *	RADIO BROADCASTING	3.0
Restricted Electives: 9 units		
CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 114 *	RADIO STATION ACTIVITIES	2.0
CTVR 115 *	ADVANCED RADIO PERFORMANCE AND STUDIO OPERATIONS	2.0

CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CTVR 290	ACTING FOR THE CAMERA I	3.0
CTVR 291	ACTING FOR THE CAMERA II - CREATING A CHARACTER	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

### Post Production Specialty

#### Required Courses:

CTVR 151	NON-LINEAR EDITING I	3.0
CTVR 251 *	NON-LINEAR EDITING II	3.0

#### Restricted Electives: 9 units

CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 110	AUDIO PRODUCTION	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 253 *	DIGITAL SPECIAL EFFECTS	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

### Screen Acting and Voice Performance Specialty

#### Required Courses:

CTVR 290	ACTING FOR THE CAMERA I	3.0
CTVR 291	ACTING FOR THE CAMERA II - CREATING A CHARACTER	3.0

#### Restricted Electives: 9 units

CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 104	COLD READING AND INTERVIEW TECHNIQUES	3.0
CTVR 110	AUDIO PRODUCTION	3.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 264 *	CINEMATOGRAPHY	2.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
TA 190	ACTING FOR TELEVISION AND FILM	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

### Critical Studies Specialty

## Required Courses:

CTVR 2	HISTORY AND APPRECIATION OF TELEVISION BROADCASTING	3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0
Restricted Electives: 9 units		
CTVR 4	CINEMATIC STORYTELLING	3.0
CTVR 5	HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA	3.0
CTVR 7	CROSS CULTURAL CINEMA	3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION	3.0
CTVR 100	INTRODUCTION TO CINEMA, TELEVISION, AND RADIO	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0
ENG 52 *	THE FILM AS LITERATURE	3.0
TA 47	DISNEY: BROADWAY, FILM, THEME PARKS, AND BEYOND	3.0
TA 48	FROM STAGE TO SCREEN: BROADWAY TO HOLLYWOOD	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degree**

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

**Total units does not include all units required for the degree.**

**Total: 21.0**

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

**CINEMA-TELEVISION-RADIO - Certificate of Achievement****Summary**

The Cinema-Television-Radio Certificate of Achievement provides preparation for work in the media industry through six specialty options: Cinema, Television, Radio, Post Production, Screen Acting and Voice Performance, or Critical Studies. The courses focus on specialized technical skills, including film/TV producing, directing, cinematography, video editing, production design, radio announcing and acting, that mirror real-world tasks as well as specific media analysis. Additionally, courses offer the opportunity to build the technical, aesthetic, and project management skills needed for employment and advancement in a career in this field. Students who complete this certificate can work in a variety of jobs including camera operator, video journalist, TV show researcher, film editor, voice-over talent and/or film/TV show talent.

**Learning Outcome(s):**

- Demonstrate readiness for employment in the media production industry.
- Apply skills and knowledge required for employment in the media production industry.
- Produce a demo reel showcasing media industry skills.

**Requirements**

**Required Core:**

**Units: 6.0**

CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0
CTVR 101	VIDEO PRODUCTION BASICS	3.0

**Completion of One Specialty Area:****Units: 15.0****Cinema Specialty**

## Required Courses:

CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0

## Restricted Electives: 9 units

CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 151	NON-LINEAR EDITING I	3.0
CTVR 233 *	FILM PRODUCTION III	3.0
CTVR 251 *	NON-LINEAR EDITING II	3.0
CTVR 253 *	DIGITAL SPECIAL EFFECTS	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 264 *	CINEMATOGRAPHY	2.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CTVR 290	ACTING FOR THE CAMERA I	3.0
CTVR 291	ACTING FOR THE CAMERA II - CREATING A CHARACTER	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

**Television Specialty**

## Required Courses:

CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0

## Restricted Electives: 9 units

CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 151	NON-LINEAR EDITING I	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
CTVR 251 *	NON-LINEAR EDITING II	3.0
CTVR 253 *	DIGITAL SPECIAL EFFECTS	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 264 *	CINEMATOGRAPHY	2.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

**Radio Specialty**

## Required Courses:

CTVR 110	AUDIO PRODUCTION	3.0
CTVR 113 *	RADIO BROADCASTING	3.0
Restricted Electives: 9 units		
CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 114 *	RADIO STATION ACTIVITIES	2.0
CTVR 115 *	ADVANCED RADIO PERFORMANCE AND STUDIO OPERATIONS	2.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CTVR 290	ACTING FOR THE CAMERA I	3.0
CTVR 291	ACTING FOR THE CAMERA II - CREATING A CHARACTER	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

**Post Production Specialty**

## Required Courses:

CTVR 151	NON-LINEAR EDITING I	3.0
CTVR 251 *	NON-LINEAR EDITING II	3.0
Restricted Electives: 9 units		
CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 110	AUDIO PRODUCTION	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 253 *	DIGITAL SPECIAL EFFECTS	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

**Screen Acting and Voice Performance Specialty**

## Required Courses:

CTVR 290	ACTING FOR THE CAMERA I	3.0
CTVR 291	ACTING FOR THE CAMERA II - CREATING A CHARACTER	3.0
Restricted Electives: 9 units		
CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 104	COLD READING AND INTERVIEW TECHNIQUES	3.0
CTVR 110	AUDIO PRODUCTION	3.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0

CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
CTVR 262	PRODUCTION MANAGEMENT	3.0
CTVR 264 *	CINEMATOGRAPHY	2.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
TA 190	ACTING FOR TELEVISION AND FILM	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0

### Critical Studies Specialty

#### Required Courses:

CTVR 2	HISTORY AND APPRECIATION OF TELEVISION BROADCASTING	3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0

#### Restricted Electives: 9 units

CTVR 4	CINEMATIC STORYTELLING	3.0
CTVR 5	HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA	3.0
CTVR 7	CROSS CULTURAL CINEMA	3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION	3.0
CTVR 100	INTRODUCTION TO CINEMA, TELEVISION, AND RADIO	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 280 *	CINEMA-TELEVISION-RADIO EMPLOYMENT SKILLS	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	2.0
ENG 52 *	THE FILM AS LITERATURE	3.0
TA 47	DISNEY: BROADWAY, FILM, THEME PARKS, AND BEYOND	3.0
TA 48	FROM STAGE TO SCREEN: BROADWAY TO HOLLYWOOD	3.0

**Total: 21.0**

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

## CINEMA-TELEVISION-RADIO CAREER SKILLS - Certificate of Achievement

### Summary

The Cinema-Television-Radio Career Skills Certificate of Achievement is designed for seasoned professionals who wish to hone their skills and/or cross-over to another area of media production. It provides opportunities to gain the fundamental proficiencies and understanding in career skills, including film/TV producing, directing, cinematography, video editing, production design, radio announcing and acting, to work in the media industry through six specialty options: Cinema, Television, Radio, Post Production, Screen Acting and Voice Performance, or Critical Studies. The courses focus on specialized technical skills that mirror real-world tasks as well as specific media analysis. Additionally, they build the technical, aesthetic, and project management skills needed for employment and advancement in a career in this field. Students who complete this certificate can work in a variety of jobs including camera operator, video journalist, TV show researcher, film editor, voice-over talent and/or film/TV show talent.

### Learning Outcome(s):

- Accurately use the language and vocabulary of video production.
- Demonstrate upgraded skills and knowledge required for employment in their selected specialty.
- Produce a demo reel showcasing media industry skills.

### Requirements

**Required Core:**

**Units: 3.0**



CTVR 101	VIDEO PRODUCTION BASICS	3.0
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**Completion of One Specialty Area:****Units: 9.0-10.0****Cinema Specialty**

Required Course:

CTVR 31 *	FILM PRODUCTION I	3.0
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Restricted Electives: 6-7 units

CTVR 32 *	FILM PRODUCTION II	3.0
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CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0
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CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
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CTVR 151	NON-LINEAR EDITING I	3.0
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CTVR 233 *	FILM PRODUCTION III	3.0
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CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
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**Television Specialty**

Required Course:

CTVR 124 *	TELEVISION PRODUCTION I	3.0
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Restricted Electives: 6-7 units

CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0
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CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
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CTVR 125 *	TELEVISION PRODUCTION II	3.0
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CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
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CTVR 151	NON-LINEAR EDITING I	3.0
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CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
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**Radio Specialty**

Required Course:

CTVR 110	AUDIO PRODUCTION	3.0
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Restricted Electives: 6-7 units

CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0
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CTVR 113 *	RADIO BROADCASTING	3.0
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CTVR 114 *	RADIO STATION ACTIVITIES	2.0
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CTVR 115 *	ADVANCED RADIO PERFORMANCE AND STUDIO OPERATIONS	2.0
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CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
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CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
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**Post Production Specialty**

Required Course:

CTVR 151	NON-LINEAR EDITING I	3.0
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Restricted Electives: 6-7 units

CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0
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CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
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CTVR 251 *	NON-LINEAR EDITING II	3.0
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CTVR 253 *	DIGITAL SPECIAL EFFECTS	3.0
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CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0
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**Screen Acting and Voice Performance Specialty**

Required Course:

CTVR 290	ACTING FOR THE CAMERA I	3.0
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Restricted Electives: 6-7 units

CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 104	COLD READING AND INTERVIEW TECHNIQUES	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
TA 190	ACTING FOR TELEVISION AND FILM	3.0
CTVR 291	ACTING FOR THE CAMERA II - CREATING A CHARACTER	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0

### Critical Studies Specialty

Required Course:

CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0
Restricted Electives: 6-7 units		
CTVR 2	HISTORY AND APPRECIATION OF TELEVISION BROADCASTING	3.0
CTVR 4	CINEMATIC STORYTELLING	3.0
CTVR 5	HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA	3.0
CTVR 7	CROSS CULTURAL CINEMA	3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION	3.0
CTVR 100	INTRODUCTION TO CINEMA, TELEVISION, AND RADIO	3.0
TA 47	DISNEY: BROADWAY, FILM, THEME PARKS, AND BEYOND	3.0
TA 48	FROM STAGE TO SCREEN: BROADWAY TO HOLLYWOOD	3.0
CWE 180	COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO	1.0

**Total: 12.0-13.0**

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

## CLINICAL MEDICAL ASSISTANT - Certificate of Achievement

### Summary

The Clinical Medical Assistant certificate is a Career Technical Education (CTE) program that includes competency based training to prepare to assist the physician in the medical back office or clinic. Students are taught and demonstrate skills including: electrocardiography (ECG), specimen collection, venipuncture, capillary puncture, medication administration, injections, medical, surgical asepsis, preparing and assisting with minor office surgery and physical examination procedures. Students practice documentation ensuring accurate data collection, quality results and regulatory compliance. Several courses are shared with additional health science courses. Several courses are shared with health science and may apply towards earning the Associate Degree in Health Science.

Students complete 150 hours of supervised directed practice in the back office of a medical office or clinic. All courses must be completed with a grade of C or better. Proof of medical malpractice insurance, current Basic Life Support (BLS) CPR certification, health clearance, background check and drug screening are required prior to the clinical externship, MA 217B. Letter grade only.

Program completion meets California Certifying Board for Medical Assistant certification examination requirements (CCBMA).

Clinical experience (MA 217B) must be taken the session immediately following MA 212B and MA 214B due to patient safety requirements. Students should take, MA 211B, MA 213B prior to taking MA 212B and MA 214B.

### Learning Outcome(s):

- Demonstrate clinical procedure skills, accurately and safely.
- Recognize and understand legal and ethical practices related to medical care.
- Demonstrate employable medical office skills and professionalism.

## Requirements

<b>Required Core:</b>		<b>Units: 30.0</b>
HSC 104	MEDICAL TERMINOLOGY	3.0
HSC 106	LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION	3.0
MA 206	INTRODUCTION TO MEDICAL ASSISTING	3.0
MA 280	HEALTHCARE ORGANIZATION PRACTICES	3.0
MA 211B	PHYSICAL-EXAMINATION PROCEDURES	3.0
MA 213B *	MEDICAL ASEPSIS AND SURGICAL PROCEDURES	3.0
MA 212B	MEDICAL OFFICE LABORATORY PROCEDURES	3.0
MA 214B	MEDICATION ADMINISTRATION PROCEDURES	3.0
MA 218B	ELECTROCARDIOGRAPHY FOR THE MEDICAL ASSISTANT	3.0
MA 217B *	MEDICAL ASSISTING CLINICAL EXPERIENCE CLINICAL	3.0

**Total: 30.0**

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

## COACHING - Occupational Skills Award

### Summary

This Occupational Skills Award is designed to prepare students for gaining employment in coaching in a scholastic setting, support students' ability to earn coaching certification through the CIF-Southern Section, learn about sports management in youth sports at community centers and work in after school programs, and/or city and state sports activity programs. Students who complete the program will have the ability to assess sports-related injuries and first aid and explore the career opportunities in the fields of teaching, coaching, allied health, and fitness professions. They will be able to demonstrate knowledge and understanding of concepts and techniques of coaching and apply psychological foundations for enhancing sports performance. In addition, students will become cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) certified. A minimum grade of "C" in all courses is required to receive this award.

### Learning Outcome(s):

- Assess sports-related injuries and apply first aid.
- Understand the concepts and techniques of coaching.
- Apply psychological foundations for enhancing sports performance.

## Requirements

<b>Required Core:</b>		<b>Units: 13.5</b>
HLTH 2	FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5
KNES 51	INTRODUCTION TO KINESIOLOGY	3.0
KNES 53	INTRODUCTION TO ATHLETIC TRAINING	3.0
KNES 54 *	PRINCIPLES AND FUNDAMENTALS OF COACHING	3.0
KNES 105	MENTAL SKILLS FOR SPORTS PERFORMANCE	3.0

**Total: 13.5**

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

## COMMERCIAL MUSIC - Certificate of Achievement

### Summary

The completion of this Certificate of Achievement in Commercial Music prepares students for audition and transfer into a Bachelors of Arts in Music degree in Commercial Music. This program is part of a group of stackable certificates

in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes the skills necessary to pass a performance audition to a four-year Commercial Music program, including the ability to perform a variety of commercial music styles. There is an audition requirement for MUS 50, MUS 39, MUS 182, MUS 184 and MUS 187. During the auditions, students are expected to demonstrate college-level performance skills, which include phrasing, intonation, instrument tone, reading, and understanding of the stylistic differences in popular music styles. Students cannot complete the program without passing these auditions. This certificate also fulfills a portion of the requirements for the Music AA and ADT. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Perform commercial music styles, both solo and as part of an ensemble, with correct tone, phrasing, intonation, and stylistic gestures

## Requirements

### Required Core:

**Units: 10.0**

MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
MUS 50 * ^	APPLIED MUSIC	1.0
MUS 50 * ^	APPLIED MUSIC	1.0

### Required Ensembles: Complete two semesters from the following

**Units: 4.0**

MUS 39 *	COMMERCIAL MUSIC ENSEMBLE	2.0
MUS 182 *	SOUL MUSIC ENSEMBLE	2.0
MUS 184 *	ELECTRONIC MUSIC ENSEMBLE	2.0
MUS 187 *	MODERN ROCK AND POP MUSIC ENSEMBLE	2.0

### Restricted Electives:

**Units: 2.5-3.0**

MUS 130	MUSIC PRODUCTION I	2.5
MUS 117 *	POPULAR SONGWRITING	3.0
MUS 118	DIGITAL MULTI-TRACK MUSIC RECORDING	2.5

**Total: 16.5-17.0**

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

^ Students must complete 2 semesters of Applied Music to earn the certificate.

## COMMUNICATION STUDIES 2.0 - AA-T Degree

### Summary

Intended for students who wish to develop a fundamental understanding of how communication functions in their daily life and in the fabric of society. After successful completion of the transfer degree in Communication Studies 2.0, students may pursue a baccalaureate degree in such areas as teaching, public speaking, law, public relations, advertising, organizational, intercultural, and interpersonal communication. The Associate in Arts in Communication

Studies 2.0 for Transfer Degree may support attempts to gain entry-level employment in fields such as business, industry, government, social service, education, and law.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Demonstrate ethical ways of interacting in their everyday lives.
- Demonstrate ability to effectively deliver public presentations before live audiences in a variety of settings.
- Apply practical strategies for enhancing the quality of their personal and professional relationships.
- Demonstrate ability to consume public communication critically.
- Demonstrate the ability to construct mindful messages through research and analysis of evidence whether communicated orally or in writing.

## Requirements

**Required Core:** **Units: 6.0**

<i>Select one</i>		3.0
COMM 1 *	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H *	HONORS COMMUNICATION FUNDAMENTALS	3.0
COMM 5	INTERPERSONAL COMMUNICATION	3.0

**List A: Select three courses** **Units: 9.0**

COMM 3	ARGUMENTATION AND DEBATE	3.0
COMM 106	FORENSICS ACTIVITY	3.0
COMM 20	INTERCULTURAL COMMUNICATION	3.0
CTVR 1	MASS MEDIA AND SOCIETY	3.0
OR		
JRN 1	MASS MEDIA AND SOCIETY	3.0
COMM 30	INTRODUCTION TO ORAL INTERPRETATION	3.0
COMM 2 *	PERSUASION	3.0

**List B: Select one of the following courses or any course from List A not already used** **Units: 3.0**

ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0

SOC 1	INTRODUCTION TO SOCIOLOGY	3.0
OR		
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY	3.0
ENG 25 *	INTRODUCTION TO LITERATURE	3.0
OR		
ENG 25H *	HONORS INTRODUCTION TO LITERATURE	3.0
JRN 2 *	NEWS WRITING	3.0
COMM 8	GENDER COMMUNICATION	3.0
COMM 32 *	INTERPRETERS' THEATRE	3.0

**Total: 18.0**

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

## COMMUNITY-BASED CORRECTIONS - Occupational Skills Award

### Summary

The Occupational Skills Award (OSA) for CommunityBased Corrections Studies is a 12-unit program that will allow students the opportunity to achieve completion of the OSA within one year. It provides students with theory and historical and contemporary aspects of social control and state and federal mandates of early release programs. Students will learn criminogenic risk factors and pro-social assessments and factors related to reducing recidivism rates. Students will be introduced to the Collaborative Court Systems' alternative sentencing programs. Exposure to and evaluation of community-based and residential programs to assist adults, adolescents, and families transitioning back into society will be explored. The OSA can supplement any area of study. Students completing the OSA may find employment in probation, parole, youth facilitates including juvenile counseling settings, juvenile correctional detention centers, the California Youth Authority, half-way houses and more.

### Learning Outcome(s):

- Identify criminogenic risk and protective factors that exacerbate or mitigate criminal behaviors.
- Describe theoretical concepts of criminology.
- Identify and differentiate the various collaborative course systems in the U.S.
- Identify the historical aspects of the U.S. Criminal Justice System.

### Requirements

<b>Required Core:</b>		<b>Units: 12.0</b>
HS 37	INTRODUCTION TO CRIMINOLOGY	3.0
HS 119	INTRODUCTION TO CRIMINAL JUSTICE SYSTEM	3.0
HS 128	COMMUNITY-BASED CORRECTIONS	3.0
HS 187	JUVENILE VIOLENCE, GANGS, AND VICTIMIZATION	3.0

**Total: 12.0**

## COMPREHENSIVE MEDICAL ASSISTANT - Certificate of Achievement

### Summary

This Career Technical Education (CTE) certificate program includes instruction and skills training on competencies for entry level employment working in the front office or back office as a medical assistant. Students learn and demonstrate essential skills: medical office procedures, appointment scheduling, reception techniques, communication, medical records and electronic health records management, data entry, billing, coding, insurance reimbursement, laboratory procedures (including venipuncture, pharmacology, injections), electrocardiography, spirometry, public relations, and practice-building techniques. An externship in a physician's office combining

administrative and clinical experience helps provide the student with the clinical experience necessary to enter the workforce.

All students complete a background check and drug screen three months prior to enrolling in MA 217C and are required to hold Basic Life Support (BLS) CPR certification (AHA approved with AED) and a certificate of medical malpractice, throughout the externship. During the externship students complete 150 hours of non-paid supervised training to demonstrate basic medical front office and clinical back office skills and competencies.

The comprehensive medical assistant program meets the California Certifying Board for Medical Assistants requirements to sit for the California Certified Medical Assistant exam (CCMA) and the American Academy of Professional Coders (AAPC), Certified Professional Coder (CPC) certification exam. Letter grade only. Students may begin the program in the Summer, Fall or Spring and there are no prerequisites to enroll in the program. Material fees are kept to a minimum, there is a fee paid to an outside vendor for the final HESI online examination during the externship. Students in the clinical area are required to purchase a stethoscope, sphygmomanometer for the physical examination procedure course and a uniform is required for the externship. All fees are less than \$400.00 for the entire program.

Students in the comprehensive medical assistant program may meet the Associate of Science Degree in Health Sciences graduation requirements as outline in the catalog, students are encouraged to discuss these requirements with their assigned academic counselor.

### Learning Outcome(s):

- Describe legal and ethical practices related to medical care.
- Demonstrate clinical patient skills.
- Demonstrate medical office employability skills.
- Demonstrate administrative medical skills.

## Requirements

<b>Required Core:</b>	<b>Units: 39.0</b>	
MA 206	INTRODUCTION TO MEDICAL ASSISTING	3.0
MA 224A	BASICS OF MEDICAL INSURANCE, BILLING AND REIMBURSEMENT	3.0
HSC 104	MEDICAL TERMINOLOGY	3.0
HSC 106	LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION	3.0
HSC 107	HUMAN BODY FUNDAMENTALS	3.0
MA 280	HEALTHCARE ORGANIZATION PRACTICES	3.0
MA 282	FUNDAMENTALS OF MEDICAL PRACTICE CODING	3.0
MA 211B	PHYSICAL-EXAMINATION PROCEDURES	3.0
MA 213B	MEDICAL ASEPSIS AND SURGICAL PROCEDURES	3.0
MA 212B	MEDICAL OFFICE LABORATORY PROCEDURES	3.0
MA 214B	MEDICATION ADMINISTRATION PROCEDURES	3.0
MA 218B	ELECTROCARDIOGRAPHY FOR THE MEDICAL ASSISTANT	3.0
MA 217C *	MEDICAL-ASSISTING CLINICAL EXPERIENCE COMPREHENSIVE	3.0
<b>Restricted Electives:</b>	<b>Units: 3.0</b>	
HSC 230	CERTIFIED PROFESSIONAL CODER(CPC) EXAM PREPARATION	3.0
HSC 234	CERTIFIED CODING SPECIALIST (CCS) EXAM PREPARATION	3.0
CIM 112	MICROSOFT OFFICE	3.0

**Total: 42.0**

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

## COMPUTER GRAPHICS - A.S. Degree

### Summary



The Computer Graphics Associate of Science degree is designed to prepare students for entry-level employment in the computer graphics fields. This program relies heavily on a basic understanding of graphic design and/or computer graphics principles as they relate to industry standards. Some of the careers that are found in the computer graphics field are: animation, motion design, graphic design, multimedia design, digital image design, and responsive media design.

### Learning Outcome(s):

- Apply fundamental graphic design and production skills.
- Select and use appropriate graphic design and production software.
- Demonstrate skills typically found in the computer graphics and production field.

## Requirements

### Required Core:

**Units: 22.0**

GD 144	TYPOGRAPHY	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 149	DIGITAL ILLUSTRATION	3.0
<i>Select one</i>		3.0
GD 140	BEGINNING GRAPHIC DESIGN	3.0
OR		
ART 140	BEGINNING GRAPHIC DESIGN	3.0
GD 150 *	DIGITAL ANIMATION	3.0
GD 151	DIGITAL LAYOUT AND DESIGN	3.0
GD 210	MOTION GRAPHICS	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 22.0**

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

## COMPUTER GRAPHICS - Certificate of Achievement

### Summary

This Computer Graphics Certificate of Achievement is designed to prepare students for entry-level employment in the computer graphics fields. This program relies heavily on a basic understanding of graphic design and/or computer graphics principles as they relate to industry standards. Some of the careers that are found in the computer graphics field are: animation, motion design, graphic design, multimedia design, digital image design, and responsive media design.

### Learning Outcome(s):

- Apply fundamental graphic design and production skills.
- Select and use appropriate graphic design and production software.

- Demonstrate skills typically found in the computer graphics and production field.

## Requirements

<b>Required Core:</b>		<b>Units: 22.0</b>
GD 144	TYPOGRAPHY	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 149	DIGITAL ILLUSTRATION	3.0
<i>Select one</i>		3.0
GD 140	BEGINNING GRAPHIC DESIGN	3.0
OR		
ART 140	BEGINNING GRAPHIC DESIGN	3.0
GD 150 *	DIGITAL ANIMATION	3.0
GD 151	DIGITAL LAYOUT AND DESIGN	3.0
GD 210	MOTION GRAPHICS	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0

**Total: 22.0**

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

## COMPUTER MAINTENANCE TECHNOLOGY - A.S. Degree

### Summary

The Computer Maintenance Technology (CMT) Associate of Science degree program includes study of personal computer hardware, software, repair, maintenance, and troubleshooting to prepare the student for entry-level employment as a computer maintenance technician in companies involved in the manufacture, installation, repair, maintenance, upgrading, or sales of personal computers and computer networks.

### Learning Outcome(s):

- Demonstrate proper use of the measures and procedures to protect personal computer hardware against damage due to electrostatic discharge (ESD).
- State and demonstrate software and hardware troubleshooting skills and procedures for personal computers.
- State, compare, and contrast the major features and tools in modern PC operating systems.
- Describe the functions and performance specifications of the major hardware items in a PC.

## Requirements

<b>Required Courses:</b>		<b>Units: 21.0-23.0</b>
<i>Select one</i>		3.0-4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
<i>Select one</i>		3.0-4.0
CMT 215	ELECTRONICS FOR COMPUTER TECHNOLOGISTS	3.0
OR		
ET 101	SURVEY OF ELECTRONICS	3.0
OR		
ET 133	DC AND AC FUNDAMENTALS	4.0
CMT 220	COMPUTER MAINTENANCE AND REPAIR I	3.0

CMT 225 *	COMPUTER MAINTENANCE AND REPAIR II	3.0
CMT 230 *	APPLIED NETWORK TECHNOLOGY	3.0
CMT 235 *	A+ EXAM PREPARATION FOR COMPUTER SERVICE TECHNICIANS	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 21.0-23.0**

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

## COMPUTER MAINTENANCE TECHNOLOGY - Certificate of Achievement

### Summary

The Computer Maintenance Technology (CMT) Certificate of Achievement program includes study of personal computer hardware, software, repair, maintenance, and troubleshooting to prepare the student for entry-level employment as a computer maintenance technician in companies involved in the manufacture, installation, repair, maintenance, upgrading, or sales of personal computers and computer networks.

### Learning Outcome(s):

- Demonstrate proper use of the measures and procedures to protect personal computer hardware against damage due to electrostatic discharge (ESD).
- State and demonstrate software and hardware troubleshooting skills and procedures for personal computers.
- State, compare, and contrast the major features and tools in modern PC operating systems.
- Describe the functions and performance specifications of the major hardware items in a PC.

### Requirements

#### Required Core:

**Units: 21.0-23.0**

<i>Select one</i>		3.0-4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
<i>Select one</i>		3.0-4.0
CMT 215	ELECTRONICS FOR COMPUTER TECHNOLOGISTS	3.0
OR		
ET 101	SURVEY OF ELECTRONICS	3.0
OR		
ET 133	DC AND AC FUNDAMENTALS	4.0
CMT 220	COMPUTER MAINTENANCE AND REPAIR I	3.0
CMT 225 *	COMPUTER MAINTENANCE AND REPAIR II	3.0

CMT 230 *	APPLIED NETWORK TECHNOLOGY	3.0
CMT 235 *	A+ EXAM PREPARATION FOR COMPUTER SERVICE TECHNICIANS	3.0

**Total: 21.0-23.0**

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

## COMPUTER SCIENCE - A.S. Degree

### Summary

The curriculum in the Computer Science Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering a major in computer science, earning the associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Apply critical thinking skills in the analysis of a variety of programming problems.
- Create a correctly functioning program from a previously designed solution to a given programming problem.
- Complete a programming project with multiple programs, working individually and as part of a group.

### Requirements

<b>Required Core:</b>		<b>Units: 31.0</b>
CS 1A	INTRODUCTION TO COMPUTER SCIENCE I	3.5
CS 1B *	INTRODUCTION TO COMPUTER SCIENCE II	3.5
<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
CS 1C *	INTRODUCTION TO COMPUTER SCIENCE III	3.5
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
CS 3A *	COMPUTER ORGANIZATION AND MACHINE LANGUAGE	3.5
CS 1D *	DATA STRUCTURES	3.5
CS 3B *	COMPUTER ORGANIZATION AND ASSEMBLY LANGUAGE	3.5

<b>Restricted Electives: Select one course</b>		<b>Units: 3.5-4.0</b>
CS 4A *	INTRODUCTION TO JAVA FOR COMPUTER SCIENCE	3.5
CS 4B *	ADVANCED TOPICS IN JAVA FOR COMPUTER SCIENCE	3.5
ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 34.5-35.0**

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

## COMPUTERIZED ACCOUNTING SPECIALIST - A.S. Degree

### Summary

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

### Learning Outcome(s):

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

### Requirements

Required Core:		Units: 19.5
ACCT 1A	FINANCIAL ACCOUNTING	4.0
ACCT 1B *	MANAGERIAL ACCOUNTING	4.0
ACCT 216 *	INDIVIDUAL INCOME TAX	4.0
ACCT 221 *	ACCOUNTING INFORMATION SYSTEMS	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 223B *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--ADVANCED	1.5
Restricted Elective:		Units: 3.0
ACCT 120	INTRODUCTION TO FINANCIAL PLANNING	3.0
ACCT 202A *	INTERMEDIATE ACCOUNTING I	3.0
ACCT 217 *	PARTNERSHIP AND CORPORATE TAXATION	3.0
ACCT 275 *	AUDITING	3.0

### Associate in Science Degree

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

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements and to the Associate Degree – General Education Requirements in this catalog for specific courses which meet general education requirements.

**Total units does not include all units required for the degree.**

**Total: 22.5**

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

## COMPUTERIZED ACCOUNTING SPECIALIST - Certificate of Achievement

### Summary

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

### Learning Outcome(s):

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

## Requirements

### Required Core:

**Units: 19.5**

ACCT 1A	FINANCIAL ACCOUNTING	4.0
ACCT 1B *	MANAGERIAL ACCOUNTING	4.0
ACCT 216 *	INDIVIDUAL INCOME TAX	4.0
ACCT 221 *	ACCOUNTING INFORMATION SYSTEMS	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 223B *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--ADVANCED	1.5

### Restricted Electives:

**Units: 3.0**

ACCT 120	INTRODUCTION TO FINANCIAL PLANNING	3.0
ACCT 202A *	INTERMEDIATE ACCOUNTING I	3.0
ACCT 217 *	PARTNERSHIP AND CORPORATE TAXATION	3.0
ACCT 275 *	AUDITING	3.0

**Total: 22.5**

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

## CONSTRUCTION INSPECTION - A.S. Degree

### Summary

The Construction Inspection Associate of Science Program is designed to provide both the technical and the theoretical knowledge of construction. This includes understanding of the International Building Code (IBC) and the Residential Building Code (RBC), as well as inspection of concrete, plumbing systems, electrical systems, mechanical systems, and ability to read blueprints. Students will have knowledge of applicable building codes and be prepared to take professional certification exams in the IBC and RBC. These skills are required to secure employment as a corporate in-house inspector, or an agency, city, county or state building and safety inspector.

### Learning Outcome(s):

- Demonstrate working knowledge of the locally adopted International Building Code and/or the Residential Building Code.
- Apply inspection techniques required in the following areas: concrete inspection, plumbing inspection, mechanical inspection, electrical inspection, general building code inspection.
- Demonstrate knowledge of current construction materials and techniques for residential and commercial construction.

## Requirements

### Required Core:

**Units: 23.0**

ARCH 161	BLUEPRINT PLANS AND SPECIFICATION READING	4.0
ARCH 163	INTERNATIONAL BUILDING CODE INSPECTION	4.0
ARCH 164 *	COMBINATION RESIDENTIAL DWELLING INSPECTION	3.0
ARCH 165	ELECTRICAL CODE INSPECTION	3.0
ARCH 211	CONCRETE INSPECTION	3.0
ARCH 212	PLUMBING CODES - DRAINS, WASTE, VENTS, WATER, AND GAS	3.0
ARCH 213	MECHANICAL CODE - HEATING, AC, REFRIGERATION, AND DUCTWORK	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## CONSTRUCTION INSPECTION - Certificate of Achievement

### Summary

The Construction Inspection Certificate of Achievement program is designed to provide both the technical and the theoretical knowledge of construction. This includes understanding of the International Building Code (IBC) and the Residential Building Code (RBC), as well as inspection of concrete, plumbing systems, electrical systems, mechanical systems, and ability to read blueprints. Students will have knowledge of applicable building codes and be prepared to take professional certification exams in the IBC and RBC. These skills are required to secure employment as a corporate in-house inspector, or an agency, city, county or state building and safety inspector.

### Learning Outcome(s):

- Demonstrate working knowledge of the locally adopted International Building Code and/or the Residential Building Code.
- Apply inspection techniques required in the following areas: concrete inspection, plumbing inspection, mechanical inspection, electrical inspection, general building code inspection.
- Demonstrate knowledge of current construction materials and techniques for residential and commercial construction.

### Requirements

#### Required Core:

**Units: 23.0**

ARCH 161	BLUEPRINT PLANS AND SPECIFICATION READING	4.0
ARCH 163	INTERNATIONAL BUILDING CODE INSPECTION	4.0
ARCH 164 *	COMBINATION RESIDENTIAL DWELLING INSPECTION	3.0
ARCH 165	ELECTRICAL CODE INSPECTION	3.0
ARCH 211	CONCRETE INSPECTION	3.0
ARCH 212	PLUMBING CODES - DRAINS, WASTE, VENTS, WATER, AND GAS	3.0
ARCH 213	MECHANICAL CODE - HEATING, AC, REFRIGERATION, AND DUCTWORK	3.0

**Total: 23.0**



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

## COSMETOLOGY - Certificate of Achievement

**NOTE:** The credit Cosmetology program is no longer accepting new students as of Summer 2023. Starting in Fall 2023, students will be accepted into the new, free non-credit cosmetology program: [Cosmetology Certificate of Completion Noncredit](#). For more information, contact the Economic Workforce Development division office at (949) 582-4773.

### Summary

The following program is designed to prepare students for the State Board of Cosmetology examination. Upon successful completion of the program and becoming licensed as a cosmetologist by passing the Board examination, students may be employed as hair dressers, hair coloring specialists, hair stylists, make-up artists, manicurists, nail technicians, wig stylists, receptionists, and cosmetic buyers. With continuing education and experience licensed cosmetologists may find employment as salon managers or owners, facial specialists, manufacturers' field representatives, demonstrators and lecturers, and laboratory technicians

This program is offered on an open enrollment basis and a waiting list may be maintained for those students who desire to enroll. Interested students should contact the Advanced Technology and Applied Science Division office.

Students must be a minimum of 16 years of age to enroll in the cosmetology coursework. In accordance with the California State Board of Barbering and Cosmetology Business and Professions Code the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age and (b) has completed the 10th grade in the public schools of this state or its equivalent.

This program has a minimum requirement of 1600 class/clock hours.

### Learning Outcome(s):

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Respect the need to deliver worth service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.
- Perform basic manipulation skills in the areas of hairstyling, hair shaping, hair coloring, texture services, scalp and hair conditioning, skin and makeup, manicures, pedicures and nail extensions.
- Perform basic analytical skills to determine proper makeup, hairstyle and color application for the client's overall image.
- Apply learned theory, technical information and related matter to assure sound judgments, decisions and procedures.

### Requirements

#### Required Core:

**Units: 48.0**

<i>Select COS 211 or COS 211A and COS 211B</i>		12.0
COS 211 *	COSMETOLOGY FRESHMAN-LEVEL 1	12.0
OR		
COS 211A *	COSMETOLOGY FRESHMAN-LEVEL 1A	6.0
COS 211B *	COSMETOLOGY FRESHMAN-LEVEL 1B	6.0
<i>Select COS 212 or COS 212A and COS 212B</i>		12.0
COS 212 *	COSMETOLOGY INTERMEDIATE-LEVEL 2	12.0
OR		
COS 212A *	COSMETOLOGY INTERMEDIATE-LEVEL 2A	6.0
COS 212B *	COSMETOLOGY INTERMEDIATE-LEVEL 2B	6.0
<i>Select COS 213 or COS 213A and COS 213B</i>		12.0

COS 213 *	COSMETOLOGY ADVANCED-LEVEL 3	12.0
OR		
COS 213A *	COSMETOLOGY ADVANCED-LEVEL 3A	6.0
COS 213B *	COSMETOLOGY ADVANCED-LEVEL 3B	6.0
<i>Select 214 or COS 214A and COS 214B</i>		12.0
COS 214 *	COSMETOLOGY SENIOR-LEVEL 4	12.0
OR		
COS 214A *	COSMETOLOGY SENIOR-LEVEL 4A	6.0
COS 214B *	COSMETOLOGY SENIOR-LEVEL 4B	6.0

**Total: 48.0**

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

## COSTUMING - Certificate of Achievement

### Summary

The Costuming Certificate of Achievement prepares students with the skills required to become a professional Costume Attendant or Assistant Costume Designer. Students will learn to source and construct costumes and accessories in the areas of: theater, film, television, dance, theme parks, special events, cultural and ethnic events, costume shops, e-commerce, uniform/sports, advertising, Cosplay, Anime and pop culture conventions, and period reenactment. Coursework covers character analysis and costume development, period and fantasy costumes, specialty construction techniques, material sourcing, underpinning construction, embellishment, millinery, and footwear design and construction. Costume history, textiles and dyeing, draping, pattern making, drafting, illustration, alteration, and accessory design and construction skills will be developed. Students will focus on developing a professional portfolio and complete an internship in costuming focusing in the area of their choice.

After completion of the certificate, students will be eligible for a position in the following areas: Costume Attendant, assistant costume designer, costume stitcher, costume shop assistant, costume sourcing specialist, costume dresser, costume alterationist, costume pattern maker, costume accessory designer, Corsetier, costume underpinnings and corsetry construction, costume dyeing and distressing, and millinery and shoe construction for contemporary and historical costumes.

### Learning Outcome(s):

- Demonstrate the process of script and character analysis and the development of character costume.
- Demonstrate knowledge of costume history and period silhouettes from ancient times to the present day and design and construct period and fantasy costumes from this knowledge.
- Create and develop a professional portfolio and complete an internship in costuming.

### Requirements

<b>Required Core:</b>		<b>Units: 23.0-24.0</b>
FASH 31	TEXTILES	3.0
FASH 154	FASHION ILLUSTRATION	3.0
FASH 240	DYE PROCESSES ON FABRICS	3.0
<i>Select one</i>		3.0-4.0
FASH 130 *	FLAT PATTERN DESIGN	4.0
OR		
FASH 132 *	DRAPING FASHION DESIGNS	3.0
FASH 223	MILLINERY DESIGN	3.0

<i>Select one</i>		3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
OR		
ETT 42	COSTUME DESIGN	3.0
CWE 180 *	CO-OP-ED FASHION	1.0
FASH 145 *	INTERNSHIP	1.0
<i>Select one of the following 3.0 unit options</i>		3.0
<i>Option 1</i>		
FASH 217	FOOTWEAR DESIGN AND CONSTRUCTION	2.0
AND		
FASH 216	COSTUMER'S LAB	1.0
OR		
<i>Option 2</i>		
FASH 217	FOOTWEAR DESIGN AND CONSTRUCTION	2.0
AND		
FASH 220 *	TAILOR'S LAB	1.0

**Restricted Electives: Select three courses****Units: 9.0**

FASH 100	SEWING FOR FASHION DESIGN I	3.0
FASH 110 *	CONTEMPORARY CLOTHING CONSTRUCTION	3.0
FASH 120 *	TAILORING	3.0
FASH 205 *	CORSET CONSTRUCTION	3.0
FASH 206 *	DESIGNING & CONSTRUCTING KNITWEAR, ACTIVEWEAR, SWIMWEAR	3.0
FASH 208 *	PERIOD AND VINTAGE SEWING	3.0
FASH 230 *	ALTERATIONS AND FITTING	3.0

**Total: 32.0-33.0**

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

## CREATIVE WRITING - A.A. Degree

### Summary

The Creative Writing Associate of Arts degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree can be attained in majors related to this field, earning the Associate degree would enable students to develop skill and creativity along with critical judgment of literary forms as they compose their own nonfiction, short stories, novels, poems, and plays in Saddleback's creative writing courses. Students earning the Creative Writing Associate of Arts degree may transfer into degree programs such as: Creative Writing, English, English Literature, and English Education.

### Learning Outcome(s):

- Demonstrate the professional habits of creative writers: revision, workshopping, and submission for publication
- Use techniques from more than one genre in order to craft a variety of creative writing pieces
- Consider the role that current and historical context plays in the creation and interpretation of literary works
- Read, analyze, interpret, and produce texts in a variety of genres

### Requirements

**Required Core:****Units: 13.0**

<i>Select one</i>		4.0
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ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		3.0
ENG 25 *	INTRODUCTION TO LITERATURE	3.0
OR		
ENG 25H *	HONORS INTRODUCTION TO LITERATURE	3.0
ENG 3 *	INTRODUCTION TO CREATIVE WRITING	3.0
<i>Select one</i>		3.0
ENG 17A *	SURVEY OF ENGLISH LITERATURE - BEOWULF TO ROMANTIC MOVEMENT	3.0
OR		
ENG 17B *	SURVEY OF ENGLISH LIT - ROMANTIC MOVEMENT TO THE PRESENT	3.0

**Restricted Electives:****Units: 12.0**

<i>Area 1: Select two courses</i>		6.0
ENG 4 *	FICTION FUNDAMENTALS	3.0
ENG 6 *	INTRODUCTION TO CREATIVE NONFICTION	3.0
ENG 9 *	INTRODUCTION TO WRITING POETRY	3.0
<i>Area 2: Select two courses</i>		6.0
ENG 15A *	SURVEY OF AMERICAN LITERATURE - 1620-1860	3.0
ENG 15B *	SURVEY OF AMERICAN LITERATURE - 1860-CONTEMPORARY	3.0
ENG 18 *	SHAKESPEARE - THE TRAGEDIES	3.0
ENG 21A *	WORLD LITERATURE - ANCIENT TO 17TH CENTURY	3.0
ENG 21B *	WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD	3.0
ENG 22 *	INTRODUCTION TO SHAKESPEARE	3.0
OR		
ENG 22H *	HONORS INTRODUCTION TO SHAKESPEARE	3.0
ENG 24 *	ETHNIC VOICES IN LITERATURE - THE AMERICAN EXPERIENCE	3.0
ENG 27A *	INTRODUCTION TO THE NOVEL	3.0
OR		
ENG 27AH *	HONORS INTRODUCTION TO THE NOVEL	3.0
ENG 44 *	CLASSICAL MYTHOLOGY	3.0
ENG 52 *	THE FILM AS LITERATURE	3.0
ENG 107 *	WRITING THE FICTION AND/OR NONFICTION BOOK	3.0
ENG 142 *	CHILDREN'S LITERATURE	3.0
ENG 160 *	LITERARY MAGAZINE	3.0

**Associate of Arts Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 25.0**

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

## CSU GENERAL EDUCATION - Certificate of Achievement

### Summary

Students may earn a Certificate of Achievement in General Education upon completion of a pattern of approved courses intended for transfer. See [www.assist.org](http://www.assist.org) for additional information.

### California State University General Education Certificate (CSU-GE)

Completion of a minimum of 39 units including all the requirements of the California State University General Education Certification. SEE THE ARTICULATION/TRANSFER PATTERN SECTION OF THE CATALOG FOR A LIST OF SPECIFIC COURSE REQUIREMENTS.

### Learning Outcome(s):

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Evaluate new and accepted ideas about the natural universe using testable methodology.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.

### Requirements

**Area A: English Language, Communication and Critical Thinking - Minimum 9 units required.**

**Units: 9.0**

Complete one course in Area A1, A2, and A3 with a grade of C or better.

<b>A1 Oral Communication</b>		<b>3.0</b>
COMM 1 *	COMMUNICATION FUNDAMENTALS	3.0
COMM 1H *	HONORS COMMUNICATION FUNDAMENTALS	3.0
COMM 5	INTERPERSONAL COMMUNICATION	3.0
<b>A2 Written Communication</b>		<b>4.0</b>
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<b>A3 Critical Thinking</b>		<b>3.0</b>
ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0
PHIL 12 *	INTRODUCTION TO LOGIC	3.0
COMM 2 *	PERSUASION	3.0
COMM 3	ARGUMENTATION AND DEBATE	3.0

**Area B: Scientific Inquiry and Quantitative Reasoning – 9 semester units required.**

**Units: 9.0**

Complete one course from Area B1 and one course from Area B2. One course must have a laboratory. # denotes laboratory courses. Complete one Math course from Area B4 with a grade of C or better.

<i>B1 Physical Science</i>		3.0-5.0
ASTR 20	GENERAL ASTRONOMY	3.0
ASTR 20	GENERAL ASTRONOMY	3.0
AND		
ASTR 25 * #	OBSERVATIONAL ASTRONOMY	3.0
ASTR 21	THE SOLAR SYSTEM	3.0
OR		
GEOL 21	THE SOLAR SYSTEM	3.0
CHEM 1A * #	GENERAL CHEMISTRY	5.0
CHEM 1B * #	GENERAL CHEMISTRY	5.0
CHEM 3 * #	FUNDAMENTAL CHEMISTRY	4.0
CHEM 12A * #	ORGANIC CHEMISTRY	5.0
CHEM 12B * #	ORGANIC CHEMISTRY	5.0
CHEM 108 #	INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY	4.0
ENV 23 #	ENVIRONMENTAL GEOLOGY	4.0
OR		
GEOL 23 #	ENVIRONMENTAL GEOLOGY	4.0
ENV 38	WATER QUALITY AND MONITORING	3.0
GEOG 1	PHYSICAL GEOGRAPHY	3.0
OR		
GEOG 1H	HONORS PHYSICAL GEOGRAPHY	3.0
GEOG 1	PHYSICAL GEOGRAPHY	3.0
AND		
GEOG 1L * #	PHYSICAL GEOGRAPHY LABORATORY	1.0
GEOL 1 #	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
GEOL 2 * #	HISTORICAL GEOLOGY	4.0
GEOL 3	GEOLOGY OF CALIFORNIA	3.0
GEOL 4	NATURAL DISASTERS	3.0
GEOL 7	WEATHER AND CLIMATE	3.0
GEOL 20 #	INTRODUCTION TO EARTH SCIENCE	4.0
GEOL 21	THE SOLAR SYSTEM	3.0
OR		
ASTR 21	THE SOLAR SYSTEM	3.0
GEOL 23 #	ENVIRONMENTAL GEOLOGY	4.0
OR		
ENV 23 #	ENVIRONMENTAL GEOLOGY	4.0
MS 4 #	SOUTHERN CALIFORNIA COASTAL ECOLOGY	4.0
MS 20 #	INTRODUCTION TO OCEANOGRAPHY	4.0
PHYS 2A * #	INTRODUCTION TO PHYSICS	5.0
PHYS 2B * #	INTRODUCTION TO PHYSICS	5.0
PHYS 4A * #	GENERAL PHYSICS	5.0
PHYS 4B * #	GENERAL PHYSICS	5.0
PHYS 4C * #	GENERAL PHYSICS	5.0

PHYS 20 #	THE IDEAS AND EVENTS OF PHYSICS	4.0
PHYS 30 * #	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0
<b>B2 Life Science</b>		<b>3.0-5.0</b>
ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
OR		
ANTH 1H	HONORS BIOLOGICAL ANTHROPOLOGY	3.0
ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
AND		
ANTH 1L * #	BIOLOGICAL ANTHROPOLOGY LABORATORY	1.0
BIO 3C * #	BIOCHEMISTRY AND MOLECULAR BIOLOGY	5.0
BIO 4A * #	PRINCIPLES OF CELLULAR BIOLOGY	4.0
BIO 4B * #	PRINCIPLES OF ORGANISMAL BIOLOGY	4.0
BIO 11 * #	HUMAN ANATOMY	4.0
BIO 12 * #	HUMAN PHYSIOLOGY	4.0
BIO 15 * #	GENERAL MICROBIOLOGY	5.0
BIO 19 #	MARINE BIOLOGY	4.0
BIO 20 #	INTRODUCTION TO BIOLOGY	4.0
BIO 22 *	HUMAN GENETICS	3.0
BIO 28	PLANTS AND HUMAN AFFAIRS	3.0
BIO 30 *	HUMAN BIOLOGY	3.0
BIO 31 * #	BIOLOGY OF PLANTS	4.0
BIO 40	EVOLUTION	3.0
BIO 43 *	ANIMAL BEHAVIOR	3.0
BIO 113 #	HUMAN ANATOMY AND PHYSIOLOGY	4.0
ENV 5	BIODIVERSITY CONSERVATION	3.0
ENV 18 #	INTRODUCTION TO ECOLOGY	4.0
ENV 24 #	NATURAL HISTORY OF CALIFORNIA	4.0
HORT 20 #	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0
PSYC 3 *	BIOLOGICAL PSYCHOLOGY	4.0
<b>B3 Laboratory Activity</b>		<b>3.0-5.0</b>
One science course MUST have a laboratory. # Denotes laboratory course.		
<b>B4 Mathematics/Quantitative Reasoning</b>		<b>3.0-5.0</b>
BUS 10 *	BUSINESS STATISTICS	3.0
MATH 2 *	PRE-CALCULUS MATHEMATICS	5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 8 *	COLLEGE ALGEBRA FOR BRIEF CALCULUS	5.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
MATH 24 *	ELEMENTARY DIFFERENTIAL EQUATIONS	4.0
MATH 26 *	INTRODUCTION TO LINEAR ALGEBRA	4.0
MATH 30A *	COMPUTER DISCRETE MATHEMATICS I	3.0



OR			
CS 30A *	COMPUTER DISCRETE MATHEMATICS I		3.0
MATH 30B *	COMPUTER DISCRETE MATHEMATICS II		3.0
OR			
CS 30B *	COMPUTER DISCRETE MATHEMATICS II		3.0
MATH 103 *	MATHEMATICAL IDEAS		3.0
MATH 124 *	TRIGONOMETRY		3.0
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES		3.0

**Area C: Arts and Humanities - 9 semester units required.****Units: 9.0**

Complete one course from Area C1 and one course from Area C2. Complete a third course from either area.

**C1 Arts**

ARCH 12	HISTORY OF ARCHITECTURE		3.0
ART 4	FUNDAMENTALS OF ART		3.0
ART 40	2-D FOUNDATIONS		3.0
ART 41 *	THREE-DIMENSIONAL DESIGN		3.0
ART 42 *	COLOR THEORY AND PRACTICE		3.0
ARTH 20	ART APPRECIATION		3.0
ARTH 21	WOMEN AND ART		3.0
ARTH 22	SURVEY OF ASIAN ART (INDIA, CHINA, JAPAN, AND KOREA)		3.0
ARTH 23	AFRICAN, OCEANIC, AND ANCIENT NORTH AMERICAN ART		3.0
ARTH 24	INDIGENOUS ARTS OF THE AMERICAS		3.0
ARTH 25	SURVEY OF ART HISTORY - ANCIENT WORLDS TO GOTHIC		3.0
ARTH 26 *	SURVEY OF WESTERN ART HISTORY - RENAISSANCE TO CONTEMPORARY		3.0
ARTH 27	HISTORY OF AMERICAN ART		3.0
ARTH 29	INTRODUCTION TO WORLD ART		3.0
ARTH 30	HISTORY OF MODERN ART 1825-1945		3.0
ARTH 32	SURVEY OF CONTEMPORARY ART		3.0
COMM 32 *	INTERPRETERS' THEATRE		3.0
CTVR 2	HISTORY AND APPRECIATION OF TELEVISION BROADCASTING		3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA		3.0
CTVR 5	HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA		3.0
CTVR 7	CROSS CULTURAL CINEMA		3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION		3.0
DANC 64	HISTORY OF DANCE		3.0
DANC 74	MULTICULTURAL DANCE HISTORY IN THE UNITED STATES		3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES		3.0
GD 1	HISTORY OF ANIMATION		3.0
GD 2	HISTORY OF GRAPHIC DESIGN		3.0
HORT 115	HISTORY OF LANDSCAPE DESIGN		3.0
ID 110	FUNDAMENTALS OF INTERIOR DESIGN		3.0
ID 122	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I		3.0
ID 125	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS II		3.0
MUS 1	THE BASICS OF MUSIC		3.0
MUS 20	MUSIC APPRECIATION		3.0
MUS 23	INTRODUCTION TO WORLD MUSIC		3.0

MUS 24	MUSIC SINCE 1900	3.0
MUS 27	HISTORY OF JAZZ	3.0
MUS 28	HISTORY OF ROCK	3.0
MUS 32 *	SINGING SOCIETY	2.0
MUS 33 *	MASTERWORKS CHORALE	2.0
MUS 34 *	EARLY MUSIC ENSEMBLE	2.0
MUS 35 *	CONTEMPORARY CHOIR	2.0
MUS 47 *	SADDLEBACK COLLEGE BIG BAND	2.0
PHOT 25	HISTORY OF PHOTOGRAPHY	3.0
TA 10	MUSICAL THEATRE TECHNIQUES	3.0
TA 11	STAGE MOVEMENT	3.0
TA 20	THEATRE APPRECIATION	3.0
TA 22	MUSICAL THEATRE HISTORY AND APPRECIATION	3.0
TA 25	THEATRE HISTORY - PRIMITIVE TO RENAISSANCE	3.0

### C2 Humanities

ARAB 1 *	ELEMENTARY ARABIC	5.0
ARAB 2 *	ELEMENTARY ARABIC	5.0
ARAB 3 *	INTERMEDIATE ARABIC	5.0
ARAB 4 *	INTERMEDIATE ARABIC	5.0
ARAB 10 *	INTERMEDIATE CONVERSATIONAL ARABIC	3.0
ARAB 21	INTRODUCTION TO ARABIC CULTURE	3.0
CHI 1 *	ELEMENTARY CHINESE	5.0
CHI 2 *	ELEMENTARY CHINESE	5.0
CHI 3 *	INTERMEDIATE CHINESE	5.0
CHI 4 *	INTERMEDIATE CHINESE	5.0
CHI 21 *	INTRODUCTION TO CHINESE CULTURE AND INFLUENCE IN THE U.S.	3.0
COMM 30	INTRODUCTION TO ORAL INTERPRETATION	3.0
ENG 3 *	INTRODUCTION TO CREATIVE WRITING	3.0
ENG 4 *	FICTION FUNDAMENTALS	3.0
ENG 15A *	SURVEY OF AMERICAN LITERATURE - 1620-1860	3.0
ENG 15B *	SURVEY OF AMERICAN LITERATURE - 1860-CONTEMPORARY	3.0
ENG 17A *	SURVEY OF ENGLISH LITERATURE - BEOWULF TO ROMANTIC MOVEMENT	3.0
ENG 17B *	SURVEY OF ENGLISH LIT - ROMANTIC MOVEMENT TO THE PRESENT	3.0
ENG 18 *	SHAKESPEARE - THE TRAGEDIES	3.0
ENG 21A *	WORLD LITERATURE - ANCIENT TO 17TH CENTURY	3.0
ENG 21B *	WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD	3.0
ENG 22 *	INTRODUCTION TO SHAKESPEARE	3.0
OR		
ENG 22H *	HONORS INTRODUCTION TO SHAKESPEARE	3.0
ENG 24 *	ETHNIC VOICES IN LITERATURE - THE AMERICAN EXPERIENCE	3.0
ENG 25 *	INTRODUCTION TO LITERATURE	3.0
OR		
ENG 25H *	HONORS INTRODUCTION TO LITERATURE	3.0
ENG 27A *	INTRODUCTION TO THE NOVEL	3.0
OR		
ENG 27AH *	HONORS INTRODUCTION TO THE NOVEL	3.0
ENG 44 *	CLASSICAL MYTHOLOGY	3.0

ENG 52 *	THE FILM AS LITERATURE	3.0
ENG 142 *	CHILDREN'S LITERATURE	3.0
FR 1 *	ELEMENTARY FRENCH	5.0
FR 2 *	ELEMENTARY FRENCH	5.0
FR 3 *	INTERMEDIATE FRENCH	5.0
FR 4 *	INTERMEDIATE FRENCH	5.0
FR 10 *	INTERMEDIATE CONVERSATIONAL FRENCH	3.0
FR 21 *	INTRODUCTION TO FRENCH CULTURE	3.0
GER 1 *	ELEMENTARY GERMAN	5.0
GER 2 *	ELEMENTARY GERMAN	5.0
GER 3 *	INTERMEDIATE GERMAN	5.0
GER 4 *	INTERMEDIATE GERMAN	5.0
GER 21 *	INTRODUCTION TO GERMAN CULTURE	3.0
HEBR 1 *	ELEMENTARY HEBREW	5.0
HEBR 2 *	ELEMENTARY HEBREW	5.0
HIST 4	WORLD HISTORY TO 1500	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0
HIST 16 ‡	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17 ‡	HISTORY OF THE UNITED STATES SINCE 1876	3.0
HON 11H *	HONORS CULTURE, SCIENCE, SOCIETY - RENAISSANCE	3.0
HON 12H *	HONORS CULTURE, SCIENCE, SOCIETY - THE POSTMODERN WORLD	3.0
HON 13H *	HONORS CULTURE, SCIENCE, SOCIETY - POWER, RESISTANCE, EMPIRE	3.0
HON 14H *	HONORS CULTURE, SCIENCE, SOCIETY - TRANSFORMATION OF EMPIRE	3.0
HUM 1 *	INTRODUCTION TO HUMANITIES	3.0
HUM 2 *	ORIGINS OF WESTERN CULTURE IN LITERATURE	3.0
HUM 3 *	THE CULTURE OF MEDIEVAL AND RENAISSANCE EUROPE	3.0
HUM 21 *	THE SEARCH FOR MEANING - IDEAS OF SELF ACROSS CULTURES	3.0
HUM 25 *	PLANET EARTH - CONTEMPORARY ISSUES AND CONTROVERSIES	3.0
ITA 1 *	ELEMENTARY ITALIAN	5.0
ITA 2 *	ELEMENTARY ITALIAN	5.0
ITA 3 *	INTERMEDIATE ITALIAN	5.0
ITA 4 *	INTERMEDIATE ITALIAN	5.0
ITA 21 *	INTRODUCTION TO ITALIAN CULTURE	3.0
JA 1 *	ELEMENTARY JAPANESE	5.0
JA 2 *	ELEMENTARY JAPANESE	5.0
JA 3 *	INTERMEDIATE JAPANESE	5.0
JA 4 *	INTERMEDIATE JAPANESE	5.0
JA 21 *	INTRODUCTION TO JAPANESE CULTURE	3.0
KOR 1 *	ELEMENTARY KOREAN	5.0
KOR 2 *	ELEMENTARY KOREAN	5.0
KOR 3 *	INTERMEDIATE KOREAN	5.0
KOR 4 *	INTERMEDIATE KOREAN	5.0
KOR 21 *	INTRODUCTION TO KOREAN CULTURE	3.0
PHIL 1 *	INTRODUCTION TO PHILOSOPHY	3.0
OR		
PHIL 1H *	HONORS INTRODUCTION TO PHILOSOPHY	3.0
PHIL 5 *	HISTORY OF MODERN PHILOSOPHY	3.0
PHIL 10 *	WORLD RELIGIONS	3.0
PHIL 14 *	PHILOSOPHY OF RELIGION	3.0
PHIL 15 *	INTRODUCTION TO ETHICS	3.0

PORT 1 *	ELEMENTARY PORTUGUESE	5.0
PORT 2 *	ELEMENTARY PORTUGUESE	5.0
PORT 3 *	INTERMEDIATE PORTUGUESE	5.0
PORT 4 *	INTERMEDIATE PORTUGUESE	5.0
PRSN 1 *	ELEMENTARY PERSIAN	5.0
PRSN 2 *	ELEMENTARY PERSIAN	5.0
PRSN 3 *	INTERMEDIATE PERSIAN	5.0
PRSN 4 *	INTERMEDIATE PERSIAN	5.0
PRSN 21 *	INTRODUCTION TO PERSIAN CULTURE	3.0
SL 1 *	AMERICAN SIGN LANGUAGE I	4.0
SL 2 *	AMERICAN SIGN LANGUAGE II	4.0
SL 3 *	AMERICAN SIGN LANGUAGE III	4.0
SL 4 *	AMERICAN SIGN LANGUAGE IV	4.0
SL 10	DEAF CULTURE AND ITS HISTORY	3.0
SPAN 1 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 1H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 2 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 2H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 3 *	INTERMEDIATE SPANISH	5.0
SPAN 4 *	INTERMEDIATE SPANISH	5.0
SPAN 10 *	INTERMEDIATE CONVERSATIONAL SPANISH	3.0
SPAN 11 *	ADVANCED CONVERSATIONAL SPANISH	3.0
SPAN 20A *	CIVILIZATION OF SPAIN THROUGH 1898	3.0
SPAN 21A *	CIVILIZATION OF LATIN AMERICA THROUGH 1900	3.0
SPAN 21B *	CIVILIZATION OF LATIN AMERICA 1900-PRESENT	3.0
SPAN 21C *	HISPANIC CULTURE AND LITERATURE IN THE UNITED STATES	3.0

**Area D: Social Sciences - 9 semester units required.****Units: 9.0**

Complete 3 courses from at least 2 different subjects.

ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
ANTH 3 *	CULTURE AND LANGUAGE	3.0
ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
OR		
ES 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
ANTH 5	ANTHROPOLOGY OF LATIN AMERICA - CULTURE, IDENTITY, AND POWER	3.0
ANTH 6 *	GLOBAL ISSUES IN ANTHROPOLOGICAL PERSPECTIVE	3.0
ANTH 8	WORLD PREHISTORY	3.0
ANTH 9	INTRODUCTION TO ARCHAEOLOGY	3.0
ANTH 13	MAGIC, WITCHCRAFT, AND RELIGION	3.0
ANTH 15	THE WORLD OF PRIMATES	3.0
ANTH 17	THE BIOLOGICAL EVOLUTION OF HUMAN NATURE	3.0
ANTH 21	WOMEN, GENDER, AND CULTURE - CROSS-CULTURAL PERSPECTIVES	3.0
ANTH 22	MEDICAL ANTHROPOLOGY - CULTURE, HEALTH, AND HEALING	3.0

CDE 7 * ‡	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
COMM 20	INTERCULTURAL COMMUNICATION	3.0
CTVR 1	MASS MEDIA AND SOCIETY	3.0
OR		
JRN 1	MASS MEDIA AND SOCIETY	3.0
ECON 2 *	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0
ENV 6 *	SCARCITY AND ENVIRONMENT	3.0
ES 1	INTRODUCTION TO ETHNIC STUDIES	3.0
ES 3	INTRODUCTION TO CHICANX AND LATINX STUDIES	3.0
ES 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
OR		
ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
GEOG 3	WORLD REGIONAL GEOGRAPHY	3.0
GEOG 38	CALIFORNIA GEOGRAPHY	3.0
GLST 1 *	INTRODUCTION TO GLOBAL STUDIES	3.0
GLST 2 *	GLOBAL ISSUES	3.0
GSS 10	INTRODUCTION TO WOMEN'S STUDIES	3.0
OR		
GSS 10H	HONORS INTRO TO WOMEN'S STUDIES	3.0
GSS 11H	HONORS INTRODUCTION TO FEMINIST THEORY	3.0
GSS 15	INTRODUCTION TO QUEER STUDIES	3.0
GSS 31	GENDER AND POPULAR CULTURE	3.0
HIST 11	PERSPECTIVES OF PEACE STUDIES	3.0
HIST 12	REVOLUTIONS AND REVOLTS	3.0
HIST 15	THE VIETNAM WAR	3.0
HIST 16 ‡	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17 ‡	HISTORY OF THE UNITED STATES SINCE 1876	3.0
HIST 19	UNITED STATES SINCE 1945	3.0
HIST 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
OR		
SOC 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
HIST 21	WOMEN IN UNITED STATES HISTORY - A MULTICULTURAL PERSPECTIVE	3.0
HIST 22	SURVEY OF UNITED STATES HISTORY	3.0

HIST 27	LATIN AMERICA - PRE-EUROPEAN TO INDEPENDENT NATIONHOOD	3.0
HIST 28	LATIN AMERICA - 1800 TO THE PRESENT	3.0
HIST 30	HISTORY OF MEXICO	3.0
HIST 32	CALIFORNIA HISTORY	3.0
HIST 33	CHICANX - LATINX UNITED STATES HISTORY	3.0
HIST 62	EUROPEAN HISTORY TO 1650	3.0
HIST 63	EUROPEAN HISTORY SINCE 1650	3.0
HIST 70	HISTORY OF ASIA TO 1800	3.0
HIST 71	HISTORY OF ASIA SINCE 1800	3.0
HIST 72	HISTORY OF CHINA	3.0
HIST 74	HISTORY OF THE MIDDLE EAST TO 1800	3.0
HIST 75	HISTORY OF THE MODERN MIDDLE EAST	3.0
HIST 78	HISTORY OF JAPAN	3.0
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
OR		
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
HIST 81	AFRICAN AMERICAN UNITED STATES HISTORY	3.0
JRN 1	MASS MEDIA AND SOCIETY	3.0
OR		
CTVR 1	MASS MEDIA AND SOCIETY	3.0
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0
PS 4	INTRODUCTION TO POLITICAL SCIENCE	3.0
PS 10H	HONORS POLITICAL THEORY	3.0
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
PS 12	COMPARATIVE POLITICS AND GOVERNMENT	3.0
PS 14	INTERNATIONAL RELATIONS	3.0
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
OR		
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.5
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
PSYC 2 *	RESEARCH METHODS IN PSYCHOLOGY	3.0
OR		
PSYC 2H *	HONORS RESEARCH METHODS IN PSYCHOLOGY	3.0
PSYC 4	INTRODUCTION TO COGNITIVE PSYCHOLOGY	3.0
PSYC 5 * ‡	PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY	3.0
PSYC 7 * ‡	DEVELOPMENTAL PSYCHOLOGY - CHILDHOOD THROUGH ADOLESCENCE	3.0
PSYC 16 *	INTRODUCTION TO CROSS-CULTURAL PSYCHOLOGY	3.0
PSYC 21	THE PSYCHOLOGY OF WOMEN	3.0
PSYC 25 *	PSYCHOLOGY OF AGING	3.0
PSYC 30 *	SOCIAL PSYCHOLOGY	3.0

OR			
SOC 30 *	SOCIAL PSYCHOLOGY		3.0
PSYC 33 ‡	PSYCHOLOGY OF ADJUSTMENT		3.0
PSYC 37 *	ABNORMAL BEHAVIOR		3.0
SOC 1	INTRODUCTION TO SOCIOLOGY		3.0
OR			
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY		3.0
SOC 2	SOCIAL PROBLEMS		3.0
OR			
SOC 2H	HONORS SOCIAL PROBLEMS		3.0
SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY		3.0
SOC 15 *	SOCIALIZATION OF THE CHILD		3.0
SOC 20	ETHNIC CULTURES OF THE UNITED STATES		3.0
OR			
HIST 20	ETHNIC CULTURES OF THE UNITED STATES		3.0
SOC 21	WOMEN IN CONTEMPORARY SOCIETY		3.0
SOC 23	FOOD AND SOCIETY		3.0
SOC 25	SOCIAL STRATIFICATION		3.0
SOC 30 *	SOCIAL PSYCHOLOGY		3.0
OR			
PSYC 30 *	SOCIAL PSYCHOLOGY		3.0
			3.0

**Area E: Lifelong Understanding and Self-Development - 3 semester units required.**

**Units: 3.0**

A maximum of 2 units of DANC/KNES/KNEA activity courses are permitted.			3.0
BUS 16	PERSONAL LAW, STREET LAW		3.0
CDE 7 * ‡	CHILD GROWTH AND DEVELOPMENT		3.0
CDE 126 *	SCHOOL AGE AND ADOLESCENT DEVELOPMENT		3.0
COUN 40	COLLEGE AND CAREER SUCCESS		3.0
COUN 51	HUMAN RELATIONSHIPS		3.0
COUN 60	CAREER EXPLORATION		3.0
COUN 150	HELPING SKILLS FOR INTERPERSONAL RELATIONSHIPS		3.0
DANC 51	INTRODUCTION TO BALLET		1.0
DANC 51	INTRODUCTION TO BALLET		1.5
DANC 52	BALLET DANCING LEVEL I		1.0
DANC 52	BALLET DANCING LEVEL I		1.5
DANC 53 *	INTERMEDIATE BALLET		1.0
DANC 53 *	INTERMEDIATE BALLET		1.5
DANC 54	INTRODUCTION TO MODERN DANCE		1.0
DANC 54	INTRODUCTION TO MODERN DANCE		1.5
DANC 55 *	MODERN DANCE LEVEL I		1.0
DANC 55 *	MODERN DANCE LEVEL I		1.5
DANC 56 *	INTERMEDIATE MODERN DANCE		1.0
DANC 56 *	INTERMEDIATE MODERN DANCE		1.5
DANC 57	INTRODUCTION TO JAZZ DANCING		1.0
DANC 57	INTRODUCTION TO JAZZ DANCING		1.5
DANC 59 *	INTERMEDIATE JAZZ DANCING		1.0



DANC 59 *	INTERMEDIATE JAZZ DANCING	1.5
DANC 60	INTRODUCTION TO TAP DANCING	1.0
DANC 61	TAP DANCING LEVEL I	1.0
DANC 62 *	INTERMEDIATE TAP DANCING	1.0
DANC 63	EXERCISE FOR DANCERS	1.0
FASH 141	APPAREL SELECTION	3.0
FCS 115	CONSUMER ISSUES	3.0
FCS 142	LIFE MANAGEMENT	3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 64	NUTRITION ISSUES AND CONTROVERSIES	3.0
FN 169	LIFECYCLE NUTRITION	3.0
GSS 120	WOMEN AND CAREERS	3.0
HLTH 1	CONTEMPORARY HEALTH ISSUES	3.0
HLTH 3	WOMEN'S HEALTH ISSUES	3.0
HSC 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
OR		
KNEA 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
KNEA 1	ADAPTED STRENGTH TRAINING	1.0
KNEA 1	ADAPTED STRENGTH TRAINING	1.5
KNEA 5	ADAPTED SWIMMING	1.0
KNEA 5	ADAPTED SWIMMING	1.5
KNEA 7	ADAPTED WATER EXERCISE AND AEROBICS	1.0
KNEA 7	ADAPTED WATER EXERCISE AND AEROBICS	1.5
KNEA 107	SURVEY AND ASSESSMENT OF FITNESS	1.0
KNEA 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
OR		
HSC 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
KNES 1	CARDIOVASCULAR CONDITIONING	1.0
KNES 1	CARDIOVASCULAR CONDITIONING	1.5
KNES 2	STRENGTH TRAINING	1.5
KNES 3	CIRCUIT WEIGHT TRAINING	1.0
KNES 3	CIRCUIT WEIGHT TRAINING	1.5
KNES 4	BEGINNING WEIGHT LIFTING	1.0
KNES 4	BEGINNING WEIGHT LIFTING	1.5
KNES 5 *	INTERMEDIATE WEIGHT LIFTING	1.0
KNES 5 *	INTERMEDIATE WEIGHT LIFTING	1.5
KNES 6 *	ADVANCED WEIGHT LIFTING	1.0
KNES 6 *	ADVANCED WEIGHT LIFTING	1.5
KNES 7	STEP TRAINING	1.0
KNES 8	BEGINNING CARDIO KICKBOXING	1.0
KNES 8	BEGINNING CARDIO KICKBOXING	1.5
KNES 9	STRETCHING, FLEXIBILITY, AND CONDITIONING	1.0
KNES 9	STRETCHING, FLEXIBILITY, AND CONDITIONING	1.5
KNES 10	CROSS TRAINING	1.0
KNES 10	CROSS TRAINING	1.5
KNES 17	BEGINNING BOWLING	1.0
KNES 18 *	INTERMEDIATE BOWLING	1.0
KNES 19	BEGINNING CYCLING AND SPINNING	1.0
KNES 19	BEGINNING CYCLING AND SPINNING	1.5
KNES 20	BEGINNING GOLF I	1.0

KNES 21 *	BEGINNING GOLF II	1.0
KNES 23 *	ADVANCED GOLF	1.0
KNES 24	BEGINNING TENNIS I	1.0
KNES 24	BEGINNING TENNIS I	1.5
KNES 25 *	BEGINNING TENNIS II	1.0
KNES 25 *	BEGINNING TENNIS II	1.5
KNES 26 *	INTERMEDIATE TENNIS	1.0
KNES 26 *	INTERMEDIATE TENNIS	1.5
KNES 27 *	ADVANCED TENNIS	1.0
KNES 27 *	ADVANCED TENNIS	1.5
KNES 28	BEGINNING YOGA	1.0
KNES 28	BEGINNING YOGA	1.5
KNES 29	INTRODUCTION TO TAI CHI CH'UAN	1.0
KNES 31	MUSCLE TONING FOR WOMEN	1.0
KNES 31	MUSCLE TONING FOR WOMEN	1.5
KNES 33 *	BEGINNING SURFING I	1.0
KNES 34 *	BEGINNING SURFING II - SHORTBOARDING	1.0
KNES 37 *	INTERMEDIATE TAI CHI CH'UAN	1.0
KNES 38 *	INTERMEDIATE MAT PILATES	1.0
KNES 38 *	INTERMEDIATE MAT PILATES	1.5
KNES 39 *	INTERMEDIATE YOGA	1.0
KNES 39 *	INTERMEDIATE YOGA	1.5
KNES 41	SWIMMING FOR NONSWIMMERS	1.0
KNES 41	SWIMMING FOR NONSWIMMERS	1.5
KNES 42 *	INTERMEDIATE SWIMMING	1.0
KNES 42 *	INTERMEDIATE SWIMMING	1.5
KNES 44 *	AQUATIC CONDITIONING	1.0
KNES 44 *	AQUATIC CONDITIONING	1.5
KNES 49	AQUA AEROBICS	1.0
KNES 49	AQUA AEROBICS	1.5
KNES 50	AEROBIC DANCE	1.0
KNES 50	AEROBIC DANCE	1.5
KNES 63	BEGINNING ROCK CLIMBING	1.0
KNES 65	INTRODUCTION TO MAT PILATES	1.0
KNES 65	INTRODUCTION TO MAT PILATES	1.5
KNES 66	CORE TRAINING	1.0
KNES 66	CORE TRAINING	1.5
KNES 68	WALKING FOR FITNESS	1.0
KNES 69	TRAIL HIKING	1.0
KNES 70	BASKETBALL	1.0
KNES 70	BASKETBALL	1.5
KNES 71 *	ADVANCED BASKETBALL	1.0
KNES 71 *	ADVANCED BASKETBALL	1.5
KNES 72	BEGINNING SOCCER	1.0
KNES 72	BEGINNING SOCCER	1.5
KNES 76	BEGINNING VOLLEYBALL	1.0
KNES 77 *	INTERMEDIATE VOLLEYBALL	1.0
KNES 78 *	ADVANCED VOLLEYBALL	1.0
KNES 79 *	ADVANCED BASEBALL	1.0
KNES 81	BEGINNING BEACH VOLLEYBALL	1.0
KNES 84 *	INTERMEDIATE BEACH VOLLEYBALL	1.0
KNES 88	INTERMEDIATE ROCK CLIMBING	1.0

KNES 90	BEGINNING SELF-DEFENSE	1.0
KNES 91 *	INTERMEDIATE SELF DEFENSE	1.0
KNES 93	BEGINNING KARATE	1.0
KNES 97 *	INTERMEDIATE KARATE	1.0
KNES 107	FITNESS ASSESSMENT AND SURVEY	1.0
KNES 175	FUTSAL-INDOOR SOCCER	1.0
KNES 187	BEGINNING PICKLEBALL	1.0
KNES 199	STREET MARTIAL ARTS	1.0
N 161	LIFECYCLE 2, GROWTH AND DEVELOPMENT	1.5
N 165	LIFECYCLE 1, FUNDAMENTALS OF AGING	1.5
PSYC 5 * ‡	PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY	3.0
PSYC 7 * ‡	DEVELOPMENTAL PSYCHOLOGY - CHILDHOOD THROUGH ADOLESCENCE	3.0
PSYC 33 ‡	PSYCHOLOGY OF ADJUSTMENT	3.0
SOC 16	DEATH AND DYING	3.0
SOC 180	INTRODUCTION TO AGING	3.0

**NOTE:**

CSU Graduation requirement in U.S. History, Constitution, and American Ideals can be met by completing PS 1 or PS 1H AND one U.S. History course selected from HIST 16, 17, or 22. Courses taken to meet this requirement can also be used for 6 of the 9 units required in Area D.

**Total: 39.0**

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

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

**CYBER DEFENSE - A.S. Degree****Summary**

The Saddleback Cyber Defense program starts students on a pathway to becoming a United States Department of Defense (DoD) Cyber Security Service Provider (CSSP) in the form of a Computer Science Associate of Science degree that is built for transfer along with the preparation needed to take the Certified Ethical Hacker exam which meets the minimum certificate requirements for the CSSP Analyst, Infrastructure Support, Incident Responder, and Auditor levels.

The United States Department of Defense (DoD) Cyber Security Service Provider (CSSP) workforce consist of 5 different levels of employment (e.g. Analyst, Infrastructure Support, Incident Responder, Auditor, and Manager), with each requiring one or more industry certificates along with a 4-year degree. The CSSP is a highly sought-after certification issued by the United States Department of Defense (DoD) that indicates a candidate's fitness for the DoD CSSP workforce.

**Learning Outcome(s):**

- Core Computer Science skillsets needed to develop algorithmic solutions to non-trivial problems:
- Systems Thinking: Analyze, design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.
- Problem Solving: Identify problems and formulate solutions for systems and organizations while reconciling conflicting objectives and finding compromises.
- Pragmatic Approach: Apply computing theory and programming principles to practical software design and development.
- Core Mathematic skillsets needed to see mathematical structures in the objects you work with and understand their properties. This ability is important for software engineers, data scientists, security and financial analysts:
- Apply basic algorithmic techniques such as greedy algorithms, binary search, sorting and dynamic programming to solve programming challenges.

- Apply various data structures such as stack, queue, hash table, priority queue, binary search tree, graph and string to solve programming challenges.
- Apply graph and string algorithms to solve real-world challenges: finding shortest paths on huge maps and assembling genomes from millions of pieces.
- Solve complex programming challenges using advanced techniques: maximum flow, linear programming, approximate algorithms, SAT-solvers, streaming
- The following SLO is aligned with the NSA/DoD Knowledge Units (KU). Cybersecurity Foundations (CSF) – The intent of the Cybersecurity Foundations Knowledge Unit is to provide students with a basic understanding of the fundamental concepts behind cybersecurity. To complete this KU, students should be able to:
  - Describe the fundamental concepts of the cybersecurity discipline and use to provide system security.
  - Describe potential system attacks and the actors that might perform them.
  - Describe cyber defense tools, methods and components and apply cyber defense methods to prepare a system to repel attacks.
  - Describe appropriate measures to be taken should a system compromise occur.
  - Properly use the vocabulary associated with cybersecurity.

## Requirements

### Required Core:

**Units: 28.0**

CS 1A	INTRODUCTION TO COMPUTER SCIENCE I	3.5
CS 1B *	INTRODUCTION TO COMPUTER SCIENCE II	3.5
MATH 2 *	PRE-CALCULUS MATHEMATICS	5.0
<i>Select one</i>		3.0
CS 30A *	COMPUTER DISCRETE MATHEMATICS I	3.0
OR		
MATH 30A *	COMPUTER DISCRETE MATHEMATICS I	3.0
<i>Select one</i>		3.0
CS 30B *	COMPUTER DISCRETE MATHEMATICS II	3.0
OR		
MATH 30B *	COMPUTER DISCRETE MATHEMATICS II	3.0
CS 3A *	COMPUTER ORGANIZATION AND MACHINE LANGUAGE	3.5
CS 3B *	COMPUTER ORGANIZATION AND ASSEMBLY LANGUAGE	3.5
CIMS 150 *	INTRODUCTION TO CYBERSECURITY: ETHICAL HACKING	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

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

**Total units does not include all units required for the degree.**

**Total: 28.0**

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

## CYBER OPERATIONS - Certificate of Achievement

## Summary

The Saddleback Cyber Operations certificate is designed to provide hands-on learning and experience to develop tomorrow's cyber defenders. Students will learn how to protect networks and data through intelligence gathering, threat detection, incident response, digital forensics, and security monitoring. Students need to have completed the Saddleback College's Cyber Defense A.S. degree or equivalent course work prior to enrolling in order to meet the prerequisite Computer Science – Cyber Defense requirements. This certificate augments the CS Cyber Defense A.S. degree by providing students with hands-on learning and experience in a Cyber Defense Operations Center (CDOC) and preparation for three (3) additional DoD Approved 8570 Baseline Certifications (CCNA Cyber Ops, CompTIA CySA+, and CompTIA Sec+) which exceeds the minimum certificate requirements for the CSSP Analyst, Infrastructure Support, Incident Responder, and Auditor levels.

The United States Department of Defense (DoD) Cyber Security Service Provider (CSSP) workforce consist of 5 different levels of employment (e.g. Analyst, Infrastructure Support, Incident Responder, Auditor, and Manager), with each requiring one or more industry certificates along with a 4-year degree. The CSSP is a highly sought-after certification issued by the United States Department of Defense (DoD) that indicates a candidate's fitness for the DoD CSSP workforce.

### Learning Outcome(s):

- Demonstrate an understanding of the latest trends and techniques in risk management, risk mitigation, threat management and intrusion detection.
- Demonstrate the principles and concepts of Security Operations and core Cyber Operations skills needed to begin working in a Cyber Security Operations Center (CSOC).
- Perform data analysis and interpret the results to identify vulnerabilities, threats and risks to an organization.
- Configure and use threat-detection tools.
- Secure and protect applications and systems within an organization.
- Apply the fundamentals of Cryptography, Cryptoanalysis, and Cryptology in a Cyber Operations environment.

## Requirements

<b>Prerequisite 7 units or CS Cyber Defense A.S. Degree</b>		<b>Units: 7.0</b>
CS 1A	INTRODUCTION TO COMPUTER SCIENCE I	3.5
CS 1B *	INTRODUCTION TO COMPUTER SCIENCE II	3.5
<b>Required Core:</b>		<b>Units: 16.0</b>
CS 1D *	DATA STRUCTURES	3.5
CIMS 130	INTRO TO INFORMATION SYSTEMS SECURITY: COMPTIA SECURITY+	3.0
CIMS 165 *	CYBERSECURITY OPERATIONS- CISCO CCNA CYBER OPS	3.0
CIMS 155 *	CYBERSECURITY ANALYSIS – COMPTIA CYSA+	3.0
CS 260 *	CRYPTOGRAPHY IN CYBER OPERATIONS	3.5
		<b>Total: 23.0</b>

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

## CYBERSECURITY/INFORMATION SECURITY ANALYST - Certificate of Achievement

### Summary

The Cybersecurity/Information Security Analyst Certificate of Achievement provides students the opportunity to master the necessary computer information security concepts to implement safe, secure, digital systems and also the ability to detect and repair various cyber-attacks. The certificate is designed to prepare students for entry-level professions in the fast-growing field of computer security as cybersecurity analysts, information security analysts, and general entry-level Information Technology (IT) professionals. The core requirements include preparation for four DOD and industrial coveted Comp TIA IT security certificates: A+, Network+, Security+ and CySA+. This certificate includes

elective courses in perfecting skills in operating system command line skills, HTML/JavaScript reading proficiency, and Python the language of choice for cybersecurity scripting.

### Learning Outcome(s):

- Describe and outline the hardware and software components of a secure digital network.
- Identify various types of network and information attacks.
- Evaluate the computer network and information security needs of an organization.

## Requirements

### Required Core:

**Units: 12.0**

CIMN 110	NETWORKING ESSENTIALS AND TECHNOLOGIES FOR IT CYBERSECURITY	3.0
CIMN 120	INTRODUCTION TO NETWORKING:COMPTIA NETWORK+	3.0
CIMS 130	INTRO TO INFORMATION SYSTEMS SECURITY: COMPTIA SECURITY+	3.0
CIMS 155 *	CYBERSECURITY ANALYSIS – COMPTIA CYSA+	3.0

### Restricted Electives:

**Units: 9.0-10.0**

CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
CIMN 130	COMPUTER OPERATING SYSTEMS - UNIX AND LINUX	3.0
CIMN 140 *	FUNDAMENTAL UNIX/LINUX SYSTEM ADMINISTRATION	3.0
CIMN 160	CISCO CCNA: ROUTING AND SWITCHING ESSENTIALS	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
CIMS 140	INTRODUCTION TO COMPUTER FORENSICS	3.0
CIMS 150	INTRODUCTION TO CYBERSECURITY: ETHICAL HACKING	3.0
CIMS 165 *	CYBERSECURITY OPERATIONS- CISCO CCNA CYBER OPS	3.0
CIMS 271 *	CLOUD SECURITY FUNDAMENTALS	3.0
CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING	1.5
CIMW 100B *	WEB SITE DEVELOPMENT - HTML--ADVANCED	1.5
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0

**Total: 21.0-22.0**

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

## DANCE - A.A. Degree

### Summary

The curriculum in the Dance degree is presented in an active learning environment where students are trained in both dance technique and theory classes to prepare them for future careers in the performing arts and related fields. Courses cover major dance technique forms, choreography, dance production, dance history and somatic practices. Upon completion of the Dance A.A. degree, students will be prepared to transfer to a four-year institution to pursue a baccalaureate or higher degree in dance or a related field; colleges to which they might considering transferring include CSU Dominguez Hills, CSU Los Angeles, SFSU, CSU Sonoma, UC Berkeley, UC Davis, UC Riverside and UC San Diego. Some B.A./B.F.A in Dance programs require an audition; students should check the transfer requirements for individual schools. While a baccalaureate degree is recommended, students completing their Dance A.A. will also be eligible to audition and apply for opportunities in the dance field, including as a performer with professional companies or touring productions, a teacher at a dance studio, or a choreographer.

### Learning Outcome(s):

- Demonstrate fundamental positions and qualities with body awareness and alignment in rehearsal and/or performance specific to the technique given in class.
- Perform movement combinations with performance quality, strength, rhythm, balance and flexibility specific to the technique assigned.
- Accurately apply dance terminology, vocabulary, and concepts through writing, performance and/or various forms of expression.
- Identify technical support through the staging of choreographic works in a dance performance.
- Create dances using phrasing, variations, abstraction and other elements of design for a theatrical or informal performance.
- Describe particular dance forms.
- Make connections between dance and the arts and humanities to demonstrate knowledge and an appreciation of factors that influenced and helped to mold various dance forms.

## Requirements

### Required Core:

**Units:** 16.0-20.0

DANC 9	CHOREOGRAPHY	3.0
<i>Select one</i>		1.0-2.0
DANC 10	DANCE PRODUCTION	1.0
OR		
DANC 10	DANCE PRODUCTION	2.0
OR		
DANC 11	DANCE REHEARSAL AND PERFORMANCE	1.0
OR		
DANC 11	DANCE REHEARSAL AND PERFORMANCE	2.0
<i>Select one</i>		1.0
DANC 12 *	INTERMEDIATE DANCE PRODUCTION	1.0
OR		
DANC 14 *	INTERMEDIATE DANCE REHEARSAL AND PERFORMANCE	1.0
<i>Select one</i>		1.0-1.5
DANC 52	BALLET DANCING LEVEL I	1.0
OR		
DANC 52	BALLET DANCING LEVEL I	1.5
<i>Select one</i>		1.0-1.5
DANC 53 *	INTERMEDIATE BALLET	1.0
OR		
DANC 53 *	INTERMEDIATE BALLET	1.5
<i>Select one</i>		1.0-1.5
DANC 54	INTRODUCTION TO MODERN DANCE	1.0
OR		
DANC 54	INTRODUCTION TO MODERN DANCE	1.5
<i>Select one</i>		1.0-1.5
DANC 55 *	MODERN DANCE LEVEL I	1.0
OR		
DANC 55 *	MODERN DANCE LEVEL I	1.5
<i>Select one</i>		1.0-1.5
DANC 57	INTRODUCTION TO JAZZ DANCING	1.0
OR		



DANC 57	INTRODUCTION TO JAZZ DANCING	1.5
<i>Select one</i>		1.0-1.5
DANC 58	JAZZ DANCING LEVEL I	1.0
OR		
DANC 58	JAZZ DANCING LEVEL I	1.5
DANC 64	HISTORY OF DANCE	3.0
DANC 78	HIP HOP	1.0
DANC 79 *	HIP HOP LEVEL I	1.0

**Restricted Electives:****Units: 5.0-6.0**

DANC 8	DANCE PEDAGOGY	3.0
DANC 15 *	REPERTORY I	1.0
OR		
DANC 15 *	REPERTORY I	2.0
DANC 16 *	REPERTORY II	1.0
DANC 17	SITE SPECIFIC PERFORMANCE	1.0
DANC 18 *	DANCE ENSEMBLE PERFORMANCE	2.0
DANC 19 *	CHOREOGRAPHY II	3.0
DANC 28	YOGA FOR DANCERS	1.5
DANC 51	INTRODUCTION TO BALLET	1.0
OR		
DANC 51	INTRODUCTION TO BALLET	1.5
DANC 59 *	INTERMEDIATE JAZZ DANCING	1.0
OR		
DANC 59 *	INTERMEDIATE JAZZ DANCING	1.5
DANC 60	INTRODUCTION TO TAP DANCING	1.0
DANC 61	TAP DANCING LEVEL I	1.0
DANC 62 *	INTERMEDIATE TAP DANCING	1.0
DANC 63	EXERCISE FOR DANCERS	1.0
KNES 65	INTRODUCTION TO MAT PILATES	1.0
OR		
KNES 65	INTRODUCTION TO MAT PILATES	1.5
DANC 66	INTRODUCTION TO LATIN DANCE	1.0
DANC 67 *	POINTE BALLET	1.0
OR		
DANC 67 *	POINTE BALLET	1.5
DANC 68	INTRODUCTION TO SOCIAL DANCE	1.0
DANC 69 *	INTERMEDIATE SOCIAL DANCE	1.0
DANC 70 *	INTERMEDIATE LATIN DANCE	1.0
DANC 71 *	ADVANCED BALLET	1.0
OR		
DANC 71 *	ADVANCED BALLET	1.5
DANC 72 *	ADVANCED MODERN DANCE	1.0
OR		
DANC 72 *	ADVANCED MODERN DANCE	1.5

DANC 73 *	ADVANCED JAZZ DANCE	1.0
OR		
DANC 73 *	ADVANCED JAZZ DANCE	1.5
DANC 74	MULTICULTURAL DANCE HISTORY IN THE UNITED STATES	3.0
DANC 75 *	ADVANCED TAP DANCE	1.0
DANC 80 *	INTERMEDIATE HIP HOP	1.0
DANC 81 *	ADVANCED HIP HOP	1.0
DANC 82	AFRICAN DANCE I	1.0
DANC 83	AFRICAN DANCE II	1.0
DANC 84	MIDDLE EASTERN DANCE	1.0
DANC 185	INTRODUCTION TO WORLD DANCE AND CULTURES	1.0
ETT 41 *	LIGHTING DESIGN FUNDAMENTALS	3.0
ETT 42	COSTUME DESIGN	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 21.0-26.0**

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

## DATA ANALYTICS - Certificate of Achievement

### Summary

The Data Analytics Certificate of Achievement enables students looking to transfer and existing working professionals the ability to enhance their skills with state of the art training in the rapidly evolving information technology areas of data analytics (the analysis and presentation of data) and database (collection organization of data). The certificate core requirements introduce students to the critical evolving data technologies, including relational databases, SQL (universal standard language for communicating to relational databases), data visualization, data modeling, data warehousing, database reporting using Tableau, big data, NoSQL, cloud, and business intelligence using Microsoft Power BI and Excel.

### Learning Outcome(s):

- Identify basics of data management and manipulation, including SQL, Cloud Storage Services, Relational Database Vendors, and Relational Database Interfaces.
- Perform various Data Analytics skills of analyzing, manipulating, and reporting data.
- Develop data visualizations for business decision-making using applications like Tableau and Power BI

### Requirements

#### Required Core:

**Units: 12.5**

CIMA 105	MICROSOFT EXCEL FOR DATA ANALYTICS	3.0
CIMA 288	DATABASE REPORTING	3.5

CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
<i>Select one</i>		3.0
CIMP 7A £	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
OR		
CIMP 8A £	PROGRAMMING WITH PYTHON	3.0

**Restricted Electives:****Units: 6.0-7.5**

CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 204 *	ADVANCED SPREADSHEETS - EXCEL	3.0
CIMA 106	DATABASE - ACCESS	3.0
CIMP 7A £	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
OR		
CIMP 8A £	PROGRAMMING WITH PYTHON	3.0
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
OR		
CIMP 8B *	ADVANCED PYTHON PROGRAMMING	3.0
CIMP 241	CLOUD COMPUTING FOR DEVELOPERS	3.5

**Total: 18.5-20.0**

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

£ Course can be taken as either a core requirement or restricted elective; it may not be counted as both.

## DIGITAL ELECTRONIC TECHNOLOGY - A.S. Degree

### Summary

This Digital Electronic Technology Associate of Science program primarily prepares students for entry-level employment as electronic technicians in companies involved in the manufacture, testing, installation, and repair of digital computers and related equipment. The program also provides skill updating and upgrading for persons already employed in the electronics industry or related fields. Courses cover a variety of discrete and integrated circuits, with emphasis on digital electronics, plus hardware and software for personal computers. Possible careers for electronic technicians with this degree include field service technician, medical equipment technician, computer test technician, and digital electronics and equipment sales.

### Learning Outcome(s):

- Demonstrate knowledge of common electronic components: identify, describe, and determine the performance of common analog and digital electronic components.
- Demonstrate knowledge of common electronic circuits: identify, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of electronics test equipment: show proper use of and connection to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- Demonstrate electronics troubleshooting skills: state and show troubleshooting skills and procedures for analog and digital electronics.
- Describe the main hardware and software components of a modern Windows based personal computer system.

## Requirements

### Required Core:

**Units: 22.0**

ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 133	DC AND AC FUNDAMENTALS	4.0
ET 135 *	SEMICONDUCTOR DEVICES AND CIRCUITS	4.0
ET 200 *	DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS	4.0
CMT 220	COMPUTER MAINTENANCE AND REPAIR I	3.0
CMT 225 *	COMPUTER MAINTENANCE AND REPAIR II	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 22.0**

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

## DIGITAL ELECTRONIC TECHNOLOGY - Certificate of Achievement

### Summary

This Digital Electronic Technology certificate program primarily prepares students for entry-level employment as electronic technicians in companies involved in the manufacture, testing, installation, and repair of digital computers and related equipment. The certificate also provides skill updating and upgrading for persons already employed in the electronics industry or related fields. Courses cover a variety of discrete and integrated circuits, with emphasis on digital electronics, plus hardware and software for personal computers. Possible careers for electronic technicians with this certificate include field service technician, medical equipment technician, computer test technician, and digital electronics and equipment sales.

### Learning Outcome(s):

- Demonstrate knowledge of common electronic components: identify, describe, and determine the performance of common analog and digital electronic components.
- Demonstrate knowledge of common electronic circuits: identify, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of electronics test equipment: show proper use of and connection to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- Demonstrate electronics troubleshooting skills: state and show troubleshooting skills and procedures for analog and digital electronics.
- Describe the main hardware and software components of a modern Windows based personal computer system.

## Requirements

### Required Core:

**Units: 22.0**

ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 133	DC AND AC FUNDAMENTALS	4.0

ET 135 *	SEMICONDUCTOR DEVICES AND CIRCUITS	4.0
ET 200 *	DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS	4.0
CMT 220	COMPUTER MAINTENANCE AND REPAIR I	3.0
CMT 225 *	COMPUTER MAINTENANCE AND REPAIR II	3.0

**Total: 22.0**

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

## DIGITAL MEDIA - Certificate of Achievement

### Summary

The curriculum in the Digital Media Certificate of Achievement program provides the range of skills necessary for work in editorial departments of news organizations, magazines, industrial in-house publications, public relations, and emerging businesses in media and related industries. This program provides background and experience needed by persons who may be employed as photographers, video journalists, designers, and others.

The program at Saddleback College seeks to give students an understanding of the media industry and the First Amendment. Students develop their reporting and editing skills for a variety of media platforms, public relations, and new and emerging businesses in media and related industries.

In production courses, students receive hands-on training producing multi-dimensional content for student media publications on a variety of platforms. In skills classes, students learn the fundamentals of producing media content, interviewing, reporting, writing stories, news judgment, visual journalism, and social media and are introduced to media law, ethics, and professional standards. An emphasis is placed on emerging technology.

### Learning Outcome(s):

- Demonstrate a range of skills necessary for work in editorial departments of news organizations, magazines, and industrial in-house publications.
- Demonstrate a range of skills necessary for work in public relations, media and communications organizations, and startups.
- Successfully complete practical experiences needed by persons who may be employed as journalists, editors, photographers, video journalists, designers, and media professionals and related occupations.

### Requirements

<b>Required Core:</b>	<b>Units: 13.0</b>	
<i>Select one</i>	3.0	
CTVR 1	MASS MEDIA AND SOCIETY	3.0
OR		
JRN 1	MASS MEDIA AND SOCIETY	3.0
JRN 2 *	NEWS WRITING	3.0
<i>Select one</i>	3.0	
JRN 106 *	VIDEO JOURNALISM	3.0
OR		
CTVR 106 *	VIDEO JOURNALISM	3.0
<i>Select one</i>	4.0	
JRN 111 * £	NEWS MEDIA PRODUCTION AND EDITING	4.0
OR		
JRN 112 * £	NEWS MEDIA PRODUCTION, BLOGGING AND SOCIAL MEDIA	4.0

### Restricted Electives:

**Units: 6.0**

JRN 108 *	INTRO TO PODCASTING AND AUDIO STORYTELLING	3.0
JRN 111 * £	NEWS MEDIA PRODUCTION AND EDITING	4.0
JRN 112 * £	NEWS MEDIA PRODUCTION, BLOGGING AND SOCIAL MEDIA	4.0
JRN 125	MAGAZINE JOURNALISM	3.0
CWE 180	CO-OP-ED JOURNALISM	1.0
OR		
CWE 180	CO-OP-ED JOURNALISM	2.0
GD 144	TYPOGRAPHY	3.0
GD 145	GRAPHIC ILLUSTRATION	3.0
OR		
ART 145	GRAPHIC ILLUSTRATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 151	DIGITAL LAYOUT AND DESIGN	3.0
CTVR 101	VIDEO PRODUCTION BASICS	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
PHOT 50	DIGITAL PHOTOGRAPHY I	3.0
PHOT 51 *	INTRODUCTION TO PHOTOSHOP AND DIGITAL IMAGING	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0

**Total: 19.0**

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

£ Course can be taken as either a core requirement or restricted elective; it may not be counted as both.

## DRAFTING TECHNOLOGY - A.S. Degree

### Summary

The Drafting Technology Associate of Science degree program includes courses designed to provide a general background and specialized skills to help the student find entry-level employment in government and private enterprise, especially where drafting skills are required. Main competencies include understanding CAD, Solidworks, and similar software programs, ability to draft and annotate drawings in 2D and 3D views, and ability to interpret and work from mechanical drawings. Students will be prepared to work as mechanical drafters, industrial design drafters, and manufacturing drafters.

### Learning Outcome(s):

- Communicate designs in 2 languages of mechanical drafting: AutoCAD and Solidworks.
- Demonstrate proficient drafting skills in 2 dimensional and 3 dimensional drawings.
- Demonstrate knowledge of annotation and dimensioning techniques used in producing drawings in the engineering and manufacturing fields.
- Discuss drafting techniques, drafting software languages, and digital visualization.

### Requirements

#### Required Core:

**Units: 30.0-33.0**

<i>Select one</i>		0.0-3.0
DR 23	ENGINEERING GRAPHICS	3.0
OR		
DR 100 <	FUNDAMENTALS OF INDUSTRIAL AND MECHANICAL DESIGN	3.0
<i>Select one</i>		3.0

DR 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
<i>Select one</i>		3.0
DR 51 *	COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 51 *	COMPUTER-AIDED DRAFTING	3.0
DR 101 *	MECHANICAL DESIGN	3.0
DR 102	MECH DESIGN AND MARKETING PORTFOLIO	3.0
DR 120	ENGINEERING TECHNOLOGY	3.0
<i>Select one</i>		3.0
DR 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
OR		
ARCH 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
DR 200 *	3D PARAMETRIC MODELING - SOLIDWORKS	3.0
DR 201 *	ADVANCED 3D PARAMETRIC MODELING - SOLIDWORKS	3.0
DR 202 *	GEOMETRIC DIMENSIONING AND TOLERANCING	3.0
DR 203	GREEN & SUSTAINABLE MANUFACTURING DESIGN	3.0

**Restricted Electives: Select one course****Units: 3.0**

ET 101	SURVEY OF ELECTRONICS	3.0
MFG 200 *	INTRODUCTION TO RAPID PROTOTYPING TECHNOLOGY	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 33.0-36.0**

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

< Students who have completed one year of high school mechanical drafting, or equivalent, are exempt from taking DR 100.

**DRAFTING TECHNOLOGY - Certificate of Achievement****Summary**

The Drafting Technology Certificate of Achievement program includes courses designed to provide a general background and specialized skills to help the student find entry-level employment in government and private enterprise, especially where drafting skills are required. Main competencies include understanding CAD, Solidworks, and similar software programs, ability to draft and annotate drawings in 2D and 3D views, and ability to interpret and work from mechanical drawings. Students will be prepared to work as mechanical drafters, industrial design drafters, and manufacturing drafters.



**Learning Outcome(s):**

- Communicate designs in 2 languages of mechanical drafting: AutoCAD and Solidworks.
- Demonstrate proficient drafting skills in 2 dimensional and 3 dimensional drawings.
- Demonstrate knowledge of annotation and dimensioning techniques used in producing drawings in the engineering and manufacturing fields.
- Discuss drafting techniques, drafting software languages, and digital visualization

**Requirements****Required Core:****Units: 30.0-33.0**

<i>Select one</i>		0.0-3.0
DR 23	ENGINEERING GRAPHICS	3.0
OR		
DR 100 <	FUNDAMENTALS OF INDUSTRIAL AND MECHANICAL DESIGN	3.0
<i>Select one</i>		3.0
DR 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 50 *	INTRODUCTION TO COMPUTER-AIDED DRAFTING	3.0
<i>Select one</i>		3.0
DR 51 *	COMPUTER-AIDED DRAFTING	3.0
OR		
ARCH 51 *	COMPUTER-AIDED DRAFTING	3.0
DR 101 *	MECHANICAL DESIGN	3.0
DR 102	MECH DESIGN AND MARKETING PORTFOLIO	3.0
DR 120	ENGINEERING TECHNOLOGY	3.0
<i>Select one</i>		3.0
DR 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
OR		
ARCH 152 *	ADVANCED COMPUTER-AIDED DESIGN	3.0
DR 200 *	3D PARAMETRIC MODELING - SOLIDWORKS	3.0
DR 201 *	ADVANCED 3D PARAMETRIC MODELING - SOLIDWORKS	3.0
DR 202 *	GEOMETRIC DIMENSIONING AND TOLERANCING	3.0
DR 203	GREEN & SUSTAINABLE MANUFACTURING DESIGN	3.0

**Restricted Electives: Select one course****Units: 3.0**

ET 101	SURVEY OF ELECTRONICS	3.0
MFG 200 *	INTRODUCTION TO RAPID PROTOTYPING TECHNOLOGY	3.0

**Total: 33.0-36.0**

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

< Students who have completed one year of high school mechanical drafting, or equivalent, are exempt from taking DR 100.

**E-COMMERCE SPECIALIST - A.S. Degree****Summary**

This program provides the skills for conducting business on the web, preparing an electronic approach, and managing an e-commerce web presence.

**Learning Outcome(s):**

- Demonstrate key e-commerce employment skills.
- Create basic websites and interface to databases.
- Demonstrate comprehensive terminology and industrial standards governing web e-commerce.

## Requirements

### Required Core:

**Units: 13.5**

CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMW 115	INTRO CREATING WEB PAGES DREAMWEAVER AND WORD PRESS	3.0
CIMW 145	WEB DEVELOPMENT - PHP, CMS AND WORDPRESS AND E-COMMERCE	3.0
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0
CIMW 280 ‡	WEB DESIGN - CAPSTONE PORTFOLIO PROJECT	1.5

### Restricted Electives:

**Units: 6.0-7.5**

CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
BUS 109	E-COMMERCE MARKETING	3.0
CIMW 100A	WEB SITE DEVELOPMENT - HTML-BEGINNING	1.5
CIMW 100B *	WEB SITE DEVELOPMENT - HTML--ADVANCED	1.5
CIMW 140	CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)	3.0
CIMW 207	SOCIAL MEDIA & WEB FUNDAMENTALS	1.5
CIMW 241 *	INTRODUCTION TO CONTENT MANAGEMENT SYSTEMS (CMS)- WORDPRESS	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 19.5-21.0**

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

‡ Final course to be taken

## E-COMMERCE SPECIALIST - Certificate of Achievement

### Summary

This program introduces students to creating and maintaining e-commerce web sites. The program emphasis is on industrial standards. These include SQL the database communication language, PHP the most used server-side web scripting language, JavaScript the most used client-side scripting language, jQuery the most used client-side javaScript framework. The restricted electives allow a student to emphasize either marketing, WordPress, or programming.

### Learning Outcome(s):

- Demonstrate key e-commerce employment skills.
- Create basic websites and interface to databases.

- Demonstrate comprehensive terminology and industrial standards governing web e-commerce.

## Requirements

### Required Core:

**Units: 13.5**

CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMW 115	INTRO CREATING WEB PAGES DREAMWEAVER AND WORD PRESS	3.0
CIMW 145	WEB DEVELOPMENT - PHP, CMS AND WORDPRESS AND E-COMMERCE	3.0
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0
CIMW 280 ‡	WEB DESIGN - CAPSTONE PORTFOLIO PROJECT	1.5

### Restricted Electives:

**Units: 3.0-4.5**

CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
BUS 109	E-COMMERCE MARKETING	3.0
CIMW 140	CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)	3.0
CIMW 207	SOCIAL MEDIA & WEB FUNDAMENTALS	1.5
CIMW 241 *	INTRODUCTION TO CONTENT MANAGEMENT SYSTEMS (CMS)- WORDPRESS	3.0

**Total: 16.5-18.0**

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

‡ Final course to be taken

## EARLY CHILDHOOD EDUCATION - AS-T Degree

### Summary

The curriculum in this program is designed prepare students to be teachers and caregivers for young children ages 0-8 and to provide the transfer student an opportunity to achieve an Associate Degree for Transfer in Early Childhood Education by providing the necessary breadth in the field aligned to state and national standards, an introduction to the methods used, and the ability to complete both major preparatory coursework along with courses required for general education. Developmental and learning theory and strategies related to the unique care and education needs of young children will be studied and applied. Family collaboration and culturally responsive practice will be emphasized. Students who complete this degree meet the educational requirements for the Teacher level of the Child Development Permit. Students who complete this degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.

- Identify environmental cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-8 years.
- Apply developmental theory, knowledge of child development, and research based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

## Requirements

Required Core:		Units: 25.0
CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
CDE 120 *	OBSERVATION AND ASSESSMENT	3.0
CDE 121 *	PRACTICUM-THE STUDENT TEACHING EXPERIENCE	4.0
CDE 112 *	HEALTH, SAFETY, AND NUTRITION	3.0
CDE 117 *	TEACHING IN A DIVERSE SOCIETY	3.0

**Total: 25.0**

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

## EARLY CHILDHOOD MASTER TEACHER - Certificate of Achievement

### Summary

Developmental and learning theory as well as appropriate strategies will be studied and applied. Culturally sensitive and relationship-based practice will be emphasized. In addition to foundational topics, students will select one area of specialization to add breadth to and depth to their preparation for working with young children and learn basic adult supervision skills. This certificate prepares students to be competent and effective teachers and caregivers for young children ages 0-8, supervisors of adults in early childhood settings, and to serve as a coordinator of curriculum and staff development. It also meets the coursework requirements for the Master Teacher level of the Child Development Permit issued by the California Commission on Teacher Credentialing (CTC). Additional work experience with children and adults is required to obtain the Permit.

A minimum grade of "C" in each course is required to earn the certificate and/or qualify for the Child Development Permit.

### Learning Outcome(s):

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-8 years.
- Apply developmental theory, knowledge of child development, and research-based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate the skills and knowledge in supervising program staff and coordinating curriculum and staff development.

- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

## Requirements

### Required Core:

**Units: 31.0**

CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
CDE 111 *	CHILD GUIDANCE AND COMMUNICATION	3.0
CDE 112 *	HEALTH, SAFETY, AND NUTRITION	3.0
CDE 117 *	TEACHING IN A DIVERSE SOCIETY	3.0
CDE 120 *	OBSERVATION AND ASSESSMENT	3.0
CDE 121 *	PRACTICUM-THE STUDENT TEACHING EXPERIENCE	4.0
CDE 127 *	ADULT SUPERVISION AND MENTORING	3.0

### Required Specialization:

**Units: 6.0**

Students complete 6 units from one of the 3 specialization options: Infant/Toddler, Special Needs, or Curriculum 6.0

#### *Infant/Toddler*

CDE 123 *	INFANT AND TODDLER DEVELOPMENT	3.0
CDE 133 *	CARE AND EDUCATION FOR INFANTS AND TODDLERS	3.0

#### *Special Needs*

CDE 135 *	INTRODUCTION TO CHILDREN WITH SPECIAL NEEDS	3.0
CDE 140 *	CURRICULUM AND STRATEGIES FOR CHILDREN WITH SPECIAL NEEDS	3.0

#### *Curriculum*

CDE 113 *	MATH AND SCIENCE CURRICULUM EARLY CHILDHOOD EDUCATION	3.0
CDE 114 *	CREATIVE ART CURRICULUM FOR YOUNG CHILDREN	3.0
CDE 115 *	LITERACY CURRICULUM IN EARLY CHILDHOOD EDUCATION	3.0

### Required Breadth:

**Units: 16.0-19.0**

Students must complete area 1, select one course from each of areas 2, 3, and 4, and select one additional course from area 2, 3, or 4.

#### *Area 1*

ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0

#### *Area 2*

GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
OR		
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
OR		

MATH 103 *	MATHEMATICAL IDEAS	3.0
OR		
PHYS 30	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
<b>Area 3</b>		
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
OR		
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
OR		
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0
OR		
SOC 30	SOCIAL PSYCHOLOGY	3.0
<b>Area 4</b>		
ARTH 20	ART APPRECIATION	3.0
OR		
ENG 142 *	CHILDREN'S LITERATURE	3.0
OR		
HORT 115	HISTORY OF LANDSCAPE DESIGN	3.0
OR		
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
OR		
MUS 1	THE BASICS OF MUSIC	3.0
OR		
MUS 20	MUSIC APPRECIATION	3.0

**Total: 53.0-56.0**

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

## EARLY CHILDHOOD TEACHER - Certificate of Achievement

### Summary

Foundational theories of children's development and learning as well as appropriate strategies for teaching and caring for children ages birth to 8 will be studied and applied. Family collaboration, cultural sensitivity, and relationship-based practice will be emphasized. This certificate prepares students to provide competent and effective care and instruction of children in a variety of early childhood settings. It also meets the education requirements of the Teacher level of the Child Development Permit issued by the California Commission on Teacher Credentialing (CTC). Additional working experience with children is required to obtain the Permit.

A minimum grade of "C" in each course is required to receive the certificate and/or qualify for the Child Development Permit.

### Learning Outcome(s):

- Describe developmental milestones for children in the areas of physical, psycho-social, cognitive, and language development.

- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique need of children ages 0-8 years.
- Apply developmental theory, knowledge of child development, and research-based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.
- Demonstrate the skills and knowledge in supervising program staff and coordinating curriculum and staff development.

## Requirements

### Required Core:

**Units: 28.0**

CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
CDE 111 *	CHILD GUIDANCE AND COMMUNICATION	3.0
CDE 112 *	HEALTH, SAFETY, AND NUTRITION	3.0
CDE 117 *	TEACHING IN A DIVERSE SOCIETY	3.0
CDE 120 *	OBSERVATION AND ASSESSMENT	3.0
CDE 121 *	PRACTICUM-THE STUDENT TEACHING EXPERIENCE	4.0

### Required Breadth:

**Units: 16.0-19.0**

Students must complete area 1, select one course from each of areas 2, 3, and 4, and select one additional course from area 2, 3, or 4. \*\*

#### Area 1

ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0

#### Area 2

MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
OR		
MATH 103 *	MATHEMATICAL IDEAS	3.0
OR		
GEOG 1	PHYSICAL GEOGRAPHY	3.0
OR		
GEOG 1H	HONORS PHYSICAL GEOGRAPHY	3.0
OR		
PHYS 30	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0
OR		
HORT 20 *	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0

#### Area 3



ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
SOC 30	SOCIAL PSYCHOLOGY	3.0
OR		
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0

**Area 4**

ENG 142 *	CHILDREN'S LITERATURE	3.0
ARTH 20	ART APPRECIATION	3.0
MUS 1	THE BASICS OF MUSIC	3.0
MUS 20	MUSIC APPRECIATION	3.0
HORT 115	HISTORY OF LANDSCAPE DESIGN	3.0
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0

\*\* Other courses that meet the same General Education category as the courses listed in areas 2, 3, and 4 may be substituted to meet the restricted elective requirements. Refer to the current college catalog.

**Total: 44.0-47.0**

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

## EATING DISORDERS - Occupational Skills Award

### Summary

The Eating Disorders Studies (EDS) Occupational Skills Award offers three primary, nationally recognized eating disorders courses that are considered fundamental to the attainment of requisite knowledge and skills in the treatment of eating disorders. Students will gain the knowledge, training, and skills needed to identify, assess, and refer affected individuals to appropriate treatment. Upon successful completion of the Eating Disorders Studies Occupational Skills Award, students will qualify to apply for certificates or credentials offered by the International Association of Eating Disorders Professionals and/or other certifying organizations such as the California Association for Alcohol and Drug Educators (CAADE) and the Breining Institute. The Eating Disorders Studies (EDS) Occupational Skills Award is a complement to any or all of the four Human Services certificates (Alcohol and Drug Studies, Generalist, Community- Based Corrections, and the Mental Health Worker). There are no prerequisites for these courses.

### Learning Outcome(s):

- Qualify for credentials or certificates offered by the International Association of Eating Disorders Professionals and/or other accredited organizations such as the California Association for Alcohol and Drug Educators (CAADE) or the Breining Institute.
- Demonstrate an awareness of the various diagnosable eating disorders as outlined in the American Psychiatric Association's Diagnostic and Statistical Manual of Mental Disorders (DSM) 5.
- Recognize signs and symptomology of eating disorders and engage in effective intervention and appropriate referrals for the treatment of eating disorders.

## Requirements

<b>Required Core:</b>		<b>Units: 9.0</b>
HS 181	INTRODUCTION TO EATING DISORDERS	3.0
HS 184 *	MEDICAL ASPECTS OF EATING DISORDERS	3.0
HS 185 *	THE BACKGROUND AND TREATMENT OF EATING DISORDERS	3.0

**Total: 9.0**

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

## ECOLOGICAL RESTORATION - Certificate of Achievement

### Summary

The Ecological Restoration Certificate prepares students to use basic and applied ecological concepts to reclaim and/or restore natural processes and functions to disturbed ecosystems. As the only available technical certificate in Ecological Restoration in Southern California, the program emphasizes application of restoration techniques to monitor, assess, preserve, and restore ecosystems while providing students a solid foundation in local natural history, ecological concepts, ecological disturbances, and an understanding of natural resource management policy.

Students completing the certificate will be prepared to pursue professional opportunities such as restoration ecologist, environmental restoration planner, field technician, or similar with organizations including government (US Forest Service, National Park Service, California State Parks), corporate (ecological/environmental consulting firms), and non-profit (nature centers, community-based restoration, land trusts and conservancies).

### Learning Outcome(s):

- Describe the major restoration techniques and identify the benefits and limitations of each approach.
- Develop a restoration plan for a specific site.
- Identify the regulatory and technical requirements for monitoring restoration sites.

## Requirements

<b>Required Core:</b>		<b>Units: 15.0</b>
ECOL 201	ECOLOGICAL RESTORATION TECHNIQUES	4.0
ECOL 202	ADVANCED ECOLOGICAL RESTORATION TECHNIQUES	4.0
ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0
ENV 18	INTRODUCTION TO ECOLOGY	4.0

**Restricted Electives: Select four courses** **Units: 7.0-13.0**

ENV 24	NATURAL HISTORY OF CALIFORNIA	4.0
ENV 37	ENVIRONMENTAL ETHICS	3.0
ENV 40	ENVIRONMENTAL LAW AND POLICY	3.0
ENV 105 *	ENVIRONMENTAL STUDIES INTERNSHIP	2.0
ENV 123	WATER AND SOIL CONSERVATION	3.0
GEOG 110	INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)	2.0
OR		
GIS 110	INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)	2.0
HORT 113	SOILS AND FERTILIZERS	3.0
HORT 116	IRRIGATION DESIGN FUNDAMENTALS	3.0
HORT 166	NATIVE PLANTS IN THE URBAN LANDSCAPE	2.0
CWE 180	CO-OP-ED ECOLOGICAL RESTORATION	1.0

OR		
CWE 180	CO-OP-ED ECOLOGICAL RESTORATION	2.0

**Total: 22.0-28.0**

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

## ECONOMICS - A.A. Degree

### Summary

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

### Learning Outcome(s):

- Define scarcity, and show how it relates to the concepts of choice and cost.
- Outline the role of comparative advantage in exchange.
- Describe and analyze the economy in quantitative terms using national income and employment data from the standpoint of current and constant dollars.
- Utilize the demand and supply model and use the model to critically analyze real world examples.
- Explain the role of prices in allocating goods, services and factors of production.

### Requirements

#### Required Core:

**Units: 14.0**

<i>Select one</i>		3.0
ECON 2 *	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0
<i>Select one</i>		3.0
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
<i>Select one</i>		3.0
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
<i>Select one</i>		5.0
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0
OR		
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0

#### Restricted Electives:

**Units: 6.0-9.0**

ACCT 1A	FINANCIAL ACCOUNTING	4.0
ACCT 1B *	MANAGERIAL ACCOUNTING	4.0

BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0

### Associate of Arts Degree

Complete units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 qualifies the student for the Associate of Arts Degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

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

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

**Total units does not include all units required for the degree.**

**Total: 20.0-23.0**

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

## ECONOMICS - AA-T Degree

### Summary

The Associate in Arts in Economics for Transfer degree provides a foundation in economics and the mathematics necessary for upper-division economics for students planning to transfer into a baccalaureate program in economics. This background should provide students with the tools to complete a bachelor's successfully. Students who complete the Associate in Arts in Economics for Transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers that can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Define scarcity, and show how it relates to the concepts of choice and cost.
- Outline the role of comparative advantage in exchange.

- Describe and analyze the economy in quantitative terms using national income and employment data from the standpoint of current and constant dollars.
- Utilize the demand and supply model to critically analyze real-world examples.
- Explain the role of prices in allocating goods, services, and factors of production.

## Requirements

### Required Core:

**Units: 14.0**

<i>Select one</i>		3.0
ECON 2 *	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0
<i>Select one</i>		3.0
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
<i>Select one</i>		5.0
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0
OR		
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0

### LIST A: Select one course

**Units: 3.0-5.0**

MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
ACCT 1A	FINANCIAL ACCOUNTING	4.0
ACCT 1B *	MANAGERIAL ACCOUNTING	4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0

### LIST B: Select one of the following courses or any course from List A not already used

**Units: 3.0-5.0**

<i>Select one</i>		3.0
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 26 *	INTRODUCTION TO LINEAR ALGEBRA	4.0

**Total: 20.0-24.0**

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

## ELEMENTARY TEACHER EDUCATION - AA-T Degree

## Summary

Upon completion of the Associate in Arts in Elementary Teacher Education for Transfer degree, students will have a strong foundation in introductory content area subject matter requirements for teaching at the elementary school level. Students will also participate in supervised fieldwork in K-12 settings. Students who complete the Associate in Arts Degree in Elementary Teacher Education for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Demonstrate introductory subject matter competency for the Multiple Subject California Subject Examination for Teachers (CSET).
- Compare and contrast teaching strategies and approaches appropriate to students of diverse needs, abilities, and backgrounds.
- Discuss the historical influences and current trends in education.

## Requirements

Required Core:		Units: 45.0
CDE 90 *	INTRO TO ELEMENTARY EDUCATION	3.0
CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
PHYS 30 *	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0
GEOL 20	INTRODUCTION TO EARTH SCIENCE	4.0
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
<i>Select one</i>		3.0
COMM 1 *	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H *	HONORS COMMUNICATION FUNDAMENTALS	3.0
<i>Select one</i>		4.0
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		3.0
ENG 25 *	INTRODUCTION TO LITERATURE	3.0
OR		
ENG 25H *	HONORS INTRODUCTION TO LITERATURE	3.0
GEOG 3	WORLD REGIONAL GEOGRAPHY	3.0
HIST 4	WORLD HISTORY TO 1500	3.0

HIST 16	HISTORY OF THE UNITED STATES TO 1876	3.0
<i>Select one</i>		3.0
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0

**Group A:** **Units: 3.0**

ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0

**Group B:** **Units: 3.0**

ARTH 20	ART APPRECIATION	3.0
DANC 64	HISTORY OF DANCE	3.0
MUS 20	MUSIC APPRECIATION	3.0
TA 20	THEATRE APPRECIATION	3.0

**Total: 51.0**

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

## EMERGENCY MEDICAL TECHNICIAN - Occupational Skills Award

### Summary

The Emergency Medical Technician Occupational Skills Award is designed to prepare the student for licensure as an EMT. The course prepares the student to care for the sick and injured in the hospital, at the scene of an emergency, and/or during transport.

### Learning Outcome(s):

- Demonstrate proficiency in the cognitive aspects of prehospital emergency medical care as specified in the National Emergency Medical Services Education Standards.
- Demonstrate proficiency in the psychomotor aspects of prehospital emergency medical care as specified in the National Emergency Medical Services Education Standards.
- Demonstrate proficiency in the affective aspects of prehospital emergency medical care as specified in the National Emergency Medical Services Education Standards.

### Requirements

**Required Core:** **Units: 12.0**

EMT 207 *	EMERGENCY MEDICAL TECHNICIAN PROCEDURES	11.0
EMT 207C *	EMERGENCY MEDICAL TECHNICIAN CLINICAL OBSERVATION	1.0

**Total: 12.0**

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

## ENGINEERING - A.S. Degree

### Summary



The curriculum in the Engineering Associate of Science Degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to engineering fields, earning the Associate Degree would demonstrate achievement and may support employment as a technician in engineering related fields. Engineering companies constantly hire technicians. Students completing the engineering Associate of Science degree are prepared to transfer into: mechanical engineering, electrical engineering, civil engineering, and many other engineering degrees offered at California State Universities.

### Learning Outcome(s):

- Demonstrate understanding of classical mechanics (Newtonian mechanics).
- Use Newtonian mechanics to solve structural problems in a static environment.
- Demonstrate understanding of material properties when solving static equilibrium problems.

## Requirements

### Required Core:

**Units: 23.0**

<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
PHYS 4A *	GENERAL PHYSICS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
PHYS 4B *	GENERAL PHYSICS	5.0
ENGR 31 *	STATICS	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## ENGLISH - AA-T Degree

### Summary

English curriculum provides the transfer student the opportunity to earn an Associate in Arts in English for Transfer degree that will allow completion of both general education requirements and major preparatory course work. In addition, the selection of courses ensures the English major a broad perspective on the history of literature, coupled with the necessary writing, thinking, and research training essential for academic achievement. Students who complete the Associate in Arts Degree in English for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Associate Degree for Transfer requirements (pursuant to SB1440, §66746)**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a “C” (or “P” Pass) or better in all courses required for the major or area of emphasis.

**Learning Outcome(s):**

- Demonstrate writing fluency, critical thinking ability, and research skills. These skills will include grammar review, as well as expository and persuasive writing instruction.
- Use skill and creativity along with critical judgment of literary forms, as they compose their own nonfiction, short stories, novels, poems, plays, and screenplays.
- Examine traditional literary themes and genres in courses addressing American, British and World literature. Students will explore contemporary themes and genres in courses such as Introduction to the Novel, Ethnic Voices in Literature, and The Film as Literature. The broad spectrum of literature courses allows students to focus on a particular area of interest.

**Requirements****Required Core:****Units: 6.0**

<i>Select one</i>		3.0
ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0
ENG 25 *	INTRODUCTION TO LITERATURE	3.0

**List A: Select two courses****Units: 6.0**

ENG 15A *	SURVEY OF AMERICAN LITERATURE - 1620-1860	3.0
ENG 15B *	SURVEY OF AMERICAN LITERATURE - 1860-CONTEMPORARY	3.0
ENG 17A *	SURVEY OF ENGLISH LITERATURE - BEOWULF TO ROMANTIC MOVEMENT	3.0
ENG 17B *	SURVEY OF ENGLISH LIT - ROMANTIC MOVEMENT TO THE PRESENT	3.0
ENG 21A *	WORLD LITERATURE - ANCIENT TO 17TH CENTURY	3.0
ENG 21B *	WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD	3.0

**List B: Select any List A course not already used OR****Units: 3.0**

ENG 3 *	INTRODUCTION TO CREATIVE WRITING	3.0
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**List C: Select one of the following courses or any List A or List B course not already used****Units: 3.0-5.0**

ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
SPAN 1 *	ELEMENTARY SPANISH	5.0
OR		

SPAN 1H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 2 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 2H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 3 *	INTERMEDIATE SPANISH	5.0
JRN 2 *	NEWS WRITING	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
COMM 30	INTRODUCTION TO ORAL INTERPRETATION	3.0
TA 20	THEATRE APPRECIATION	3.0
ANTH 3	CULTURE AND LANGUAGE	3.0

**Total: 18.0-20.0**

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

## ENGLISH LITERATURE - A.A. Degree

### Summary

The curriculum in the English Literature Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion. Students earning the English Literature Associate of Arts degree may transfer into degree programs such as: English, English Literature, and English Education.

### Learning Outcome(s):

- Demonstrate writing fluency, critical thinking ability, and research skills. These skills will include grammar review, as well as expository and persuasive writing instruction.
- Use skill and creativity along with critical judgment of literary forms, as they compose their own nonfiction, short stories, novels, poems, plays, and screenplays.
- Examine traditional literary themes and genres in courses addressing American, British and World literature. Students will explore contemporary themes and genres in courses such as Introduction to the Novel, Ethnic Voices in Literature, and The Film as Literature. The broad spectrum of literature courses allows students to focus on a particular area of interest.

### Requirements

#### Required Core:

**Units: 7.0**

<i>Select one</i>		4.0
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		3.0
ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0

#### Restricted Electives:

**Units: 12.0**

ENG 15A *	SURVEY OF AMERICAN LITERATURE - 1620-1860	3.0
ENG 15B *	SURVEY OF AMERICAN LITERATURE - 1860-CONTEMPORARY	3.0
ENG 17A *	SURVEY OF ENGLISH LITERATURE - BEOWULF TO ROMANTIC MOVEMENT	3.0
ENG 17B *	SURVEY OF ENGLISH LIT - ROMANTIC MOVEMENT TO THE PRESENT	3.0
ENG 18 *	SHAKESPEARE - THE TRAGEDIES	3.0
ENG 21A *	WORLD LITERATURE - ANCIENT TO 17TH CENTURY	3.0
ENG 21B *	WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD	3.0
ENG 22 *	INTRODUCTION TO SHAKESPEARE	3.0
OR		
ENG 22H *	HONORS INTRODUCTION TO SHAKESPEARE	3.0
ENG 27A *	INTRODUCTION TO THE NOVEL	3.0
OR		
ENG 27AH *	HONORS INTRODUCTION TO THE NOVEL	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 19.0**

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

## Entrepreneurship A.S. Degree - A.S. Degree

### Summary

The Entrepreneurship Associate of Science degree program is designed for students who wish to emphasize entrepreneurship in their community college business studies. Completion of the Entrepreneurship Associate of Science program provides students with critical knowledge and tools for planning, launching, and operating a new business. Program completion demonstrates persistence and achievement and may support job applications. The program provides valuable preparation in proven business practices and business ownership issues, such as market focus, measures of success, and development of a clear and useful business plan. Because some of the leading causes of new business failures are poor risk management, lack of adequate capitalization, and mismanagement of resources, specific information is provided in these areas to help students make good decisions. Career paths and occupations for students with entrepreneurship skills include business development, e-commerce, finances, marketing, and management, across industries.

### Learning Outcome(s):

- Describe the major influences on small businesses.
- Describe governmental, financial, human resource, and other factors when planning or building a new product, service, or business.
- Make business decisions that consider the fundamentals of legal systems and social, ethical, and political forces affecting the development and operation of businesses.
- Communicate clearly, effectively, and appropriately in writing and orally.

- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Describe the entrepreneurial risks and challenges inherent in each major component of the entrepreneurial business.
- Evaluate a product, service, or business in terms of a clearly defined proposed target customer and the need that is being satisfied.
- Research and develop a business plan for all aspects of the creation and maintenance of a business.
- Prepare business documents and reports using Internet and other research sources accurately and appropriately and using appropriate visual representation in the form of graphs and/or tables.
- Behave appropriately in a workplace, following business policies and procedures and directions and using independent judgment as needed and using decision-making skills to solve problems.
- Solve problems through hands-on projects to develop computer-based solutions to business problems.
- Apply mathematical skills and knowledge to answer marketing questions or describe business characteristics.

## Requirements

### Required Core:

**Units:** 25.0-27.0

ACCT 235	ENTREPRENEURIAL ACCOUNTING	3.0
<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		2.0-3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 106	LEGAL ASPECTS OF ENTREPRENEURSHIP	2.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 160	ENTREPRENEURSHIP	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 120	BUSINESS MANAGEMENT	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0

### Restricted Electives: Select any of the courses not already used

**Units:** 3.0

BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 106	LEGAL ASPECTS OF ENTREPRENEURSHIP	2.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		

MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
BUS 237	FINANCING THE ENTREPRENEURIAL BUSINESS	1.5
CWE 180	CO-OP-ED-BUSINESS	1.0
OR		
CWE 180	CO-OP-ED BUSINESS	2.0
OR		
CWE 180	CO-OP-ED BUSINESS	3.0
BUS 150	INTERNATIONAL BUSINESS	3.0

**Marketing and Communication Specialties: Select any of the courses not already used** **Units: 3.0**

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 109	E-COMMERCE MARKETING	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 135	MARKETING	3.0
BUS 136	PRINCIPLES OF RETAILING	3.0
BUS 137	PROFESSIONAL SELLING FUNDAMENTALS	3.0
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 31.0-33.0**

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

## ENTREPRENEURSHIP - Certificate of Achievement

### Summary

The Entrepreneurship Certificate of Achievement program is designed for students who plan to engage in entrepreneurship or who have already begun their own business. Completion of this certificate provides students with critical knowledge and skills for planning, starting, and operating a new business. The program provides valuable preparation in proven business practices and business ownership, operation, and management issues, such as market focus, measures of success, and development of a clear and useful business plan. Career paths and occupations for students with entrepreneurship skills include business development, e-commerce, finances, marketing, and management, across industries. Completion also demonstrates persistence and achievement and may support job applications.

### Learning Outcome(s):

- Identify the fundamentals of legal systems, and technological, social, ethical, global, and political forces affecting the development and operation of businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Describe starting and building businesses, including governmental, financial, human resource, and others when planning or building a new product, service, or business.
- Communicate clearly and effectively, orally and in writing, in the business workplace environment. • Describe entrepreneurial risks and challenges inherent in each major component of the entrepreneurial business
- Describe entrepreneurial risks and challenges inherent in each major component of the entrepreneurial business.
- Evaluate a product, service, or business in terms of a clearly defined proposed target customer and the need that is being satisfied.
- Research and develop a business plan for all aspects of the creation and maintenance of a business.
- Prepare business documents and reports using Internet and other research sources accurately and appropriately and using appropriate visual representation in the form of graphs and/or tables.
- Behave appropriately in a workplace, following business policies and procedures and directions and using independent judgment as needed and using decision-making skills to solve problems.
- Complete hands-on projects to develop computer-based solutions to business problems.
- Identify the various forms of business entities and identify distinguishing characteristics among them.
- Apply principles of business management to analyze and propose solutions to business problems.
- Compare various methods of acquiring business financing.

## Requirements

### Required Core:

**Units: 19.5-21.5**

ACCT 235	ENTREPRENEURIAL ACCOUNTING	3.0
<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		2.0-3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 106	LEGAL ASPECTS OF ENTREPRENEURSHIP	2.0
<i>Select one</i>		3.0-4.0
BUS 103 *	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 160	ENTREPRENEURSHIP	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 237	FINANCING THE ENTREPRENEURIAL BUSINESS	1.5

### Restricted Electives:

**Units: 3.0**



BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 106	LEGAL ASPECTS OF ENTREPRENEURSHIP	2.0
BUS 109	E-COMMERCE MARKETING	3.0
BUS 150	INTERNATIONAL BUSINESS	3.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
CWE 180	CO-OP-ED-BUSINESS	1.0
OR		
CWE 180	CO-OP-ED BUSINESS	2.0
OR		
CWE 180	CO-OP-ED-BUSINESS	3.0

**Total: 22.5-24.5**

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

## ENTREPRENEURSHIP - Occupational Skills Award

### Summary

The Entrepreneurship Occupational Skills Award is particularly useful for members of the community and other students who are planning or are in the process of starting a new business.

### Requirements

<b>Required Core:</b>		<b>Units: 10.5</b>
ACCT 235	ENTREPRENEURIAL ACCOUNTING	3.0
BUS 160	ENTREPRENEURSHIP	3.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
BUS 237	FINANCING THE ENTREPRENEURIAL BUSINESS	1.5

**Total: 10.5**

## ENVIRONMENTAL SCIENCE - AS-T Degree

### Summary

Environmental Science is an interdisciplinary course of study that draws on science, economics, and mathematics to produce an understanding of the complex interactions between humans and the environment. The Associate in Science in Environmental Science for Transfer Degree provides students with a core curriculum to develop key skills for applying biological, physical, and chemical scientific principles to the study of the environment. Students will also develop skills for critical/analytical thinking and problem-solving that are needed to develop solutions to environmental problems at the local, national, and global level.

Students who complete the Associate in Science in Environmental Science for Transfer Degree receive priority admission to the California State University system, although admission to a specific campus is not guaranteed.

The Associate in Science in Environmental Science for Transfer Degree prepares students for transfer to a 4-year university for further study to prepare for a wide variety of careers. Environmental scientists typically use their

knowledge and skills to protect the environment and human health. They may clean up polluted areas, advise policymakers, or work with government and industry to reduce waste and improve environmental conditions. Other career possibilities are academia, environmental law, environmental consulting, biodiversity conservation, and resource management.

### Graduation Requirements:

To earn the Associate in Science in Environmental Science for Transfer degree, students must complete 60 CSU-transferable semester units with a minimum grade point average of 2.0, including both of the following:

- completion of all courses required for the major with a grade of "C" (or "P" Pass) or better; and
- completion of the California State University General Education or Intersegmental General Education Transfer Curriculum for Science, Technology, Engineering, and Mathematics (CSU GE<sup>1</sup> or IGETC for STEM<sup>2</sup>) pattern

<sup>1</sup>CSU GE for STEM is only an option for students earning AS-T degrees in Environmental Science. CSU GE for STEM certification requires the following courses before transfer:

- all courses in Area A, B, and E of the traditional CSU GE;
- two courses in Area C – one course in Area C1 and one course in Area C2;
- two courses in Area D from two different disciplines.

The following deferred courses must be completed after transfer:

- one remaining lower-division general education course in Area C
- one remaining lower-division general education course in Area D

<sup>2</sup>IGETC for STEM is only an option for students earning AS-T degrees in Biology for Transfer, Chemistry for Transfer, and/or Environmental Science for Transfer. IGETC for STEM certification requires the following courses before transfer:

- all courses in Area 1 (except 1C for UC-bound students), 2, and 5 of the traditional IGETC;
- two courses in Area 3 – one course in Area 3A and one course in Area 3B; and
- two courses in Area 4 from two different disciplines.

The following deferred courses must be completed after transfer:

- one remaining lower-division general education course in Area 3;
- one remaining lower-division general education course in Area 4; and
- one course in Area 6 for UC-bound students who have not satisfied the requirement through proficiency.

### Learning Outcome(s):

- Demonstrate knowledge of the physical, biological, ecological, and social sciences required to effectively address current environmental issues and be prepared to pursue further study in an environmental science program at the baccalaureate level.
- Demonstrate scientific literacy and ability to engage in scientific inquiry concerning environmental issues through the evaluation and analysis of scientific literature, and presentation of results in written and oral form.
- Critically evaluate strategies for sustainable management of environmental systems and for the remediation or restoration of degraded environments and human health protection.

## Requirements

### Required Core:

**Units:** 13.0-14.0

Select one of two options:

<i>Option 1</i>		13.0
BIO 4A *	PRINCIPLES OF CELLULAR BIOLOGY	4.0
BIO 4B *	PRINCIPLES OF ORGANISMAL BIOLOGY	4.0
CHEM 1A *	GENERAL CHEMISTRY	5.0
<i>Option 2</i>		14.0

BIO 4A *	PRINCIPLES OF CELLULAR BIOLOGY	4.0
CHEM 1A *	GENERAL CHEMISTRY	5.0
CHEM 1B *	GENERAL CHEMISTRY	5.0

**List A: Complete 15 units from the following****Units: 15.0**

ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0
<i>Select GEOL 1 or GEOG 1 and GEOG 1L</i>		4.0
GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
OR		
GEOG 1	PHYSICAL GEOGRAPHY	3.0
AND		
GEOG 1L *	PHYSICAL GEOGRAPHY LABORATORY	1.0

<i>Select one</i>		3.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0

**List B: Complete 13 units from the following****Units: 13.0**

<i>Select one</i>		3.0
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0

<i>Select PHYS 4A and PHYS 4B or PHYS 2A and PHYS 2B</i>		10.0
PHYS 4A *	GENERAL PHYSICS	5.0
AND		
PHYS 4B *	GENERAL PHYSICS	5.0
OR		
PHYS 2A *	INTRODUCTION TO PHYSICS	5.0
AND		
PHYS 2B *	INTRODUCTION TO PHYSICS	5.0

**Total: 41.0-42.0**

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

**ENVIRONMENTAL STUDIES - A.A. Degree****Summary**

Environmental Studies is an interdisciplinary program that provides students with an integrated and critical knowledge of the natural environment and the relationships and interactions humans have with it. The program provides students

with the understanding that environmental challenges face every aspect of society, and it provides them with the skills needed to help solve these complex problems through cooperation and negotiation with the different and often competing stakeholders. The program combines classroom, laboratory, and field study instruction giving students a well-rounded preparation in the field of environmental studies.

The curriculum in the Environmental Studies Associate Degree program is designed to prepare students to transfer to a baccalaureate institution and complete a four year degree in an environmental related field of study, including, but not limited to, Environmental Studies, Environmental Science and Management, Environmental Policy, Energy Studies, Sustainability Studies, Conservation Biology, Ecology, and Wildlife Management. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment and promotion.

### Learning Outcome(s):

- Demonstrate social responsibility by using critical thinking skills.
- Demonstrate scientific literacy and ability to engage in scientific inquiry concerning environmental issues through the evaluation and analysis of scientific literature, and presentation of results in written and oral form.
- Evaluate environmental impact of personal decisions on the local, regional, national, and global environment.

## Requirements

### Required Core:

**Units: 21.0**

ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0
ENV 18	INTRODUCTION TO ECOLOGY	4.0
CHEM 3 *	FUNDAMENTAL CHEMISTRY	4.0
<i>Select one</i>		4.0
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		3.0
ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0

### Restricted Electives:

**Units: 9.0-12.0**

ENV 5	BIODIVERSITY CONSERVATION	3.0
ENV 6 *	SCARCITY AND ENVIRONMENT	3.0
ENV 16	ENVIRONMENTAL DISASTERS	3.0
ENV 23	ENVIRONMENTAL GEOLOGY	4.0
OR		
GEOL 23	ENVIRONMENTAL GEOLOGY	4.0
ENV 24	NATURAL HISTORY OF CALIFORNIA	4.0
ENV 25	ENVIRONMENTAL HAZARDS TO HEALTH	3.0
ENV 30	ALTERNATIVE ENERGY TECHNOLOGIES	3.0
ENV 37	ENVIRONMENTAL ETHICS	3.0
ENV 40	ENVIRONMENTAL LAW AND POLICY	3.0
ENV 105 *	ENVIRONMENTAL STUDIES INTERNSHIP	2.0
ENV 106	NATURAL RESOURCE CONSERVATION	3.0
ENV 123	WATER AND SOIL CONSERVATION	3.0

ENV 38	WATER QUALITY AND MONITORING	3.0
ENV 141	WATER RESOURCES AND MANAGEMENT	4.0
CWE 180	CO-OP-ED ENVIRONMENTAL MONITORING AND ASSESSMENT	1.0
OR		
CWE 180	CO-OP-ED ENVIRONMENTAL MONITORING AND ASSESSMENT	2.0
GEOG 110	INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)	2.0
OR		
GIS 110	INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)	2.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 30.0-33.0**

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

## ESTHETICIAN - A.S. Degree

**NOTE:** The credit Esthetician program is no longer accepting new students as of Summer 2023. Starting in Fall 2023, students will be accepted into the new, free non-credit esthetician program: [Esthetician Certificate of Completion Noncredit](#). For more information, contact the Economic Workforce Development division office at (949) 582-4773.

### Summary

The Esthetician Associate of Science degree consists of students' general education courses and 600-hours Esthetician coursework divided into two 300-hour courses designed to prepare the student for the California State Board Esthetician Examination for state licensure and success as an esthetician. Courses include both classroom instruction and laboratory practice. Successful completion of this program and passing of the California State Board Esthetician Examination allow the graduate esthetician to perform manual and electrical facials, microdermabrasion, eyebrow arching and hair removal (other than by electrolysis) on arms, face and legs, or become a make-up artist or skin care representative.

This program is offered on an open enrollment basis and a waiting list may be maintained for those students who desire to enroll. Transfer students will be accepted on a space-available basis providing they have not achieved more than 300 certified hours of training. Interested students should contact the Advanced Technology and Applied Science Division office.

Students must be a minimum of 16 years of age to enroll in the esthetician coursework. In accordance with the California State Board of Barbering and Cosmetology Business and Professions Code, the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, and (b) has completed the 10th grade in the public schools of this state or its equivalent.

### Learning Outcome(s):

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Respect the need to deliver worth service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.

- Perform basic manipulation skills in the areas of manual and electric facials, eyebrow shaping, skin treatments for normal, anti-aging and acne, and makeup for daily and formal events.
- Use basic analytical skills to determine proper chemicals and modalities to be used to treat the skin, including product knowledge to perform services on a diverse clientele, and understanding of color, contouring, and camouflage in makeup application for the client's overall health and image.
- Apply learned theory, technical information and related matter to assure sound judgments, decisions and procedures.

## Requirements

### Required Core:

**Units: 18.0**

COS 250A *	ESTHETICIAN LEVEL A	9.0
COS 250B *	ESTHETICIAN LEVEL B	9.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## ESTHETICIAN - Certificate of Achievement

**NOTE:** The credit Esthetician program is no longer accepting new students as of Summer 2023. Starting in Fall 2023, students will be accepted into the new, free non-credit esthetician program: [Esthetician Certificate of Completion Noncredit](#). For more information, contact the Economic Workforce Development division office at (949) 582-4773.

### Summary

The Esthetician Certificate of Achievement is a 600-hour program divided into two 300-hour courses designed to prepare the student for the California State Board Esthetician Examination for state licensure and success as an esthetician. Courses include both classroom instruction and laboratory practice. Successful completion of this program and passing of the California State Board Esthetician Examination allow the graduate esthetician to perform manual and electrical facials, microdermabrasion, eyebrow arching and hair removal (other than by electrolysis) on arms, face and legs, or become a make-up artist or skin care representative.

This program is offered on an open enrollment basis and a waiting list may be maintained for those students who desire to enroll. Transfer students will be accepted on a space-available basis providing they have not achieved more than 300 certified hours of training. Interested students should contact the Advanced Technology and Applied Science Division office.

Students must be a minimum of 16 years of age to enroll in the esthetician coursework. In accordance with the California State Board of Barbering and Cosmetology Business and Professions Code, the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, and (b) has completed the 10th grade in the public schools of this state or its equivalent.

### Learning Outcome(s):

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Respect the need to deliver worth service for value received in an employer-employee relationship.

- Practice effective communication skills, visual poise, and proper grooming.
- Perform basic manipulation skills in the areas of manual and electric facials, eyebrow shaping, skin treatments for normal, anti-aging and acne, and makeup for daily and formal events.
- Use basic analytical skills to determine proper chemicals and modalities to be used to treat the skin, including product knowledge to perform services on a diverse clientele, and understanding of color, contouring, and camouflage in makeup application for the client's overall health and image.
- Apply learned theory, technical information and related matter to assure sound judgments, decisions and procedures.

## Requirements

### Required Core:

**Units: 18.0**

COS 250A *	ESTHETICIAN LEVEL A	9.0
COS 250B *	ESTHETICIAN LEVEL B	9.0

**Total: 18.0**

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

## EVENT PLANNER - Occupational Skills Award

### Summary

The Event Planner Occupational Skills Award prepares the student with skills that are necessary to become a successful planner within the industry. The focus will be on details, vision, organization and the means to produce both big and small events. Event Planners may work on a freelance basis, for an event planning company and/or non-profit organization and for-profit corporations. Coursework covers planning and directing an event from start to finish. This will include: promotions, music, hospitality, merchandise and/or vendors, stage, rentals, culinary, lighting, selecting a venue, budget, and an internship in the field.

After completion of the skills award, students will be eligible for a position in the following areas: fashion event planner, assistant event planner, fashion show event planner, assistant event coordinator, and assistant event manager.

### Learning Outcome(s):

- Produce a special event which will include: selecting the venue, theme, stage, promotions, music, lighting, merchandise, hospitality and staying within a given budget.
- Create a professional portfolio depicting their produced event while highlighting all of the necessary skills to become a successful event planner. Skills include: budgeting, logistics, promotion, communication, scheduling, procurement and measuring the overall success of the event.
- Complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor.

## Requirements

### Required Core:

**Units: 14.0**

BUS 160	ENTREPRENEURSHIP	3.0
FASH 101	INTRODUCTION TO FASHION CAREERS	3.0
FASH 147	SPECIAL EVENTS COORDINATION AND PROMOTION	3.0
FASH 148	VISUAL MERCHANDISING	3.0
FASH 145 * §	INTERNSHIP	1.0
CWE 180 * †	CO-OP-ED FASHION	1.0

**Total: 14.0**

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

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180\*.



## FAMILY AND CONSUMER SCIENCES - A.S. Degree

### Summary

The Family and Consumer Sciences A.S. program is designed to develop the skills necessary for employment in the field of Home Economics and Human Sciences. These skills involve learning how to efficiently manage a household including safe and healthful food preparation, household and small business budgeting, as well as the basics in interior design, space planning and clothing construction and selection. Electives provide additional skills as selected in areas of fashion, sewing, weight management, and communication and relationship skills. Combined with courses such as business, journalism, television, or advertising, the Family and Consumer Sciences curriculum can also fulfill the vocational objectives of those who want to enhance their marketability in these other fields.

The FCS degree allows students employment in a variety of venues including but not limited to independent living services, youth programs, community organizations, after-school programs, nonmedical senior care centers, programs for older adults, and self-improvement programs. Specific job titles include community or social service specialist, customer service representative, social and human service assistant, public relations specialist, store manager, youth counselor, program coordinator, and marketing specialist. Additionally, this degree prepares students for transfer into Family and Consumer Sciences majors.

### Learning Outcome(s):

- Identify and analyze current research on a consumer science topic.
- Use the psychology of advertising and the marketplace and identify motivations and trends.
- Develop a personal and/or family budget.

### Requirements

#### Required Core:

**Units: 21.0**

FASH 31	TEXTILES	3.0
FASH 110 *	CONTEMPORARY CLOTHING CONSTRUCTION	3.0
FCS 115	CONSUMER ISSUES	3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
ID 121 *	SPACE PLANNING	3.0

#### Restricted Electives: Select one course

**Units: 3.0**

FASH 112 *	FASHION SEWING--ADVANCED	3.0
FASH 141	APPAREL SELECTION	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
FCS 142	LIFE MANAGEMENT	3.0
FN 64	NUTRITION ISSUES AND CONTROVERSIES	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 160	NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 24.0**

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

## FAMILY AND CONSUMER SCIENCES - Certificate of Achievement

### Summary

The Family and Consumer Sciences Certificate of Achievement program is designed to develop the skills necessary for gainful employment in the field of Home Economics and Human Sciences. These skills involve learning how to efficiently manage a household including safe and healthful food preparation, household and small business budgeting, as well as the basics in interior design, space planning and clothing construction and selection. Electives provide additional skills as selected in areas of fashion, sewing, weight management, and communication and relationship skills. Combined with courses such as business, journalism, television, or advertising, the Family and Consumer Sciences curriculum can also fulfill the vocational objectives of those who want to enhance their marketability in these other fields.

The FCS certificate allows students employment in a variety of venues including but not limited to independent living services, youth programs, community organizations, after-school programs, nonmedical senior care centers, programs for older adults, and self-improvement programs. Specific job titles include community or social service specialist, customer service representative, social and human service assistant, public relations specialist, store manager, youth counselor, program coordinator, and marketing specialist.

### Learning Outcome(s):

- Identify and analyze current research on a consumer science topic.
- Use the psychology of advertising and the marketplace and identify motivations and trends.
- Develop a personal and/or family budget.

### Requirements

#### Required Core:

**Units: 21.0**

FASH 31	TEXTILES	3.0
FASH 110 *	CONTEMPORARY CLOTHING CONSTRUCTION	3.0
FCS 115	CONSUMER ISSUES	3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
ID 121 *	SPACE PLANNING	3.0

#### Restricted Electives: Select one course

**Units: 3.0**

FASH 112 *	FASHION SEWING--ADVANCED	3.0
FASH 141	APPAREL SELECTION	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
FCS 142	LIFE MANAGEMENT	3.0
FN 64	NUTRITION ISSUES AND CONTROVERSIES	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 160	NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS	3.0

**Total: 24.0**

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

## FASHION DESIGN - A.S. Degree

### Summary

The Fashion Design Associate of Science degree provides students with the comprehensive academic foundation necessary to pursue a career in fashion design. Coursework provides opportunities for students to develop skills in industrial sewing and garment construction, pattern making, draping, fashion illustration, product development, elements of design, fashion history, textiles, CAD design, and careers within the apparel and textile industry. Students who complete this program will be prepared for entry-level positions in fashion design. Possible occupations include: Assistant Fashion Designer, Design Room Assistant, Sewing Machine Operator, Tailor, Dressmaker, Custom Sewer, and Fabric and Apparel Patternmaker.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their skills. This will increase job opportunities in the field as well as promotion for those already employed.

### Requirements

#### Required Core:

**Units:** 36.0-37.0

FASH 31	TEXTILES	3.0
FASH 101	INTRODUCTION TO FASHION CAREERS	3.0
FASH 111 *	SEWING FOR FASHION DESIGN II	3.0
<i>Select one</i>		3.0
FASH 112 *	FASHION SEWING--ADVANCED	3.0
OR		
FASH 124 *	WEARABLE ART	3.0
OR		
FASH 211 *	ADVANCED DRESSMAKING AND CUSTOM SEWING	3.0
FASH 130 *	FLAT PATTERN DESIGN	4.0
FASH 132 *	DRAPING FASHION DESIGNS	3.0
FASH 141	APPAREL SELECTION	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
<i>Select both</i>		2.0
FASH 145 * §	INTERNSHIP	1.0
AND		
CWE 180 * †	CO-OP-ED FASHION	1.0
FASH 150	FASHION APPAREL AND PROFESSIONAL TECHNIQUES	3.0
FASH 154	FASHION ILLUSTRATION	3.0
<i>Select one</i>		1.0-2.0
FASH 207	ECO-FRIENDLY FASHION TOUR	1.0
OR		
FASH 218	NEW YORK STUDY TOUR	2.0
OR		
FASH 247	SPECIAL EVENTS PARTICIPATION	1.0
OR		
FASH 254	FASHION IN SOUTHERN CALIFORNIA	1.0

<i>Select FASH 155 or FASH 204 and FASH 225</i>		2.0
FASH 155 * «	THE DIGITAL FASHION IMAGE	2.0
OR		
FASH 204 «	UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION	1.0
AND		
FASH 225 «	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 36.0-37.0**

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

« Take FASH 155 OR both FASH 204 and FASH 225.

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180.

## FASHION DESIGN - Certificate of Achievement

### Summary

The Fashion Design certificate provides students with the comprehensive academic foundation necessary to pursue a career in fashion design. Coursework provides opportunities for students to develop skills in industrial sewing and garment construction, pattern making, draping, fashion illustration, product development, elements of design, fashion history, textiles, CAD design, and careers within the apparel and textile industry. All Fashion Design students are required to complete an industry internship, create an industry resume/portfolio and tour major fashion companies in the southern California area. Additionally, all students will have the opportunity to participate and show their work in the annual fashion show. This certificate is designed for students looking to obtain the necessary skills for immediate entry into the workforce in the area of fashion design. Possible occupations include: Assistant Fashion Designer, Design Room Assistant, Sewing Machine Operator, Tailor, Dressmaker, Custom Sewer, and Fabric and Apparel Patternmakers. Also, this certificate provides the foundation for the Advanced Fashion Design and Apparel Manufacturing certificate.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their skills. This will increase job opportunities in the field as well as promotion for those already employed.

### Requirements

**Required Core:**

**Units: 36.0-37.0**

FASH 31	TEXTILES	3.0
FASH 101	INTRODUCTION TO FASHION CAREERS	3.0
FASH 111 *	SEWING FOR FASHION DESIGN II	3.0
<i>Select one</i>		3.0
FASH 112 *	FASHION SEWING--ADVANCED	3.0
OR		
FASH 124 *	WEARABLE ART	3.0
OR		
FASH 211 *	ADVANCED DRESSMAKING AND CUSTOM SEWING	3.0
FASH 130 *	FLAT PATTERN DESIGN	4.0
FASH 132 *	DRAPING FASHION DESIGNS	3.0
FASH 141	APPAREL SELECTION	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
<i>Select both</i>		2.0
FASH 145 * §	INTERNSHIP	1.0
AND		
CWE 180 * †	CO-OP-ED FASHION	1.0
FASH 150	FASHION APPAREL AND PROFESSIONAL TECHNIQUES	3.0
FASH 154	FASHION ILLUSTRATION	3.0
<i>Select one</i>		1.0-2.0
FASH 207	ECO-FRIENDLY FASHION TOUR	1.0
OR		
FASH 218	NEW YORK STUDY TOUR	2.0
OR		
FASH 247	SPECIAL EVENTS PARTICIPATION	1.0
OR		
FASH 254	FASHION IN SOUTHERN CALIFORNIA	1.0
<i>Select FASH 155 or FASH 204 and FASH 225</i>		2.0
FASH 155 * «	THE DIGITAL FASHION IMAGE	2.0
OR		
FASH 204 «	UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION	1.0
AND		
FASH 225 «	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0

**Total: 36.0-37.0**

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

« Take FASH 155 OR both FASH 204 and FASH 225.

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180.

## FASHION DISPLAY AND PRESENTATION - A.S. Degree

### Summary

The Fashion Display and Presentation degree provides the student with a comprehensive academic foundation to pursue multiple fashion display careers within the field of merchandising and marketing. Students will have opportunities to develop skills in product knowledge, color theory, fashion sketching, store planning and layout, stage set design and construction, careers within the industry, and history of fashion trends. Students that complete this program will be prepared for entry level positions in brick and mortar retail and/or e-commerce. Occupations such as: visual merchandiser, visual stylist, display assistant, display coordinator, retail management, customer service

associate, and freelance display artist. This Associate of Science degree prepares students for transfer to 4-year universities, majoring in Fashion Merchandising or Fashion Design. Similar transfer majors include: Apparel Management, Apparel Merchandising and Fashion Retailing.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their visual display and presentation skills.
- Demonstrate and understand skills needed to create and construct 3-dimensional window displays and/or 3-dimensional visual stage sets showcasing continuity of theme, layout, signage, merchandise, and lighting presentation.
- Demonstrate and understand skills needed to execute editorial or lifestyle photo shoots for publications in print or e-commerce.

## Requirements

### Required Core:

**Units: 21.0**

FASH 31	TEXTILES	3.0
FASH 101	INTRODUCTION TO FASHION CAREERS	3.0
FASH 140	FASHION IMAGE	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
FASH 147	SPECIAL EVENTS COORDINATION AND PROMOTION	3.0
FASH 148	VISUAL MERCHANDISING	3.0
FASH 154	FASHION ILLUSTRATION	3.0

### Restricted Electives:

**Units: 1.5-3.0**

ARTH 100	ART GALLERY DISPLAY AND EXHIBITION	3.0
<i>Select both if either course is chosen</i>		2.0
CWE 180 * †	CO-OP-ED FASHION	1.0
AND		
FASH 145 * §	INTERNSHIP	1.0
FASH 155 *	THE DIGITAL FASHION IMAGE	2.0
FASH 250	FASHION TREND FORECASTING	1.5
ID 114	APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN	3.0
ID 115 *	CAD FOR INTERIOR DESIGN	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 22.5-24.0**

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

† Recommended to be taken in the last semester of the program.

§ Must be taken concurrently with CWE 180.

## FASHION MERCHANDISING - A.S. Degree

## Summary

The Fashion Merchandising Associate of Science degree provides the student with a comprehensive academic foundation to pursue multiple fashion industry careers within the field of merchandising, marketing and management. Students will have opportunities to develop skills in Adobe suite, history of fashion trends, store planning and layout, event coordination, buying, selling and promoting goods, social media and e-commerce marketing. Students who complete this program will be prepared for entry level occupations such as: assistant buyer, visual merchandiser, fashion stylist, assistant merchandiser, boutique owner, retail manager, sales representative, event planner, personal shopper, and public relations assistant.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their skills. This will increase job opportunities in the field as well as promotion for those already employed.

## Requirements

### Required Core:

**Units: 30.0**

FASH 31	TEXTILES	3.0
FASH 101	INTRODUCTION TO FASHION CAREERS	3.0
FASH 143	FASHION BUYING AND MERCHANDISING	3.0
<i>Select one</i>		3.0
FASH 140	FASHION IMAGE	3.0
OR		
FASH 141	APPAREL SELECTION	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
FASH 147	SPECIAL EVENTS COORDINATION AND PROMOTION	3.0
FASH 148	VISUAL MERCHANDISING	3.0
FASH 150	FASHION APPAREL AND PROFESSIONAL TECHNIQUES	3.0
FASH 154	FASHION ILLUSTRATION	3.0
FASH 254	FASHION IN SOUTHERN CALIFORNIA	1.0
<i>Select both</i>		2.0
FASH 145 * §	INTERNSHIP	1.0
AND		
CWE 180 * †	CO-OP-ED FASHION	1.0

### Restricted Electives: Select one course from each group

**Units: 8.0**

<i>Group 1</i>		3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 109	E-COMMERCE MARKETING	3.0
BUS 160	ENTREPRENEURSHIP	3.0
<i>Group 2 - Select FASH 155 or FASH 204 and FASH 225</i>		2.0
FASH 155 * «	THE DIGITAL FASHION IMAGE	2.0
OR		
FASH 204 «	UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION	1.0



AND		
FASH 225 ‹	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0

<i>Group 3</i>		3.0
FASH 100	SEWING FOR FASHION DESIGN I	3.0
FASH 110 *	CONTEMPORARY CLOTHING CONSTRUCTION	3.0

Suggested coursework not required for the major: BUS 103, 125, 135, 138, 150; CIMA 104; FCS 115; GD 140 /ART 140, GD 147.

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 38.0**

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

‹ Take FASH 155 OR both FASH 204 and FASH 225.

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180.

## FASHION MERCHANDISING - Certificate of Achievement

### Summary

The Fashion Merchandising Certificate of Achievement provides the student with a comprehensive academic foundation to pursue multiple fashion industry careers within the field of merchandising, marketing and management. Students will have opportunities to develop skills in Adobe suite, history of fashion trends, store planning and layout, event coordination, buying, selling and promoting goods, social media and e-commerce marketing. Students who complete this program will be prepared for entry level occupations such as: assistant buyer, visual merchandiser, fashion stylist, assistant merchandiser, boutique owner, retail manager, sales representative, event planner, personal shopper, and public relations assistant.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their skills. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their skills. This will increase job opportunities in the field as well as promotion for those already employed.

### Requirements

**Required Core:**

**Units: 30.0**

FASH 31	TEXTILES	3.0
FASH 101	INTRODUCTION TO FASHION CAREERS	3.0
FASH 143	FASHION BUYING AND MERCHANDISING	3.0
<i>Select one</i>		3.0
FASH 140	FASHION IMAGE	3.0
OR		
FASH 141	APPAREL SELECTION	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
FASH 147	SPECIAL EVENTS COORDINATION AND PROMOTION	3.0
FASH 148	VISUAL MERCHANDISING	3.0
FASH 150	FASHION APPAREL AND PROFESSIONAL TECHNIQUES	3.0
FASH 154	FASHION ILLUSTRATION	3.0
FASH 254	FASHION IN SOUTHERN CALIFORNIA	1.0
<i>Select both</i>		2.0
FASH 145 * §	INTERNSHIP	1.0
AND		
CWE 180 * †	CO-OP-ED FASHION	1.0

**Restricted Electives: Select one course from each group****Units: 8.0**

<i>Group 1</i>		3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 109	E-COMMERCE MARKETING	3.0
BUS 160	ENTREPRENEURSHIP	3.0
<i>Group 2 - Select FASH 155 or FASH 204 and FASH 225</i>		2.0
FASH 155 * «	THE DIGITAL FASHION IMAGE	2.0
OR		
FASH 204 «	UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION	1.0
AND		
FASH 225 «	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0
<i>Group 3</i>		3.0
FASH 100	SEWING FOR FASHION DESIGN I	3.0
FASH 110 *	CONTEMPORARY CLOTHING CONSTRUCTION	3.0

**Total: 38.0**

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

« Take FASH 155 OR both FASH 204 and FASH 225.

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180.

**FASHION STYLIST - Occupational Skills Award****Summary**

The Fashion Stylist Occupational Skills Award prepares the student with skills that are necessary to develop knowledge of fabrics, fit and trends to create a look that a client will display to the world. The student will use art, science, and psychology of dress to enhance their subjects and project an image. Coursework covers color, line, texture, principles of design, clothing quality and care, wardrobe planning and purchasing, dress codes, body types, face shapes, hair styles, and an internship in the field.

After completion of the skills award, students will be eligible for the following positions: Image consultant, assistant celebrity stylist, wardrobe stylist, personal shopper, editorial and lifestyle for print stylist, digital stylist, and runway stylist.

### Learning Outcome(s):

- Produce a professional working wardrobe for a client by selecting garments and outfits that compliments their body type, clothing personality, color season, and face shape which will enhance the client's overall image.
- Create a professional portfolio depicting their completed working wardrobes for various clients. Skills include: determining clothing personalities, color seasons, budgeting, fit, proportion, knowledge of current brands and designers and understanding design elements and principles of clothing.
- Complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor.

## Requirements

### Required Core:

**Units: 14.0**

BUS 160	ENTREPRENEURSHIP	3.0
FASH 140	FASHION IMAGE	3.0
FASH 147	SPECIAL EVENTS COORDINATION AND PROMOTION	3.0
FASH 141	APPAREL SELECTION	3.0
FASH 145 * §	INTERNSHIP	1.0
CWE 180 * †	CO-OP-ED FASHION	1.0

**Total: 14.0**

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

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180\*.

## FASHION TECHNOLOGY - Occupational Skills Award

### Summary

The Fashion Technology Occupational Skills Award prepares students with skills and experience in the latest fashion technologies. Students will gain competencies in the following areas: Tukatech CAD pattern making and grading, digital illustration with programs such as Adobe Illustrator and Photoshop and online retail platforms such as Shopify and Apparel Cart, creation of specification sheets with Excel and Illustrator, and professional certification in Apparel Information Management Systems (AIMS). This award is focused both on students entering into the fashion industry for the first time and students who are already fashion professionals who need to upgrade skills for career advancement and retention. Upon completion of this skills award students may acquire positions as: assistant designers, technical designers, textile surface designers, fashion web store designers, fashion entrepreneurs, product developers, apparel information managers, pattern makers, pattern graders, pattern marker makers, fashion CAD designers, fashion buyers, technology trainers for the fashion industry, and fashion merchandisers.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their skills related to fashion technology. This portfolio will increase job opportunities in the field as well as promotion for those already employed.
- Successfully complete an industry internship including the completion of three individual goals/objectives as determined by themselves and an industry supervisor. Internships give students work experience desirable in job applicants.
- Create a professional resume showcasing their skills related to fashion technology. This will increase job opportunities in the field as well as promotion for those already employed.

## Requirements

### Required Core:

**Units: 14.0**

FASH 130 *	FLAT PATTERN DESIGN	4.0
FASH 131 *	CAD PATTERNMAKING WITH TUKATECH	3.0
FASH 204	UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION	1.0
FASH 225	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0
FASH 155 *	THE DIGITAL FASHION IMAGE	2.0
<i>Select one</i>		1.0
FASH 254	FASHION IN SOUTHERN CALIFORNIA	1.0
OR		
FASH 207	ECO-FRIENDLY FASHION TOUR	1.0
<i>Select both</i>		2.0
FASH 145 * §	INTERNSHIP	1.0
AND		
CWE 180 * †	CO-OP-ED FASHION	1.0

**Total: 14.0**

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

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180\*.

## FILM, TELEVISION, AND ELECTRONIC MEDIA - AS-T Degree

### Summary

The Associate in Science in Film, Television, and Electronic Media for Transfer Degree offered by the Cinema-Television-Radio Department provides students with the knowledge, skills, and hands-on experience needed for transfer preparation. The program introduces students to various types of media production including film, television, audio, and video editing as well as media studies. The coursework lays the foundation for students who intend to transfer into CSU majors, such as Cinema and Television Arts, Film and Electronic Arts, or Film and Media Studies. The potential careers students may enter upon completion of the program include film/TV producing, directing, cinematography, video editing, sound design, visual effects, production design, and radio announcing.

Students who complete the AS-T Degree program will receive priority admission to the California State University system, though admission to a specific campus is not guaranteed.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Apply skills and knowledge required to be successful in media production.
- Produce a demo reel which can showcase their skills and knowledge.
- Describe the technical, cultural and economic history and trends of radio, television or film.
- Demonstrate readiness to further their education and transfer to a four-year institution.

### Requirements

**Required Core: Select two**

**Units: 6.0**

<i>Select one</i>		3.0
CTVR 1	MASS MEDIA AND SOCIETY	3.0
OR		
JRN 1	MASS MEDIA AND SOCIETY	3.0
CTVR 4	CINEMATIC STORYTELLING	3.0
CTVR 40	TELEVISION AND FILM SCRIPTWRITING I	3.0

**List A: Select one course from each area****Units: 6.0**

<i>Area 1: Audio</i>		
CTVR 110	AUDIO PRODUCTION	3.0
CTVR 111 *	AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM	3.0
CTVR 113 *	RADIO BROADCASTING	3.0
<i>Area 2: Video or Film Production</i>		
CTVR 31 *	FILM PRODUCTION I	3.0
CTVR 124 *	TELEVISION PRODUCTION I	3.0
CTVR 101	VIDEO PRODUCTION BASICS	3.0

**List B: Select one or any course not already used above****Units: 3.0**

CTVR 2	HISTORY AND APPRECIATION OF TELEVISION BROADCASTING	3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0
CTVR 100	INTRODUCTION TO CINEMA, TELEVISION, AND RADIO	3.0

**List C: Select one or any course not already used above****Units: 3.0**

CTVR 32 *	FILM PRODUCTION II	3.0
CTVR 42 *	TELEVISION AND FILM DIRECTING	3.0
CTVR 104	COLD READING AND INTERVIEW TECHNIQUES	3.0
CTVR 125 *	TELEVISION PRODUCTION II	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 140 *	TELEVISION AND FILM SCRIPTWRITING II	3.0
CTVR 151	NON-LINEAR EDITING I	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0

**Total: 18.0**

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

## FOODS - A.S. Degree

### Summary

The Foods Associate of Science program is designed to train students for career applications in the food and hospitality industries such as cooks and food service workers in specialty restaurant operations, food and beverage service, fast foods operations, and food service in schools, day-care centers, and senior living facilities. The program also offers coursework for professional improvement. Upon completion students achieve competencies in a variety of cooking methods, professionalism, sanitation and various cuisines.

### Learning Outcome(s):

- Complete an assessment of an individual nutritional status.
- Identify and analyze current research on a foods & nutrition topic.
- Identify and demonstrate an awareness and appreciation for nutrition habits impact on well-being.
- Demonstrate competence in food production.

## Requirements

### Required Core:

**Units:** 18.0-20.0

<i>Select one</i>		0.0-2.0
FN 171 *	SANITATION AND SAFETY	2.0
OR		
FN 210 *	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 241 *	CULINARY PRINCIPLES II	3.0
FN 244 *	BAKING FUNDAMENTALS I	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0-20.0**

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

\* Students with valid California ServSafe Certification may have this core requirement waived.

## Foods - Certificate of Achievement

### Summary

The Foods Certificate of Achievement program is designed to train students for career applications in the food and hospitality industries in entry level positions with food companies such as cooks and food service workers in specialty restaurant operations, food and beverage service, fast foods operations, and food service in schools, day-care centers, and senior living facilities. The program offers coursework for professional improvement. Students will be provided with the essential skills of sanitation, foundational cooking and baking, operations, and production in order to reach their career goals and to be competitive in the global marketplace.

### Learning Outcome(s):

- Complete an assessment of an individual nutritional status.
- Identify and analyze current research on a foods and nutrition topic.
- Identify and demonstrate an awareness and appreciation for nutrition habits impact on well-being.
- Demonstrate competence in food production.

## Requirements

### Required Core:

**Units:** 18.0-20.0

<i>Select one</i>		0.0-2.0
FN 171 **	SANITATION AND SAFETY	2.0
OR		
FN 210 **	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 246 *	INTRODUCTION TO CULINARY ARTS	3.0
FN 120 *	SUSTAINABLE MEALS	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 241 *	CULINARY PRINCIPLES II	3.0
FN 244 *	BAKING FUNDAMENTALS I	3.0

**Total: 18.0-20.0**

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

\*\* Students with valid California ServSafe Certification may have this core requirement waived.

## FRENCH - A.A. Degree

### Summary

The curriculum in the French program is designed to provide the student the opportunity to achieve an Associate of Arts in French degree by providing the necessary breadth in the field. Students who complete the Associate of Arts Degree of French will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

A French degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the French program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in French degree.

### Learning Outcome(s):

- Accurately interpret written sections in French.
- Accurately interpret spoken language in French.
- Demonstrate proficient conversational skills in French.
- Demonstrate knowledge of the history, politics, literature, culture and arts of French speaking countries as well as people who speak French.

### Requirements

#### Required Core:

**Units: 23.0**

FR 1 *	ELEMENTARY FRENCH	5.0
FR 2 *	ELEMENTARY FRENCH	5.0
FR 3 *	INTERMEDIATE FRENCH	5.0
FR 4 *	INTERMEDIATE FRENCH	5.0
FR 21 *	INTRODUCTION TO FRENCH CULTURE	3.0

### Associate of Arts Degree



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

### General Education Requirements for Associate Degree

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## GENDER AND SEXUALITY STUDIES - A.A. Degree

### Summary

The curriculum in the Gender and Sexuality Studies Associate of Arts program is designed to provide the transfer student with a critical understanding of how gender and sexuality as socially constructed forms of identity rooted in belief structures, historical processes, political systems and social and economic institutions interact with other systems of inequality and privilege such as race, class, ethnicity, nationality, religion, and ability to shape the lives of women and men in the United States and around the world. It offers the opportunity to achieve an Associate in Arts (AA) degree in Gender and Sexuality Studies by providing the necessary breadth in the field, an introduction to the methods used in the study of gender and sexuality, and the ability to complete both major preparatory coursework along with courses required for general education. While a baccalaureate or higher degree is recommended for those considering this major, earning an Associate degree may support entry-level positions as a staff member in human services departments, advocate for victims of domestic violence and hate crimes; and a staff member in a women's health clinic, social service agency, or human rights organization.

### Learning Outcome(s):

- Explain how gender and sexuality are socially or culturally constructed identities.
- Discuss how gender and sexuality intersect with other structures of power and privilege to shape individuals' lives.
- Articulate an interdisciplinary understanding of gender and gender dynamics.
- Explain diversity and difference in human experience based on gender, race, class, sexual orientation, nationality, religion, and ability.
- Describe key theories and concepts in the fields of women's, gender, and sexuality studies.
- Analyze social problems as they relate to gender and sexuality.
- Describe work as a gendered process and detail changes in women's paid and unpaid labor in the U.S. and globally.

### Requirements

<b>Required Core:</b>	<b>Units: 6.0</b>
<i>Select one</i>	3.0
GSS 10      INTRODUCTION TO WOMEN'S STUDIES	3.0
OR	
GSS 10H      HONORS INTRO TO WOMEN'S STUDIES	3.0
GSS 15      INTRODUCTION TO QUEER STUDIES	3.0
<b>Restricted Electives: Select four courses</b>	<b>Units: 12.0</b>
GSS 31      GENDER AND POPULAR CULTURE	3.0

GSS 11H	HONORS INTRODUCTION TO FEMINIST THEORY	3.0
ANTH 21	WOMEN, GENDER, AND CULTURE - CROSS-CULTURAL PERSPECTIVES	3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION	3.0
HIST 21	WOMEN IN UNITED STATES HISTORY - A MULTICULTURAL PERSPECTIVE	3.0
HLTH 3	WOMEN'S HEALTH ISSUES	3.0
PSYC 21	THE PSYCHOLOGY OF WOMEN	3.0
SOC 21	WOMEN IN CONTEMPORARY SOCIETY	3.0
COMM 8	GENDER COMMUNICATION	3.0
GSS 120	WOMEN AND CAREERS	3.0
GSS 60	GENDER, RACE, SEXUALITY AND THE LAW	3.0
OR		
PS 60	GENDER, RACE, SEXUALITY AND THE LAW	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

## GENERAL AUTOMOTIVE TECHNICIAN - A.S. Degree

### Summary

The General Automotive Technician Associate of Science degree provides students with knowledge of all operating systems in the modern automobile. A student that completes this degree will have a broad knowledge base to prepare them for a career in the automotive industry as an Automotive Engine Mechanical Technician (Heavy Line Technician), Automotive Engine Performance Diagnostics Technician, Automotive Suspension Technician, Automotive Alignment Technician, Automotive Brake Technician, or General Automotive Technician. Ideal for the small business owner, independent shop, or the dealership career-oriented technician. Graduates of the General Automotive Technician program will be qualified to take the related National Institute for Automotive Service Excellence (ASE) certification exams A1, A3, A4, A5 and A8.

### Learning Outcome(s):

- Demonstrate skills for employment in the automotive industry.
- Demonstrate auto industry specific skills.
- Demonstrate skills in automotive diagnosis, maintenance, and repair
- Demonstrate preparation for related Automotive Service Excellence (ASE) certification exams.

### Requirements

#### Required Core:

**Units: 34.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0

AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 104A *	AUTOMOTIVE ENGINES	5.0
AUTO 104B *	AUTOMOTIVE ENGINES	5.0
AUTO 105 *	AUTOMOTIVE POWER TRAIN	3.0
AUTO 106A *	AUTOMOTIVE SUSPENSION AND ALIGNMENT	3.0
AUTO 106B *	AUTOMOTIVE BRAKE SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0

**Restricted Electives:****Units: 0.5-5.0**

AUTO 107 *	AUTOMATIC TRANSMISSION	3.0
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 200 *	ENHANCED AREA CLEAN AIR CAR COURSE	1.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 202 *	ADVANCED ENGINE PERFORMANCE DIAGNOSIS	3.0
AUTO 205 *	ADVANCED SMOG UPDATE TRAINING	0.5
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
AUTO 235 *	BASIC AUTOMOTIVE TIRE SERVICE (ATS) & TPMS MONITORING	2.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 34.5-39.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

**GENERAL AUTOMOTIVE TECHNICIAN - Certificate of Achievement****Summary**

The General Automotive Technician Certificate of Achievement provides students with knowledge of all operating systems in the modern automobile. A student that completes this certificate will have a broad knowledge base to prepare them for a career in the automotive industry as an Automotive Engine Mechanical Technician (Heavy Line Technician), Automotive Engine Performance Diagnostics Technician, Automotive Suspension Technician, Automotive Alignment Technician, Automotive Brake Technician, or General Automotive Technician. Ideal for the small business owner, independent shop, or the dealership career-oriented technician. Graduates of the General Automotive Technician program will be qualified to take the related National Institute for Automotive Service Excellence (ASE) certification exams A1, A3, A4, A5 and A8.

**Learning Outcome(s):**

- Demonstrate skills for employment in the automotive industry.
- Demonstrate auto industry specific skills.
- Demonstrate skills in automotive diagnosis, maintenance, and repair
- Demonstrate preparation for related Automotive Service Excellence (ASE) certification exams.

**Requirements****Required Core:****Units: 34.0**

AUTO 100	AUTOMOTIVE FUNDAMENTALS	3.0
AUTO 101 *	AUTOMOTIVE ELECTRICAL SYSTEMS	3.0
AUTO 102 *	AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION	3.0
AUTO 103 *	AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS	3.0
AUTO 104A *	AUTOMOTIVE ENGINES	5.0
AUTO 104B *	AUTOMOTIVE ENGINES	5.0
AUTO 105 *	AUTOMOTIVE POWER TRAIN	3.0
AUTO 106A *	AUTOMOTIVE SUSPENSION AND ALIGNMENT	3.0
AUTO 106B *	AUTOMOTIVE BRAKE SYSTEMS	3.0
AUTO 207 *	AUTOMOTIVE ENGINEERING FUNDAMENTALS	3.0

**Restricted Electives:****Units: 0.5-5.0**

AUTO 107 *	AUTOMATIC TRANSMISSION	3.0
AUTO 108 *	AUTOMOTIVE AIR CONDITIONING	3.0
AUTO 109 *	CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE	5.0
AUTO 200 *	ENHANCED AREA CLEAN AIR CAR COURSE	1.0
AUTO 201 *	ADVANCED AUTOMOTIVE ELECTRICAL	3.0
AUTO 202 *	ADVANCED ENGINE PERFORMANCE DIAGNOSIS	3.0
AUTO 205 *	ADVANCED SMOG UPDATE TRAINING	0.5
AUTO 220 *	ALTERNATIVE PROPULSION SYSTEMS	3.0
AUTO 226 *	AUTOMOTIVE SERVICE CONSULTANT	2.0
AUTO 227 *	AUTOMOTIVE SERVICE MANAGEMENT	3.0
AUTO 229 *	DIESEL TECHNOLOGY	3.0
AUTO 231 *	HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY	3.0
AUTO 232 *	DIESEL SYSTEMS TECHNOLOGY	3.0
AUTO 235 *	BASIC AUTOMOTIVE TIRE SERVICE (ATS) & TPMS MONITORING	2.0
CWE 180 †	CO-OP-ED-AUTO	1.0

**Total: 34.5-39.0**

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

† CWE 180 should be taken after completing at least 9 units in the program.

**GENERAL BUSINESS - Certificate of Achievement****Summary**

The General Business Skills low-unit certificate prepares students for entry-level positions for many industries. Students learn how businesses operate, under what influences, with what stakeholders. They learn to communicate clearly on business matters, and they develop an understanding of human relations in the workplace. Completion of this low-unit certificate with the BUS13 elective option provides students with the three core courses required of most of the Business Certificates of Achievement. Entry level positions that need the skills learned by students who complete this lowunit certificate include entry level office clerks, accounting assistants, production assistants, office assistants, recreation assistants, audio and video equipment assistants, billing and posting clerks, and many others across a wide range of industries.

**Learning Outcome(s):**

- Effectively and appropriately apply principles, planning, organization, and styles to written and oral business communications, including proper consideration of ethical, cultural, gender, and other aspects of the communication.
- Create appropriate written business documents, such as letters, memorandums, reports, proposals, requests for proposals (RFPs), instructions, employment-related documents, as well as email and other online written business communications. Use correct grammar, style, and format.
- Apply familiarity with the functions of business including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate, to business communications.
- Behave in a professional manner appropriate to organizational expectations, including getting along well with others, exercise of initiative and self-direction and observation of laws, rules, and ethical practices.
- Apply analytical and organizational skills, including the ability to exercise judgment, manage finances and solve workplace problems, as well as ability manage time and prioritize tasks.
- Propose effective solutions to common human relations problems in an organization.

**Requirements****Required Core:****Units:** 13.0-14.0

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0

**Restricted Electives:****Units:** 3.0

BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 16	PERSONAL LAW, STREET LAW	3.0
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 120	BUSINESS MANAGEMENT	3.0
BUS 135	MARKETING	3.0
BUS 150	INTERNATIONAL BUSINESS	3.0
BUS 160	ENTREPRENEURSHIP	3.0
CIM 112	MICROSOFT OFFICE	3.0
CIMA 102	WORD PROCESSING - WORD	3.0

CIMA 104	SPREADSHEETS - EXCEL	3.0
CIMA 108	BUSINESS PRESENTATIONS - POWERPOINT	3.0

**Total: 16.0-17.0**

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

## GENERAL ELECTRONIC TECHNOLOGY - A.S. Degree

### Summary

The General Electronic Technology Associate of Science degree program primarily prepares the student for entry-level employment as an electronic technician in companies involved in the manufacture, testing, troubleshooting, and repair of electronics hardware. The program covers the fundamentals of electronics, including electronic components, circuits, test equipment, testing, and troubleshooting, with flexibility for the student to take some elective courses of personal interest. The degree also provides skill updating and upgrading for persons already employed in the electronics industry or related fields. Possible careers for electronic technicians with this degree include field service technician, medical equipment technician, test and calibration technician, and electronics sales.

### Learning Outcome(s):

- Identify, describe, and determine the performance of common analog and digital electronic components.
- Draw, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of and connections to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- State and demonstrate troubleshooting skills and procedures for analog and digital electronics.

### Requirements

<b>Required Core:</b>		<b>Units: 12.0</b>
ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 133	DC AND AC FUNDAMENTALS	4.0
ET 135 *	SEMICONDUCTOR DEVICES AND CIRCUITS	4.0

<b>Restricted Electives:</b>		<b>Units: 6.0-8.0</b>
ET 118 *	ELECTRONIC COMMUNICATION SYSTEMS	4.0
ET 200 *	DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS	4.0
ET 201	ROBOTICS FUNDAMENTALS	2.0
ET 202 *	INTERMEDIATE ROBOTICS	2.0
ET 250 *	MOTORS AND CONTROLS AND PROGRAMMABLE LOGIC CONTROLLERS	4.0
CWE 180	CO-OP-ED ELECTRONIC TECHNOLOGY	1.0
CWE 180	CO-OP-ED ELECTRONIC TECHNOLOGY	2.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0-20.0**

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

## GENERAL ELECTRONIC TECHNOLOGY - Certificate of Achievement

### Summary

The General Electronic Technology certificate program primarily prepares the student for entry-level employment as an electronic technician in companies involved in the manufacture, testing, troubleshooting, and repair of electronics hardware. The program covers the fundamentals of electronics, including electronic components, circuits, test equipment, testing, and troubleshooting, with flexibility for the student to take some elective courses of personal interest. The certificate also provides skill updating and upgrading for persons already employed in the electronics industry or related fields. Possible careers for electronic technicians with this certificate include field service technician, medical equipment technician, test and calibration technician, and electronics sales.

### Learning Outcome(s):

- Identify, describe, and determine the performance of common analog and digital electronic components.
- Draw, describe, and determine the performance of common analog and digital electronic circuits.
- Demonstrate proper use of and connections to common laboratory test equipment for measuring the performance of common analog and digital circuits.
- State and demonstrate troubleshooting skills and procedures for analog and digital electronics.

### Requirements

<b>Required Core:</b>		<b>Units: 12.0</b>
ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 133	DC AND AC FUNDAMENTALS	4.0
ET 135 *	SEMICONDUCTOR DEVICES AND CIRCUITS	4.0

<b>Restricted Electives:</b>		<b>Units: 6.0-8.0</b>
ET 118 *	ELECTRONIC COMMUNICATION SYSTEMS	4.0
ET 200 *	DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS	4.0
ET 201	ROBOTICS FUNDAMENTALS	2.0
ET 202 *	INTERMEDIATE ROBOTICS	2.0
ET 250 *	MOTORS AND CONTROLS AND PROGRAMMABLE LOGIC CONTROLLERS	4.0
CWE 180	CO-OP-ED ELECTRONIC TECHNOLOGY	1.0
CWE 180	CO-OP-ED ELECTRONIC TECHNOLOGY	2.0

**Total: 18.0-20.0**

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

## GENERAL HORTICULTURE - Occupational Skills Award

### Summary

The General Horticulture Occupational Skills Award encourages students to master skills required to propagate and maintain healthy plants, including the use of soils and fertilizers.

### Requirements

<b>Required Core:</b>		<b>Units: 10.0</b>
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0
HORT 112	PLANT PROPAGATION	3.0



HORT 113 SOILS AND FERTILIZERS

3.0

**Total: 10.0**

## GENERAL LANDSCAPE DESIGN - Occupational Skills Award

### Summary

The General Landscape Design Occupational Skills Award encourages students to acquire a comprehensive overview of drawing, design, and construction materials used by landscape designers. Students completing our program will exhibit competency in hand drafting techniques, the ability to express landscape concepts with plant materials, and hardscape construction principles. The skills acquired will also enhance the ability of students to provide landscaping assistance to customers of retail and wholesale nurseries as well as residential landscape design industries.

### Learning Outcome(s):

- Demonstrate fundamental skills in the process and techniques of landscape design.
- Demonstrate an understanding of hardscape construction materials and construction processes.
- Demonstrate the skills necessary for employment in the field of residential landscape design and construction.

### Requirements

#### Required Core:

**Units: 9.0**

HORT 7	INTRODUCTION TO LANDSCAPE DESIGN	3.0
HORT 109	INTRODUCTION TO PLANTING DESIGN	3.0
HORT 130	HARDSCAPE AND CONSTRUCTION MATERIALS FUNDAMENTALS	3.0

**Total: 9.0**

## GENERAL STUDIES - ARTS & HUMANITIES - A.A. Degree

### Summary

The General Studies Associate Degree with an area of emphasis in the Arts & Humanities provides an opportunity for students to design a program of study meaningful and appropriate to their own needs and academic interests. This degree, which is multidisciplinary in nature, provides a broad understanding of the contemporary world, its people, and cultures. This degree also seeks to examine the study of cultural, literary, humanistic activities and the artistic expression of human beings.

### Learning Outcome(s):

- Explain the values of a culture as expressed through its art or language.
- Demonstrate skills to pursue lifelong learning in the areas of arts and humanities.
- Make connections between the fine arts and humanities to demonstrate knowledge and an appreciation of factors that influence traditions.

### Requirements

#### Required Core: Select 18.0 units from the following courses

**Units: 18.0**

ARAB 1 *	ELEMENTARY ARABIC	5.0
ARAB 2 *	ELEMENTARY ARABIC	5.0
ARAB 21	INTRODUCTION TO ARABIC CULTURE	3.0
ARCH 12	HISTORY OF ARCHITECTURE	3.0
ART 4	FUNDAMENTALS OF ART	3.0
ARTH 20	ART APPRECIATION	3.0

ARTH 21	WOMEN AND ART	3.0
ARTH 22	SURVEY OF ASIAN ART (INDIA, CHINA, JAPAN, AND KOREA)	3.0
ARTH 23	AFRICAN, OCEANIC, AND ANCIENT NORTH AMERICAN ART	3.0
ARTH 24	INDIGENOUS ARTS OF THE AMERICAS	3.0
ARTH 25	SURVEY OF ART HISTORY - ANCIENT WORLDS TO GOTHIC	3.0
ARTH 26 *	SURVEY OF WESTERN ART HISTORY - RENAISSANCE TO CONTEMPORARY	3.0
ARTH 29	INTRODUCTION TO WORLD ART	3.0
ARTH 30	HISTORY OF MODERN ART 1825-1945	3.0
ARTH 32	SURVEY OF CONTEMPORARY ART	3.0
CHI 1 *	ELEMENTARY CHINESE	5.0
CHI 2 *	ELEMENTARY CHINESE	5.0
CHI 21 *	INTRODUCTION TO CHINESE CULTURE AND INFLUENCE IN THE U.S.	3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION	3.0
DANC 64	HISTORY OF DANCE	3.0
ENG 3 *	INTRODUCTION TO CREATIVE WRITING	3.0
ENG 4 *	FICTION FUNDAMENTALS	3.0
ENG 15A *	SURVEY OF AMERICAN LITERATURE - 1620-1860	3.0
ENG 15B *	SURVEY OF AMERICAN LITERATURE - 1860-CONTEMPORARY	3.0
ENG 17A *	SURVEY OF ENGLISH LITERATURE - BEOWULF TO ROMANTIC MOVEMENT	3.0
ENG 17B *	SURVEY OF ENGLISH LIT - ROMANTIC MOVEMENT TO THE PRESENT	3.0
ENG 18 *	SHAKESPEARE - THE TRAGEDIES	3.0
ENG 21A *	WORLD LITERATURE - ANCIENT TO 17TH CENTURY	3.0
ENG 21B *	WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD	3.0
ENG 24 *	ETHNIC VOICES IN LITERATURE - THE AMERICAN EXPERIENCE	3.0
ENG 25 *	INTRODUCTION TO LITERATURE	3.0
OR		
ENG 25H *	HONORS INTRODUCTION TO LITERATURE	3.0
ENG 27A *	INTRODUCTION TO THE NOVEL	3.0
OR		
ENG 27AH *	HONORS INTRODUCTION TO THE NOVEL	3.0
ENG 44 *	CLASSICAL MYTHOLOGY	3.0
ENG 52 *	THE FILM AS LITERATURE	3.0
ENG 142 *	CHILDREN'S LITERATURE	3.0
FASH 144	FASHION TRENDS AND CULTURAL COSTUMES	3.0
FR 1 *	ELEMENTARY FRENCH	5.0
FR 2 *	ELEMENTARY FRENCH	5.0
FR 3 *	INTERMEDIATE FRENCH	5.0
FR 4 *	INTERMEDIATE FRENCH	5.0
GER 1 *	ELEMENTARY GERMAN	5.0
GER 2 *	ELEMENTARY GERMAN	5.0
GER 3 *	INTERMEDIATE GERMAN	5.0
GER 4 *	INTERMEDIATE GERMAN	5.0
GD 1	HISTORY OF ANIMATION	3.0
GD 2	HISTORY OF GRAPHIC DESIGN	3.0
HEBR 1 *	ELEMENTARY HEBREW	5.0
HEBR 2 *	ELEMENTARY HEBREW	5.0
HIST 4	WORLD HISTORY TO 1500	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0
HON 11H	HONORS CULTURE, SCIENCE, SOCIETY - RENAISSANCE	3.0

HON 12H	HONORS CULTURE, SCIENCE, SOCIETY - THE POSTMODERN WORLD	3.0
HON 13H	HONORS CULTURE, SCIENCE, SOCIETY - POWER, RESISTANCE, EMPIRE	3.0
HON 14H	HONORS CULTURE, SCIENCE, SOCIETY - TRANSFORMATION OF EMPIRE	3.0
HORT 115	HISTORY OF LANDSCAPE DESIGN	3.0
HUM 1 *	INTRODUCTION TO HUMANITIES	3.0
HUM 3 *	THE CULTURE OF MEDIEVAL AND RENAISSANCE EUROPE	3.0
HUM 21 *	THE SEARCH FOR MEANING - IDEAS OF SELF ACROSS CULTURES	3.0
HUM 25 *	PLANET EARTH - CONTEMPORARY ISSUES AND CONTROVERSIES	3.0
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
ID 122	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I	3.0
ID 125	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS II	3.0
ITA 1 *	ELEMENTARY ITALIAN	5.0
ITA 2 *	ELEMENTARY ITALIAN	5.0
ITA 3 *	INTERMEDIATE ITALIAN	5.0
ITA 4 *	INTERMEDIATE ITALIAN	5.0
ITA 21 *	INTRODUCTION TO ITALIAN CULTURE	3.0
JA 1 *	ELEMENTARY JAPANESE	5.0
JA 2 *	ELEMENTARY JAPANESE	5.0
JA 21 *	INTRODUCTION TO JAPANESE CULTURE	3.0
KOR 1 *	ELEMENTARY KOREAN	5.0
KOR 2 *	ELEMENTARY KOREAN	5.0
KOR 21 *	INTRODUCTION TO KOREAN CULTURE	3.0
MUS 1	THE BASICS OF MUSIC	3.0
MUS 20	MUSIC APPRECIATION	3.0
MUS 23	INTRODUCTION TO WORLD MUSIC	3.0
MUS 24	MUSIC SINCE 1900	3.0
MUS 27	HISTORY OF JAZZ	3.0
MUS 28	HISTORY OF ROCK	3.0
PRSN 1 *	ELEMENTARY PERSIAN	5.0
PRSN 2 *	ELEMENTARY PERSIAN	5.0
PRSN 3 *	INTERMEDIATE PERSIAN	5.0
PRSN 4 *	INTERMEDIATE PERSIAN	5.0
PHIL 1 *	INTRODUCTION TO PHILOSOPHY	3.0
OR		
PHIL 1H *	HONORS INTRODUCTION TO PHILOSOPHY	3.0
PHIL 10 *	WORLD RELIGIONS	3.0
PHIL 15 *	INTRODUCTION TO ETHICS	3.0
PHOT 25	HISTORY OF PHOTOGRAPHY	3.0
PORT 1 *	ELEMENTARY PORTUGUESE	5.0
PORT 2 *	ELEMENTARY PORTUGUESE	5.0
SL 1 *	AMERICAN SIGN LANGUAGE I	4.0
SL 2 *	AMERICAN SIGN LANGUAGE II	4.0
SL 3 *	AMERICAN SIGN LANGUAGE III	4.0
SL 4 *	AMERICAN SIGN LANGUAGE IV	4.0
COMM 30	INTRODUCTION TO ORAL INTERPRETATION	3.0
COMM 32 *	INTERPRETERS' THEATRE	3.0
SPAN 1 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 1H *	HONORS ELEMENTARY SPANISH	5.0

SPAN 2 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 2H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 3 *	INTERMEDIATE SPANISH	5.0
SPAN 4 *	INTERMEDIATE SPANISH	5.0
SPAN 6 *	INTERMEDIATE SPANISH GRAMMAR AND COMPOSITION	3.0
TA 20	THEATRE APPRECIATION	3.0
TA 22	MUSICAL THEATRE HISTORY AND APPRECIATION	3.0
TA 25	THEATRE HISTORY - PRIMITIVE TO RENAISSANCE	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## GENERAL STUDIES - INTERDISCIPLINARY STUDIES - A.A. Degree

### Summary

The General Studies Associate Degree with an area of emphasis in Interdisciplinary Studies provides an opportunity for students to design a program of study meaningful and appropriate to their own needs and academic interests. This degree, which is multidisciplinary in nature, covers a broad range of practical and relevant subjects necessary for developing a breadth of understanding of learning and society. Students will become equipped to succeed in their personal and professional lives.

### Learning Outcome(s):

- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Make connections and demonstrate skills in the areas of lifelong learning, self-development, and personal growth.
- Increase their exposure to a broad range of skills, experiences, and knowledge

### Requirements

#### Required Core:

**Units: 7.0**

<i>Select one</i>		4.0
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0

<i>Select one</i>		3.0
ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0
OR		
PHIL 12 *	INTRODUCTION TO LOGIC	3.0
OR		
COMM 2 *	PERSUASION	3.0
OR		
COMM 3 *	ARGUMENTATION AND DEBATE	3.0

**Restricted Electives:****Units: 11.0**

ACCT 120	INTRODUCTION TO FINANCIAL PLANNING	3.0
BUS 16	PERSONAL LAW, STREET LAW	3.0
COUN 1	ACADEMIC PLANNING	1.5
COUN 100	COLLEGE SUCCESS	1.5
COUN 40	COLLEGE AND CAREER SUCCESS	3.0
COUN 150	HELPING SKILLS FOR INTERPERSONAL RELATIONSHIPS	3.0
COUN 51	HUMAN RELATIONSHIPS	3.0
COUN 60	CAREER EXPLORATION	3.0
COUN 61	LEARNING AND STUDY TECHNIQUES	1.5
FASH 141	APPAREL SELECTION	3.0
FCS 115	CONSUMER ISSUES	3.0
FCS 142	LIFE MANAGEMENT	3.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 64	NUTRITION ISSUES AND CONTROVERSIES	3.0
HIST 16	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17	HISTORY OF THE UNITED STATES SINCE 1876	3.0
HIST 22	SURVEY OF UNITED STATES HISTORY	3.0
HLTH 1	CONTEMPORARY HEALTH ISSUES	3.0
HLTH 2	FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5
HSC 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
OR		
KNEA 151	INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION	3.0
MATH 2 *	PRE-CALCULUS MATHEMATICS	5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 30A *	COMPUTER DISCRETE MATHEMATICS I	3.0
OR		
CS 30A *	COMPUTER DISCRETE MATHEMATICS I	3.0
MATH 30B *	COMPUTER DISCRETE MATHEMATICS II	3.0
OR		
CS 30B *	COMPUTER DISCRETE MATHEMATICS II	3.0

MATH 8 *	COLLEGE ALGEBRA FOR BRIEF CALCULUS	5.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
MATH 24 *	ELEMENTARY DIFFERENTIAL EQUATIONS	4.0
MATH 26 *	INTRODUCTION TO LINEAR ALGEBRA	4.0
MATH 103 *	MATHEMATICAL IDEAS	3.0
MATH 124 *	TRIGONOMETRY	3.0
N 161 *	LIFECYCLE 2, GROWTH AND DEVELOPMENT	1.5
N 165	LIFECYCLE 1, FUNDAMENTALS OF AGING	1.5
<i>Select one</i>		3.0
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0
COMM 1 *	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H *	HONORS COMMUNICATION FUNDAMENTALS	3.0
COMM 5	INTERPERSONAL COMMUNICATION	3.0
SPS 115	ALTERNATIVE LEARNING STRATEGIES	3.0
GSS 120	WOMEN AND CAREERS	3.0
CWE 180	GENERAL WORK EXPERIENCE 1	1.0
CWE 180	GENERAL WORK EXPERIENCE 2	2.0
CWE 180	GENERAL WORK EXPERIENCE 3	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## GENERAL STUDIES-NATURAL SCIENCES - A.A. Degree

### Summary

The General Studies Associate Degree with an area of emphasis in the Natural Sciences provides an opportunity for students to design a program of study meaningful and appropriate to their own needs and academic interests. This degree, which is multidisciplinary in nature, provides a broad foundation in the natural sciences and seeks to examine the physical universe, its life forms and its natural phenomena.

**Learning Outcome(s):**

- Develop a reasoned solution to a problem.
- Demonstrate the ability to use the attained knowledge foundation to illustrate concepts and compare examples.
- Apply scientific method to solve practical problems in the sciences.

**Requirements****Required Core: Select 18.0 units from the following courses****Units: 18.0**

Students will develop an appreciation and understanding of the scientific method and an understanding of the relationships between science and other human activities.

ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
OR		
ANTH 1H	HONORS BIOLOGICAL ANTHROPOLOGY	3.0
ANTH 1L *	BIOLOGICAL ANTHROPOLOGY LABORATORY	1.0
ASTR 20	GENERAL ASTRONOMY	3.0
ASTR 25 *	OBSERVATIONAL ASTRONOMY	3.0
BIO 4A *	PRINCIPLES OF CELLULAR BIOLOGY	4.0
BIO 4B *	PRINCIPLES OF ORGANISMAL BIOLOGY	4.0
BIO 11 *	HUMAN ANATOMY	4.0
BIO 12 *	HUMAN PHYSIOLOGY	4.0
BIO 15 *	GENERAL MICROBIOLOGY	5.0
BIO 19 *	MARINE BIOLOGY	4.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
BIO 113	HUMAN ANATOMY AND PHYSIOLOGY	4.0
CHEM 1A *	GENERAL CHEMISTRY	5.0
CHEM 3 *	FUNDAMENTAL CHEMISTRY	4.0
CHEM 106 *	BASICS OF CHEMISTRY	2.0
CHEM 108	INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY	4.0
ENV 18	INTRODUCTION TO ECOLOGY	4.0
ENV 23	ENVIRONMENTAL GEOLOGY	4.0
OR		
GEOL 23	ENVIRONMENTAL GEOLOGY	4.0
ENV 24	NATURAL HISTORY OF CALIFORNIA	4.0
GEOG 1	PHYSICAL GEOGRAPHY	3.0
OR		
GEOG 1H	HONORS PHYSICAL GEOGRAPHY	3.0
GEOG 1L *	PHYSICAL GEOGRAPHY LABORATORY	1.0
GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
GEOL 20	INTRODUCTION TO EARTH SCIENCE	4.0
GEOL 23	ENVIRONMENTAL GEOLOGY	4.0
OR		
ENV 23	ENVIRONMENTAL GEOLOGY	4.0
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0
MS 4	SOUTHERN CALIFORNIA COASTAL ECOLOGY	4.0
MS 20	INTRODUCTION TO OCEANOGRAPHY	4.0
PHYS 2A *	INTRODUCTION TO PHYSICS	5.0
PHYS 4A *	GENERAL PHYSICS	5.0
PHYS 20	THE IDEAS AND EVENTS OF PHYSICS	4.0
PHYS 30 *	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0



PSYC 3 \*

BIOLOGICAL PSYCHOLOGY

4.0

**Associate of Arts Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

**GENERAL STUDIES-SOCIAL & BEHAVIORAL SCIENCES - A.A. Degree****Summary**

The General Studies Associate Degree with an emphasis in the Social & Behavioral Sciences provides an opportunity for students to design a program of study meaningful and appropriate to their own needs and academic interests. The degree, which is multidisciplinary in nature, seeks to provide an understanding of the interrelationships, principles and methodologies of its many subject areas and to provide a broad understanding of the diverse social and cultural world in which we live.

**Learning Outcome(s):**

- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.
- Apply the principles of the social and behavioral sciences to the diverse world in which we live.
- Compare and contrast the major theoretical perspectives in the social and behavioral sciences.

**Requirements****Required Core:****Units: 18.0**

Courses will stimulate critical thinking skills and provide a broad understanding of the diverse social, cultural, and intellectual world in which we live.

<i>Select one</i>		3.0
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
ANTH 3	CULTURE AND LANGUAGE	3.0
<i>Select one</i>		3.0
ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
OR		
ES 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
ANTH 5	ANTHROPOLOGY OF LATIN AMERICA - CULTURE, IDENTITY, AND POWER	3.0
ANTH 8	WORLD PREHISTORY	3.0
ANTH 9	INTRODUCTION TO ARCHAEOLOGY	3.0
ANTH 17	THE BIOLOGICAL EVOLUTION OF HUMAN NATURE	3.0

ANTH 21	WOMEN, GENDER, AND CULTURE - CROSS-CULTURAL PERSPECTIVES	3.0
<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15	CHILD, FAMILY, AND COMMUNITY	3.0
<i>Select one</i>		3.0
CTVR 1	MASS MEDIA AND SOCIETY	3.0
OR		
JRN 1	MASS MEDIA AND SOCIETY	3.0
<i>Select one</i>		3.0
ECON 2 *	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0
<i>Select one</i>		3.0
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
ES 1	INTRODUCTION TO ETHNIC STUDIES	3.0
ES 3	INTRODUCTION TO CHICANX AND LATINX STUDIES	3.0
<i>Select one</i>		3.0
ES 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
OR		
ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0
<i>Select one</i>		3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
GEOG 3	WORLD REGIONAL GEOGRAPHY	3.0
HIST 12	REVOLUTIONS AND REVOLTS	3.0
HIST 16	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17	HISTORY OF THE UNITED STATES SINCE 1876	3.0
HIST 19	UNITED STATES SINCE 1945	3.0
<i>Select one</i>		3.0
HIST 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
OR		
SOC 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
HIST 21	WOMEN IN UNITED STATES HISTORY - A MULTICULTURAL PERSPECTIVE	3.0
HIST 22	SURVEY OF UNITED STATES HISTORY	3.0
HIST 27	LATIN AMERICA - PRE-EUROPEAN TO INDEPENDENT NATIONHOOD	3.0
HIST 28	LATIN AMERICA - 1800 TO THE PRESENT	3.0
HIST 30	HISTORY OF MEXICO	3.0
HIST 33	CHICANX - LATINX UNITED STATES HISTORY	3.0
HIST 62	EUROPEAN HISTORY TO 1650	3.0
HIST 63	EUROPEAN HISTORY SINCE 1650	3.0

HIST 70	HISTORY OF ASIA TO 1800	3.0
HIST 71	HISTORY OF ASIA SINCE 1800	3.0
HIST 72	HISTORY OF CHINA	3.0
HIST 74	HISTORY OF THE MIDDLE EAST TO 1800	3.0
HIST 75	HISTORY OF THE MODERN MIDDLE EAST	3.0
<i>Select one</i>		3.0
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
OR		
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
HIST 81	AFRICAN AMERICAN UNITED STATES HISTORY	3.0
HS 100	INTRODUCTION TO HUMAN SERVICES	3.0
HS 120	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
<i>Select one</i>		3.0
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0
PS 4	INTRODUCTION TO POLITICAL SCIENCE	3.0
<i>Select one</i>		3.0
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
PS 12	COMPARATIVE POLITICS AND GOVERNMENT	3.0
PS 14	INTERNATIONAL RELATIONS	3.0
<i>Select one</i>		3.0
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
OR		
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
<i>Select one</i>		3.0
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
PSYC 4	INTRODUCTION TO COGNITIVE PSYCHOLOGY	3.0
PSYC 5 *	PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY	3.0
PSYC 7 *	DEVELOPMENTAL PSYCHOLOGY - CHILDHOOD THROUGH ADOLESCENCE	3.0
PSYC 16 *	INTRODUCTION TO CROSS-CULTURAL PSYCHOLOGY	3.0
PSYC 21	THE PSYCHOLOGY OF WOMEN	3.0
<i>Select one</i>		3.0
PSYC 30 *	SOCIAL PSYCHOLOGY	3.0
OR		
SOC 30 *	SOCIAL PSYCHOLOGY	3.0
PSYC 37 *	ABNORMAL BEHAVIOR	3.0
<i>Select one</i>		3.0
SOC 1	INTRODUCTION TO SOCIOLOGY	3.0
OR		
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY	3.0
<i>Select one</i>		3.0

SOC 2	SOCIAL PROBLEMS	3.0
OR		
SOC 2H	HONORS SOCIAL PROBLEMS	3.0
SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY	3.0
SOC 15 *	SOCIALIZATION OF THE CHILD	3.0
SOC 21	WOMEN IN CONTEMPORARY SOCIETY	3.0
SOC 25	SOCIAL STRATIFICATION	3.0
COMM 20	INTERCULTURAL COMMUNICATION	3.0
<i>Select one</i>		3.0
GSS 10	INTRODUCTION TO WOMEN'S STUDIES	3.0
OR		
GSS 10H	HONORS INTRO TO WOMEN'S STUDIES	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degree

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## GEOGRAPHY - A.A. Degree

### Summary

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

### Learning Outcome(s):

- Demonstrate map literacy.
- Identify and describe a location (place) based on characteristics that distinguish them from other places on earth.
- Identify and describe movement of geographic phenomena.

### Requirements

**Required Core:**

**Units: 10.0**

<i>Select one</i>		3.0
GEOG 1	PHYSICAL GEOGRAPHY	3.0
OR		

GEOG 1H	HONORS PHYSICAL GEOGRAPHY	3.0
GEOG 1L *	PHYSICAL GEOGRAPHY LABORATORY	1.0
<i>Select one</i>		3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
GEOG 3	WORLD REGIONAL GEOGRAPHY	3.0
<b>Restricted Electives:</b>		<b>Units: 9.0-10.0</b>
ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
OR		
ANTH 1H	HONORS BIOLOGICAL ANTHROPOLOGY	3.0
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
GEOG 38	CALIFORNIA GEOGRAPHY	3.0
GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
GLST 1 *	INTRODUCTION TO GLOBAL STUDIES	3.0
GLST 2 *	GLOBAL ISSUES	3.0
HIST 4	WORLD HISTORY TO 1500	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0
HIST 32	CALIFORNIA HISTORY	3.0
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
PS 14	INTERNATIONAL RELATIONS	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 19.0-20.0**

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

## GEOGRAPHY - AA-T Degree

### Summary

The curriculum in the Geography program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Geography for Transfer by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework along with courses required for

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

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better.

### Learning Outcome(s):

- Demonstrate spatial literacy.
- Identify and describe a location (place) based on characteristics that distinguish them from other places on earth.
- Identify and describe movement of geographic phenomena.

## Requirements

### Required Core:

**Units: 7.0**

<i>Select one</i>		3.0
GEOG 1	PHYSICAL GEOGRAPHY	3.0
OR		
GEOG 1H	HONORS PHYSICAL GEOGRAPHY	3.0
<b>AND</b>		1.0
GEOG 1L	PHYSICAL GEOGRAPHY LABORATORY	1.0
<i>Select one</i>		3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
OR		
GEOG 3	WORLD REGIONAL GEOGRAPHY	3.0

### List A:

**Units: 6.0**

GEOG 38	CALIFORNIA GEOGRAPHY	3.0
<i>Select one</i>		2.0
GIS 110	INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)	2.0
OR		
GEOG 110	INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)	2.0
GEOG 109	FIELD STUDIES OF COASTAL REGIONS	1.0

### List B: Select two courses

**Units: 6.0-9.0**

<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0

OR			
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS		5.0
GEOL 20	INTRODUCTION TO EARTH SCIENCE		4.0
<i>Select one</i>			3.0
BUS 10 *	BUSINESS STATISTICS		3.0
OR			
MATH 10 *	INTRODUCTION TO STATISTICS		3.0
OR			
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES		3.0
<i>Select one</i>			3.0
ANTH 2	CULTURAL ANTHROPOLOGY		3.0
OR			
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY		3.0

**Total: 19.0-22.0**

## GEOLOGY - AS-T Degree

### Summary

The curriculum in the Geology program is designed to provide the transfer student the opportunity to achieve an Associate in Science in Geology for Transfer degree by providing the necessary background in quantitative reasoning as well as physical and earth sciences. This background should provide students with the tools to successfully complete a bachelor's degree in Earth Science, Geology, or Geophysics.

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

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Recognize and explain the role of fundamental geologic principles, such as plate tectonic theory and deep time, in the interpretation of observed geologic phenomena.
- Research, evaluate, and cite scientific information in order to formulate coherent summaries of earth processes.
- Define the scientific method and apply it to observed geologic phenomena.
- Interpret geologic processes using underlying chemical properties and physical laws.

## Requirements

### Required Core:

**Units: 28.0**

GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY		4.0
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GEOL 2 *	HISTORICAL GEOLOGY	4.0
<i>Select both</i>		10.0
CHEM 1A *	GENERAL CHEMISTRY	5.0
AND		
CHEM 1B *	GENERAL CHEMISTRY	5.0
<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0

**Total: 28.0**

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

## GERIATRIC NUTRITION - Certificate of Achievement

### Summary

The Geriatric Nutrition certificate will educate individuals seeking a career in nutrition with an emphasis on working with older adults. Nutrition is of paramount importance in the prevention, mitigation and sometimes treatment of many acute and chronic diseases and is critical in living a longer, healthier life. Students will be trained to apply dietary recommendations and current nutrition research to optimize the health of older adults; identify common deficiencies in the diets of older people that may be contributing to their ailments; and plan balanced, culturally and economically-appropriate diets tailored to their unique health needs and lifestyles.

The certificate will prepare students for a variety of entry-level positions in senior care facilities, medical centers, home health care agencies, and retirement communities. The certificate can also be utilized to help professionals in current positions that require more focus on the older adult population such as in healthcare occupations, health and human services, government agencies, mental health programs, and fitness and wellness programs.

### Learning Outcome(s):

- Identify components of a healthy diet and lifestyle that contribute to optimal health, longevity and quality of life in aging individuals.
- Assess an individual older adult's nutritional status and make appropriate dietary recommendations.
- Analyze credible research on individual nutrient needs, supplements and diets specific to older adults.

### Requirements

<b>Required Core:</b>		<b>Units: 12.0</b>
FN 50	FUNDAMENTALS OF NUTRITION	3.0
SOC 180	INTRODUCTION TO AGING	3.0
FN 169 *	LIFECYCLE NUTRITION	3.0
FN 161 *	CLINICAL NUTRITION	3.0

**Total: 12.0**

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

## GERMAN - A.A. Degree

### Summary

The curriculum in the German program is designed to provide the student the opportunity to achieve an Associate of Arts in German degree by providing the necessary breadth in the field. Students who complete the Associate of

Arts Degree in German will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

A German degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the German program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in German degree.

### Learning Outcome(s):

- Accurately interpret written sections in German.
- Accurately interpret spoken language in German.
- Demonstrate proficient conversational skills in German.
- Demonstrate knowledge of the history, politics, literature, culture and arts of the German speaking countries as well as people who speak German.

## Requirements

### Required Core:

**Units: 23.0**

GER 1 *	ELEMENTARY GERMAN	5.0
GER 2 *	ELEMENTARY GERMAN	5.0
GER 3 *	INTERMEDIATE GERMAN	5.0
GER 4 *	INTERMEDIATE GERMAN	5.0
GER 21	INTRODUCTION TO GERMAN CULTURE	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## GLOBAL BUSINESS - A.S. Degree

### Summary

Technology and international commerce have redefined business in a global context. The Global Business program prepares students for careers in international business and in industries that deal with international trade and global markets. The program focuses on the dynamics of international organization, environments, trade, language, socioeconomic and cultural forces, political and legal issues, import/export processes and regulations, and emerging global markets. Completion of the recommended electives demonstrates global competencies in international business. Elective courses provide specialized areas of study. Occupations supported by this program include import/export clerks and managers; transportation, shipping, receiving, and distribution clerks and specialists; product inspectors; market researchers; marketing assistants, planners, and managers; traffic technicians; customs workers; and other global business-related workers.

### Learning Outcome(s):

- Describe global business concepts, principles, and development of successful global business strategies.
- Describe the various methods of exporting and importing and evaluate the advantages and disadvantages of each method.
- Explain the role of international business in the US and world economies.
- Research international markets and use in export and import planning and marketing decision making.
- Participate in the marketing and distribution of goods internationally.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of international businesses
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Communicate effectively with people from various cultures in various business contexts.
- Perform mathematical functions used in business.

## Requirements

### Required Core:

**Units:** 32.0-33.0

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 120	BUSINESS MANAGEMENT	3.0
BUS 150	INTERNATIONAL BUSINESS	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
BUS 205	BUSINESS MATH	3.0
OR		
ACCT 215	GENERAL ACCOUNTING	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING	3.0

BUS 260	SURVEY OF EXPORTING AND IMPORTING	3.0
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**Restricted Electives:****Units: 6.0**

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 106	LEGAL ASPECTS OF ENTREPRENEURSHIP	2.0
BUS 109	E-COMMERCE MARKETING	3.0
BUS 160	ENTREPRENEURSHIP	3.0
BUS 182	LOGISTICS AND TRANSPORTATION MANAGEMENT	3.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
BUS 226	WAREHOUSE AND INVENTORY MANAGEMENT	3.0
COMM 20	INTERCULTURAL COMMUNICATION	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 38.0-39.0**

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

**GLOBAL BUSINESS - Certificate of Achievement****Summary**

Technology and international commerce have redefined business in a global context. The Global Business program prepares students for careers in international business and in industries that deal with international trade and global markets. The program focuses on the dynamics of international organization, environments, trade, language, socioeconomic and cultural forces, political and legal issues, import/export processes and regulations, and emerging global markets. Students will develop competencies in international logistics and supply chain management.

**Learning Outcome(s):**

- Describe global business concepts, principles, and development of successful global business strategies.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of International businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Create a plan for setting up an export or an import business.
- Create an import or export distribution or logistics plan.

**Requirements****Required Core:****Units: 22.0-23.0**

Select one	3.0
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BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 150	INTERNATIONAL BUSINESS	3.0
<i>Select one</i>		3.0
BUS 182	LOGISTICS AND TRANSPORTATION MANAGEMENT	3.0
OR		
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING	3.0
BUS 260	SURVEY OF EXPORTING AND IMPORTING	3.0

**Total: 22.0-23.0**

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

## GLOBAL STUDIES - AA-T Degree

### Summary

Global Studies is an interdisciplinary program designed to enhance student knowledge and understanding of global processes and their implications for societies, markets, governments, cultures, and environments around the world. The program also introduces students to the study of global issues and perspectives while providing the methodological tools and techniques necessary to analyze them at multiple (local, regional, and international) levels. An understanding of the world's social, economic, political, cultural, and natural systems and their growing interdependence will not only enable students to think globally, but prepare them to live, work, and participate in an increasingly globalized world as well. The goal of the Global Studies Program at Saddleback College is to prepare students for further work in international studies and world affairs through the study of other cultures, social, economic, and political systems, world history and geography. The program is designed to encourage students to think beyond local perspectives and to think globally. Students will learn how to relate their knowledge of a particular part of the world to be larger trends and issues that affect the international community as a whole. Students who earn an associate degree this degree transfer as Global Studies majors or into other related majors such as International Relations, Geography, or Political Science.

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

**Associate Degree for Transfer requirements (pursuant to SB1440, §66746)**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Learn contents and methods of global studies, across the fields of business/economics, history/politics, geography/environment, and society/culture.
- Learn skills essential to professional success, such as managing empirical information, writing syntheses, and composing oral and written papers based on evidence.
- Move beyond information and skills to achieve true professional understanding, emphasizing the interconnected character of human and environmental problems on a global scale and how multidisciplinary approaches must be used to solve them.

### Requirements

<b>Required Core:</b>		<b>Units: 6.0</b>
GLST 1 *	INTRODUCTION TO GLOBAL STUDIES	3.0
GLST 2 *	GLOBAL ISSUES	3.0

### List A: Select five courses from at least four of the following areas Units: 15.0

<i>Area 1: Culture and Society</i>		
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0
<i>Area 2: Geography</i>		
GEOG 1	PHYSICAL GEOGRAPHY	3.0
OR		
GEOG 1H	HONORS PHYSICAL GEOGRAPHY	3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
GEOG 3	WORLD REGIONAL GEOGRAPHY	3.0
<i>Area 3: Economics</i>		
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
ECON 2	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0

### *Area 4: Politics*

PS 12	COMPARATIVE POLITICS AND GOVERNMENT	3.0
PS 14	INTERNATIONAL RELATIONS	3.0

**Area 5: Humanities**

ENG 21A *	WORLD LITERATURE - ANCIENT TO 17TH CENTURY	3.0
ENG 21B *	WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD	3.0

**Total: 21.0**

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

## GRAPHIC COMMUNICATIONS - A.S. Degree

### Summary

The Graphic Communications Associate of Science degree program includes traditional and digital printing and applications, linking design and technology. Coursework prepares students for entry-level employment typically found in the graphic communications field, including digital and traditional printing and prepress technician, designer, surface designer, textile and clothing printing including silk screen and sublimation, textile designer, printing press operator, and related print and digital media. The discipline focuses on creation, production, and reproduction, in printed and digital form. The program also provides coursework for professionals interested in upgrading skills and receiving an associate degree in the field.

### Learning Outcome(s):

- Use fundamental traditional and digital design, production, and reproduction skills for commercial graphic communication and new media.
- Select and use appropriate production software and hardware technology.
- Demonstrate skills typically found in the commercial traditional and digital print and media industry.

### Requirements

#### Required Core:

**Units: 29.0**

<i>Select one</i>		3.0
GC 63	INTRODUCTION TO SCREEN PRINTING	3.0
OR		
ART 63	INTRODUCTION TO SCREEN PRINTING	3.0
GC 101	INTRODUCTION TO GRAPHIC COMMUNICATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 144	TYPOGRAPHY	3.0
GC 106 *	ADVANCED SCREEN PRINTING	3.0
GD 151	DIGITAL LAYOUT AND DESIGN	3.0
GD 154 *	DIGITAL PRE-PRESS	3.0
GC 195 *	GRAPHICS STUDIO	3.0
GD 160 *	PROFESSIONAL PRACTICES FOR GRAPHIC DESIGNERS	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0
GC 215	INTRODUCTION TO VEHICLE WRAP DESIGN AND APPLICATION	1.0

### Associate of Science Degree

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



## General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 29.0**

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

## GRAPHIC COMMUNICATIONS - Certificate of Achievement

### Summary

The Graphic Communications Certificate of Achievement program includes traditional and digital printing and applications, linking design and technology. Coursework prepares students for entry-level employment typically found in the graphic communications field, including digital and traditional printing and prepress technician, designer, surface designer, textile and clothing printing including silk screen and sublimation, textile designer, printing press operator, and related print and digital media. The discipline focuses on creation, production, and reproduction, in printed and digital form. The program also provides coursework for professionals interested in upgrading skills and/or receiving certification in the field.

### Learning Outcome(s):

- Use fundamental traditional and digital design, production, and reproduction skills for commercial graphic communication and new media.
- Select and use appropriate production software and hardware technology.
- Demonstrate skills typically found in the commercial traditional and digital print and media industry.

### Requirements

#### Required Core:

**Units: 29.0**

<i>Select one</i>		3.0
GC 63	INTRODUCTION TO SCREEN PRINTING	3.0
OR		
ART 63	INTRODUCTION TO SCREEN PRINTING	3.0
GC 101	INTRODUCTION TO GRAPHIC COMMUNICATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 144	TYPOGRAPHY	3.0
GC 106 *	ADVANCED SCREEN PRINTING	3.0
GD 151	DIGITAL LAYOUT AND DESIGN	3.0
GD 154 *	DIGITAL PRE-PRESS	3.0
GC 195 *	GRAPHICS STUDIO	3.0
GD 160 *	PROFESSIONAL PRACTICES FOR GRAPHIC DESIGNERS	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0
GC 215	INTRODUCTION TO VEHICLE WRAP DESIGN AND APPLICATION	1.0

**Total: 29.0**

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

## GRAPHIC DESIGN - A.S. Degree

### Summary

The Associate of Science in Graphic Design program prepares students for entry-level careers in the graphic design field, such as graphic designer, production artist, package designer, or product designer. The program also provides coursework for professionals interested in upgrading skills and/or receiving certification in the field. The study encompasses all phases of the design processes from origination of the idea (design, layout, and typography) through reproduction, finishing and distribution.

### Learning Outcome(s):

- Use fundamental design skills.
- Select and use appropriate graphic design software.
- Demonstrate skills typically found in the graphic design field.

## Requirements

### Required Core:

**Units: 34.0**

GD 2	HISTORY OF GRAPHIC DESIGN	3.0
<i>Select one</i>		3.0
GD 140	BEGINNING GRAPHIC DESIGN	3.0
OR		
ART 140	BEGINNING GRAPHIC DESIGN	3.0
<i>Select one</i>		3.0
GD 142	PACKAGE DESIGN	3.0
OR		
ART 142	PACKAGE DESIGN	3.0
GD 144	TYPOGRAPHY	3.0
<i>Select one</i>		3.0
GD 145	GRAPHIC ILLUSTRATION	3.0
OR		
ART 145	GRAPHIC ILLUSTRATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 149	DIGITAL ILLUSTRATION	3.0
GD 154 *	DIGITAL PRE-PRESS	3.0
GD 160 *	PROFESSIONAL PRACTICES FOR GRAPHIC DESIGNERS	3.0
GD 200	PHOTOSHOP SKILLS FOR GRAPHIC DESIGNERS	3.0
<i>Select one</i>		3.0
GD 240 *	INTERMEDIATE GRAPHIC DESIGN	3.0
OR		
ART 240 *	INTERMEDIATE GRAPHIC DESIGN	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree**

**Total: 34.0**

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

## GRAPHIC DESIGN - Certificate of Achievement

### Summary

The Certificate of Achievement in Graphic Design program prepares students for entry-level careers typically found in the graphic design field, such as graphic designer, production artist, package designer, or product designer. The program also provides coursework for professionals interested in upgrading skills and/or receiving certification in the field. The study encompasses all phases of the design processes from origination of the idea (design, layout, and typography) through reproduction, finishing and distribution.

### Learning Outcome(s):

- Use fundamental design skills.
- Select and use appropriate graphic design software.
- Demonstrate skills typically found in the graphic design field.

### Requirements

Required Core:		Units: 34.0
GD 2	HISTORY OF GRAPHIC DESIGN	3.0
<i>Select one</i>		3.0
GD 140	BEGINNING GRAPHIC DESIGN	3.0
OR		
ART 140	BEGINNING GRAPHIC DESIGN	3.0
<i>Select one</i>		3.0
GD 142	PACKAGE DESIGN	3.0
OR		
ART 142	PACKAGE DESIGN	3.0
GD 144	TYPOGRAPHY	3.0
<i>Select one</i>		3.0
GD 145	GRAPHIC ILLUSTRATION	3.0
OR		
ART 145	GRAPHIC ILLUSTRATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 149	DIGITAL ILLUSTRATION	3.0
GD 154 *	DIGITAL PRE-PRESS	3.0
GD 160 *	PROFESSIONAL PRACTICES FOR GRAPHIC DESIGNERS	3.0
GD 200	PHOTOSHOP SKILLS FOR GRAPHIC DESIGNERS	3.0
<i>Select one</i>		3.0
GD 240 *	INTERMEDIATE GRAPHIC DESIGN	3.0
OR		
ART 240 *	INTERMEDIATE GRAPHIC DESIGN	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0

**Total: 34.0**

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

## HEALTH SCIENCES - A.S. Degree

## Summary

The Health Sciences Associate Degree program is designed to provide students the opportunity to explore their interest in health, health care and related fields through a variety of classes. The program may lead to a range of general health employment opportunities in areas such as Nursing Assistant, Home Health Aide, or Medical Assisting. This associate degree is an initial educational step that may support attempts to gain entry-level employment or promotion. A baccalaureate or higher degree is recommended for those considering professional careers in areas such as Health Sciences, Health Care Management/Administration, Public Health, and other pre-professional Allied Health Programs.

Courses identified within the "Required Core" may have limitations on enrollments depicted by an asterisk symbol (\*). It is strongly advised that students reference Saddleback College catalog or consult with a counselor for assistance in outlining an educational plan to achieve this degree.

This program is not the Associate Degree in Nursing and does not meet the State Board of Registered Nursing requirements for licensure in the State of California. Students interested in achieving a degree in Nursing should see Registered Nurse Associate in Science.

### Learning Outcome(s):

- Recognize and define the terminology of various health sciences.
- Differentiate between various health science jobs and job requirements.
- Demonstrate scientific and critical thinking skills related to the field of health science.

## Requirements

Required Core:		Units: 18.0
BIO 11 *	HUMAN ANATOMY	4.0
BIO 12 *	HUMAN PHYSIOLOGY	4.0
BIO 15 *	GENERAL MICROBIOLOGY	5.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
BIO 113	HUMAN ANATOMY AND PHYSIOLOGY	4.0
CHEM 3 *	FUNDAMENTAL CHEMISTRY	4.0
CHEM 1A *	GENERAL CHEMISTRY	5.0
CHEM 108	INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY	4.0
<i>Select both</i>		12.0
EMT 207 *	EMERGENCY MEDICAL TECHNICIAN PROCEDURES	11.0
AND		
EMT 207C *	EMERGENCY MEDICAL TECHNICIAN CLINICAL OBSERVATION	1.0
EMT 210 *	EMERGENCY MEDICAL TECHNICIAN REFRESHER COURSE	1.5
EMT 219 *	PARAMEDIC PREPARATION	4.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 161 *	CLINICAL NUTRITION	2.0
HIT 100 *	HEALTH INFORMATION SCIENCE	2.0
HIT 109 *	ICD DIAGNOSTIC CODING	3.0
HIT 111 *	INTRODUCTION TO HEALTH INFORMATICS	3.0
HIT 116 *	PERFORMANCE IMPROVEMENT IN HEALTHCARE	3.0
HIT 119 *	MANAGEMENT OF RESOURCES IN HEALTHCARE	3.0
HIT 130 *	DIRECTED PRACTICE	4.0
HLTH 1	CONTEMPORARY HEALTH ISSUES	3.0
HLTH 2	FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5
HLTH 3	WOMEN'S HEALTH ISSUES	3.0
HSC 104	MEDICAL TERMINOLOGY	3.0
HSC 217	CARDIAC DYSRHYTHMIAS	2.0
HSC 226 *	ADVANCED CARDIAC LIFE SUPPORT	2.0

HSC 227 *	PEDIATRIC ADVANCED LIFE SUPPORT	2.0
HSC 228	CALCULATIONS FOR MEDICATION ADMINISTRATION	1.0
HSC 291	MANAGEMENT OF AGGRESSIVE BEHAVIOR IN HEALTHCARE SETTINGS	0.5
MA 206	INTRODUCTION TO MEDICAL ASSISTING	3.0
MA 211B	PHYSICAL-EXAMINATION PROCEDURES	3.0
MA 212B	MEDICAL OFFICE LABORATORY PROCEDURES	3.0
MA 213B *	MEDICAL ASEPSIS AND SURGICAL PROCEDURES	3.0
MA 214B	MEDICATION ADMINISTRATION PROCEDURES	3.0
MA 218B	ELECTROCARDIOGRAPHY FOR THE MEDICAL ASSISTANT	3.0
MLT 210	INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION	1.0
MLT 211 *	BASIC LABORATORY PROCEDURES	1.0
N 160 *	PHARMACOLOGY FOR NURSING	3.0
N 161	LIFECYCLE 2, GROWTH AND DEVELOPMENT	1.5
N 204	BEGINNING NURSING CONCEPTS	2.0
N 212	LABORATORY VALUES, INTERPRETATION AND APPLICATION	1.5
N 280	NURSING CAREPLANS AND MAPS	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## HEALTHCARE TECHNOLOGY OPTIMIZATION SPECIALIST - Certificate of Achievement

### Summary

This certificate program prepares the student demonstrate proficiency in certain health IT workforce roles integral to the implementation and management of electronic health information. It prepares for employment as a healthcare optimization specialist in an acute care hospital, clinic or physician's office, long-term care facility, and other health care settings. It helps professionals upgrade their skills to coordinate interdepartmental communications and provide the link between health and IT. Healthcare optimization specialists manage the documentation process, manage data life cycle, abide by standards guidelines to facilitate workflows, reimbursement, analyze patient outcomes, and medical research. The HCTOS certificate of achievement prepares students to take the national certification examination to become a Certified Health Technology Specialist (CHTS) offered by American Health Information Association (AHIMA). This program provides training through didactic instruction and labs. Facilities employing HCTOS professionals include hospitals, ambulatory care centers, physician offices, long-term care facilities, and insurance firms.

### Occupations/Fields that the program will prepare the student to enter:

- Revenue Cycle Management
- Health Data Management
- Health Data Analyst
- Healthcare Optimization
- Practice Management

- Health Data Education
- Medical office administration
- Quality Improvement analyst
- Help Desk

### Competencies:

- Coordinate interdepartmental communications
- Manage data life cycle
- Manage documentation processes
- Maximize software applications
- Perform productivity measures in the healthcare environment
- Participate in project management
- Manage administrative functions
- Adhere to quality control protocols
- Computer and other digital applications and in health care
- Use health information exchange standards
- Abide by standards, regulations, and guidelines

### Learning Outcome(s):

- Use appropriate medical terminology.
- Coordinate interdepartmental communications.
- Utilize technology in the healthcare environment.
- Use business intelligence tools for analysis and reporting.
- Maintain compliance with regulatory requirements, standards and guidelines.
- Assess healthcare workflows.

## Requirements

### Required Core:

**Units: 17.5-19.5**

HSC 104	MEDICAL TERMINOLOGY	3.0
<i>Select one</i>		3.0-4.0
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
<i>Select one</i>		2.0-3.0
MA 280	HEALTHCARE ORGANIZATION PRACTICES	3.0
OR		
HIT 100 *	HEALTH INFORMATION SCIENCE	2.0
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
HIT 111 *	INTRODUCTION TO HEALTH INFORMATICS	3.0
CIMA 288	DATABASE REPORTING	3.5

**Total: 17.5-19.5**

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

## HISTORY - A.A. Degree

### Summary

The curriculum in the History program is designed to provide the transfer student with an understanding of the diversity of the human experience and the historical processes that have shaped individuals and communities throughout the world. It fosters critical thinking and the opportunity to achieve an Associate of Arts (AA) degree in History by providing the necessary breadth in the field, an introduction to the methods used in the study of history, and the ability to complete both major preparatory coursework along with courses required for general

education. While a baccalaureate or higher degree in History or other social science fields is recommended for those considering this major, earning an Associate degree may support entry-level positions such as: Museum and Historical Organizations, Cultural Resources Centers, or Legislative Support Staff Worker.

### Learning Outcome(s):

- Understand the diversity of the human experience as influenced by geographical location, race, ethnicity, cultural traditions, gender and class.
- Analyze historical processes that shape individuals and communities, drawing on detailed knowledge about the history of the area under study.
- Think critically about the varieties of experience found in the historical record of the United States, exploring diversity as a critical component of history.
- Distinguish between primary and secondary sources, and understand how each is used to make historical arguments.
- Assess, use, and synthesize different kinds of evidence from a variety of historical sources to make a coherent argument about the past.
- Effectively conduct research and write a coherent historical essay or research paper that articulates a clear argument, effectively interprets multiple forms of evidence, identifies arguments in secondary historical texts, and uses appropriate citations.
- Explain and analyze a key historical event or process in the area and during the period under study.
- Understand the difference between opinions and substantiated scholarly claims.

### Requirements

#### Required Core:

**Units: 12.0**

HIST 4	WORLD HISTORY TO 1500	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0
HIST 16	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17	HISTORY OF THE UNITED STATES SINCE 1876	3.0

#### Restricted Electives:

**Units: 6.0**

HIST 10	RACE, ETHNICITY, AND RESISTANCE IN U.S. HISTORY	3.0
OR		
ES 10	RACE, ETHNICITY, AND RESISTANCE IN U.S. HISTORY	3.0
HIST 11	PERSPECTIVES OF PEACE STUDIES	3.0
HIST 12	REVOLUTIONS AND REVOLTS	3.0
HIST 15	THE VIETNAM WAR	3.0
HIST 19	UNITED STATES SINCE 1945	3.0
HIST 21	WOMEN IN UNITED STATES HISTORY - A MULTICULTURAL PERSPECTIVE	3.0
HIST 22	SURVEY OF UNITED STATES HISTORY	3.0
HIST 27	LATIN AMERICA - PRE-EUROPEAN TO INDEPENDENT NATIONHOOD	3.0
HIST 28	LATIN AMERICA - 1800 TO THE PRESENT	3.0
HIST 30	HISTORY OF MEXICO	3.0
HIST 32	CALIFORNIA HISTORY	3.0
HIST 33	CHICANX - LATINX UNITED STATES HISTORY	3.0
OR		
ES 33	CHICANX - LATINX UNITED STATES HISTORY	3.0
HIST 62	EUROPEAN HISTORY TO 1650	3.0
HIST 63	EUROPEAN HISTORY SINCE 1650	3.0
HIST 70	HISTORY OF ASIA TO 1800	3.0
HIST 71	HISTORY OF ASIA SINCE 1800	3.0



HIST 72	HISTORY OF CHINA	3.0
HIST 74	HISTORY OF THE MIDDLE EAST TO 1800	3.0
HIST 75	HISTORY OF THE MODERN MIDDLE EAST	3.0
HIST 78	HISTORY OF JAPAN	3.0
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
OR		
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
HIST 81	AFRICAN AMERICAN UNITED STATES HISTORY	3.0
OR		
ES 81	AFRICAN AMERICAN UNITED STATES HISTORY	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

## HISTORY - AA-T Degree

### Summary

The curriculum in the History program is designed to provide the transfer student the opportunity to achieve an Associate for Transfer (AA-T) degree in History by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework along with courses required for general education.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Understand the diversity of the human experience as influenced by geographical location, race, ethnicity, cultural traditions, gender and class.
- Analyze historical processes that shape individuals and communities, drawing on detailed knowledge about the history of the area under study.
- Think critically about the varieties of experience found in the historical record of the United States, exploring diversity as a critical component of history.

- Distinguish between primary and secondary sources, and understand how each are used to make historical arguments.
- Assess, use, and synthesize different kinds of evidence from a variety of historical sources to make a coherent argument about the past.
- Understand the difference between opinions and substantiated scholarly claims.
- Effectively conduct research and write a coherent historical essay or research paper that articulates a clear argument, effectively interprets multiple forms of evidence, identifies arguments in secondary historical texts, and uses appropriate citations.

## Requirements

### Required Core:

**Units: 6.0**

HIST 16	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17	HISTORY OF THE UNITED STATES SINCE 1876	3.0

### List A:

**Units: 6.0**

HIST 4	WORLD HISTORY TO 1500	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0

### List B: Select one course from each area

**Units: 6.0**

#### Area 1: Diversity (3 units)

HIST 12	REVOLUTIONS AND REVOLTS	3.0
HIST 21	WOMEN IN UNITED STATES HISTORY - A MULTICULTURAL PERSPECTIVE	3.0
HIST 27	LATIN AMERICA - PRE-EUROPEAN TO INDEPENDENT NATIONHOOD	3.0
HIST 28	LATIN AMERICA - 1800 TO THE PRESENT	3.0
HIST 33	CHICANX - LATINX UNITED STATES HISTORY	3.0
HIST 70	HISTORY OF ASIA TO 1800	3.0
HIST 72	HISTORY OF CHINA	3.0
HIST 74	HISTORY OF THE MIDDLE EAST TO 1800	3.0
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
HIST 81	AFRICAN AMERICAN UNITED STATES HISTORY	3.0

#### Area 2: (3 units)

ANTH 2	CULTURAL ANTHROPOLOGY	3.0
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
ANTH 3 *	CULTURE AND LANGUAGE	3.0
ANTH 5	ANTHROPOLOGY OF LATIN AMERICA - CULTURE, IDENTITY, AND POWER	3.0
HIST 11	PERSPECTIVES OF PEACE STUDIES	3.0
HIST 15	THE VIETNAM WAR	3.0
HIST 19	UNITED STATES SINCE 1945	3.0
HIST 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
HIST 30	HISTORY OF MEXICO	3.0
HIST 32	CALIFORNIA HISTORY	3.0
HIST 62	EUROPEAN HISTORY TO 1650	3.0
HIST 63	EUROPEAN HISTORY SINCE 1650	3.0
HIST 71	HISTORY OF ASIA SINCE 1800	3.0
HIST 75	HISTORY OF THE MODERN MIDDLE EAST	3.0

HIST 78	HISTORY OF JAPAN	3.0
SOC 1	INTRODUCTION TO SOCIOLOGY	3.0
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY	3.0
SOC 2	SOCIAL PROBLEMS	3.0
SOC 2H	HONORS SOCIAL PROBLEMS	3.0

**Total: 18.0**

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

## HOLISTIC HEALTH STUDIES - Certificate of Achievement

### Summary

Designed to promote a holistic approach to healthy living while preparing students for professional careers and the potential of higher education in the integrative health, fitness, and wellness field. Students will investigate basic anatomy, physiology, subtle energy, and behavior principles while exploring the connection between the physical, intellectual, emotional, and spiritual realms of health, wellness, and performance. Students will be introduced to a variety of alternative health practices and healing therapies from various cultures around the world, with an emphasis on how a holistic approach and practical techniques can lead to optimal performance and health. Upon completion of this certificate, individuals will gain an advantage obtaining an entry-level position at health, fitness, and wellness centers, spas and clinics, and/or community establishments. In addition to administrative jobs within the industry, individuals may find positions as practitioner and/or therapist assistants, health and wellness educators or community workers, and/or internship opportunities at various complementary and alternative health practices/centers. Courses within this certification can fulfill continuing education hours/credits for those currently certified by nationally and globally recognized certifying bodies such as the American Council of Exercise (ACE) and Yoga Alliance (YA). This certificate can be completed completely online. Students whom complete this certificate will be eligible to earn our, "Integrative Health for Fitness and Wellness Professionals" certificate, by successfully completing three additional courses within one of three pattern options.

### Learning Outcome(s):

- Demonstrate an understanding of contemporary health principles and guidelines.
- Explain core principles and philosophies of the holistic paradigm.
- Explain basic anatomy, physiology, subtle energy, and behavior principles through a holistic perspective.
- Describe foundational principles and unique techniques used in well-established complementary and alternative health practices and explain how they can be beneficial to various fitness, performance, health, and wellness professions.
- Demonstrate practical holistic health techniques for optimal performance, health, and wellness.
- Create a customized fitness, health, and wellness plan using holistic health principles and techniques.

### Requirements

#### Required Core:

**Units: 13.0**

HLTH 1	CONTEMPORARY HEALTH ISSUES	3.0
KNES 220	HOLISTIC HEALTH - UNDERLYING MECHANISMS	3.0
KNES 121	COMPLEMENTARY AND ALTERNATIVE HEALTH PRACTICES	3.0
KNES 222	INTRODUCTION TO AYURVEDA	3.0
KNES 207	TRAINING AND THEORY OF THE YOGIC ENERGY SYSTEM	1.0

**Total: 13.0**

## HOSPITALITY MANAGEMENT - A.S. Degree

## Summary

The Hospitality Management Associate of Science degree program offers comprehensive coursework that encompasses the diverse hospitality industry. Students will obtain skills in the operational and legal aspects of hospitality management and supervision, food and beverage operations, cost control, event and catering management, human resources, marketing, and support operations. Emphasis is on guest service strategies, ethical considerations, effective communication, critical thinking, leadership standards, and teamwork. The program combines classroom and laboratory instruction providing students with well-rounded preparation in the hospitality industry. Students completing the program will be prepared for a career in the hospitality industry as entry-level hotel, motel and restaurant managers, food and beverage managers, event, banquet and catering professionals, resort managers and human resource administrators. The coursework also provides the tools necessary for successful startup to those students wishing to open their own hospitality business. After successful completion of the associate of science degree in Hospitality Management, students may pursue a baccalaureate degree in Hospitality Management.

### Learning Outcome(s):

- Demonstrated preparation for employment in the hospitality industry.
- Identify legal and ethical considerations affecting the hospitality industry.
- Demonstrate knowledge of and experience of operations relative to the provisions of goods and services in the hospitality business.
- Observe foundations of leadership, management and human resources.
- Apply knowledge of financial management related to operations in hospitality.
- Demonstrate effective written and interpersonal communication skills.
- Identify event and catering management requirements.

## Requirements

### Required Core:

**Units: 18.0-20.0**

<i>Select one</i>		0.0-2.0
FN 171 *	SANITATION AND SAFETY	2.0
OR		
FN 210 *	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 150	INTRODUCTION TO HOSPITALITY MANAGEMENT	3.0
FN 152	SPECIAL EVENTS AND CATERING MANAGEMENT	3.0
FN 154	HOSPITALITY - PRODUCTION AND COST CONTROL	3.0
FN 157	HOSPITALITY LAW	3.0
FN 176	FOOD AND BEVERAGE OPERATIONS	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0-20.0**

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

\* Students with valid California ServSafe Certification may have this core requirement waived.

## HOSPITALITY MANAGEMENT - AS-T Degree

### Summary

The Associate in Science in Hospitality Management for Transfer prepares individuals for transfer to CSU Hospitality Management Bachelor of Science programs. This program is dedicated to preparing students with the skills necessary to successfully transfer. The program offers comprehensive coursework that encompasses the diverse hospitality industry. Students will obtain skills in the operational and legal aspects of hospitality management and supervision, food and beverage operations, cost control, event and catering management, human resources, marketing, and support operations. Emphasis is on guest service strategies, ethical considerations, effective communication, critical thinking, leadership standards, and teamwork. The program combines classroom and laboratory instruction providing students with well-rounded preparation in the hospitality industry. Students completing the program will be prepared for a career in the hospitality industry as entry-level hotel, motel and restaurant managers, food and beverage managers, event, banquet and catering professionals, resort managers and human resource administrators.

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

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Demonstrate preparation for transfer to a four-year Hospitality Management program.
- Demonstrate preparation for entry level employment in the hospitality industry.
- Identify legal and ethical considerations affecting the hospitality industry.
- Demonstrate knowledge of and experience of operations relative to the provisions of goods and services in the hospitality business.
- Observe foundations of leadership, management and human resources.
- Apply knowledge of financial management related to operations in hospitality.
- Demonstrate effective written and interpersonal communication skills.
- Identify event and catering management requirements.

### Requirements

<b>Required Core:</b>	<b>Units: 3.0</b>
FN 150                      INTRODUCTION TO HOSPITALITY MANAGEMENT	3.0
<b>List A: Select three courses</b>	<b>Units: 9.0</b>
FN 154                      HOSPITALITY - PRODUCTION AND COST CONTROL	3.0
FN 176                      FOOD AND BEVERAGE OPERATIONS	3.0
FN 157                      HOSPITALITY LAW	3.0
FN 101 *                    CULINARY PRINCIPLES I	3.0

**List B: Complete two courses from the following or any course from List A not already used****Units: 6.0-7.0**

ACCT 1A	FINANCIAL ACCOUNTING	4.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0

**Total: 18.0-19.0**

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

**HOSPITALITY MANAGEMENT - Certificate of Achievement****Summary**

The Hospitality Management certificate offers comprehensive coursework that encompasses the diverse hospitality industry. Students will obtain skills in the operational and legal aspects of hospitality management and supervision, food and beverage operations, cost control, event and catering management, human resources, marketing, and support operations. Emphasis is on guest service strategies, ethical considerations, effective communication, critical thinking, leadership standards, and teamwork. The program combines classroom and laboratory instruction providing students with well-rounded preparation in the hospitality industry. Students completing the program will be prepared for a career in the hospitality industry as entry-level hotel, motel and restaurant managers, food and beverage managers, event, banquet and catering professionals, resort managers and human resource administrators. The coursework also provides the tools necessary for successful startup to those students wishing to open their own hospitality business.

**Learning Outcome(s):**

- Demonstrate preparation for employment in the hospitality industry.
- Identify legal and ethical considerations affecting the hospitality industry.
- Demonstrate knowledge of and experience of operations relative to the provisions of goods and services in the hospitality business.
- Observe foundations of leadership, management and human resources.
- Apply knowledge of financial management related to operations in hospitality.
- Demonstrate effective written and interpersonal communication skills.
- Identify event and catering management requirements.

**Requirements****Required Core:****Units: 18.0-20.0**

<i>Select one</i>		0.0-2.0
FN 171 **	SANITATION AND SAFETY	2.0
OR		
FN 210 **	SERVSAFE IN FOOD PRODUCTION	1.0
OR		
ServSafe Certification		
FN 101 *	CULINARY PRINCIPLES I	3.0
FN 150	INTRODUCTION TO HOSPITALITY MANAGEMENT	3.0
FN 152	SPECIAL EVENTS AND CATERING MANAGEMENT	3.0
FN 154	HOSPITALITY - PRODUCTION AND COST CONTROL	3.0
FN 157	HOSPITALITY LAW	3.0
FN 176	FOOD AND BEVERAGE OPERATIONS	3.0

**Total: 18.0-20.0**

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

\*\* Students with valid California ServSafe Certification may have this core requirement waived.

# HUMAN RESOURCES - A.S. Degree

## Summary

The Human Resources Associate of Science Degree prepares students with the knowledge and skills needed for careers in the high-demand field of human resource management in a rapidly changing world of business. Potential areas of employment include managers, specialists, analysts, officers, and other positions related to compensation, administrative services, performance management, talent and recruitment, retention, benefits, training and employee or leadership development, employee advocacy and labor relations, staffing, strategic HR management, organizational development (OD), risk, OSHA, and others.

### Learning Outcome(s):

- Prepare a legally compliant job description for a job of their own design.
- Apply an understanding of the influence of individual values, attitudes, perceptions, emotions, and emotional intelligence on individual and organizational effectiveness.
- Explain and give examples of the importance and value of diversity in the organization.
- Analyze human resource needs and identify the financial, legal, social, compensation, and ethical factors involved in managing personnel and enforcing policies, rules, and procedures.
- Demonstrate the knowledge and skills needed for various human resource management positions.

## Requirements

### Required Core:

**Units:** 38.0-40.0

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		3.0
COMM 20	INTERCULTURAL COMMUNICATION	3.0
OR		
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 120	BUSINESS MANAGEMENT	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
<i>Select one</i>		3.0-4.0
ACCT 1A	FINANCIAL ACCOUNTING	4.0
OR		
ACCT 120	INTRODUCTION TO FINANCIAL PLANNING	3.0



OR			
ACCT 215	GENERAL ACCOUNTING		3.0
OR			
BUS 10 *	BUSINESS STATISTICS		3.0
OR			
BUS 172	FINANCIAL LITERACY		3.0
OR			
MATH 10 *	INTRODUCTION TO STATISTICS		3.0
OR			
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES		3.0
<i>Select one</i>			1.0
BUS 196	WORKPLACE SUCCESS SKILLS		1.0
OR			
CWE 180	CO-OP-ED-BUSINESS		1.0
BUS 223	HUMAN RESOURCE MANAGEMENT		3.0
BUS 227	EMPLOYMENT LAW		3.0
BUS 229	ORGANIZATIONAL BEHAVIOR		3.0

### Associate of Science

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 38.0-40.0**

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

## HUMAN RESOURCES - Certificate of Achievement

### Summary

The Human Resources Certificate of Achievement prepares students for careers in human resource management in a rapidly changing world of business. Potential areas of employment include compensation, recruitment, benefits, training and development, staffing, strategic HR management, risk management, labor relations, and others. Examples of job titles include talent manager or officer; recruiter; recruitment and retention specialist; staffing specialist; trainer; employee development specialist; leadership development specialist; organizational development (OD) specialist; compensation and administrative services specialist; benefits analyst; compensation specialist; performance management specialist; employee advocate; and labor relations specialist; safety officer; risk management specialist; and OSHA specialist.

### Learning Outcome(s):

- Apply an understanding of the influence of individual values, attitudes, perceptions, emotions, and emotional intelligence on individual and organizational effectiveness.
- Explain and give examples of the importance and value of diversity in the organization.
- Analyze human resource needs and identify the financial, legal, social, compensation, and ethical factors involved in managing personnel and enforcing policies, rules, and procedures.

## Requirements

### Required Core:

**Units: 22.0-23.0**

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
BUS 227	EMPLOYMENT LAW	3.0

**Total: 22.0-23.0**

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

## HUMAN RESOURCES MANAGEMENT - Occupational Skills Award

### Summary

The Human Resource Management Occupational Skills Award is designed to increase the ability to succeed in an emerging and evolving work environment. The curriculum assists students' understanding of the scope of human resources management and the requirements for success. Completion of this award in Human Resource Management enhances the opportunity for entry employment as well as advancement in a career. Potential areas of employment include management assistants and specialists in compensation, recruitment, benefits, training and development, staffing, strategic HR management, risk management, labor relations, and others. Examples of job titles include management assistants and specialists in recruitment; recruitment and retention specialist; staffing specialist; trainer; employee development specialist; leadership development specialist; organizational development (OD) specialist; compensation and administrative services specialist; benefits analyst; compensation specialist; performance management specialist; employee advocate; and labor relations specialist; safety officer; risk management specialist; and OSHA specialist. This award is designed to lead to the more advanced awards of Certificate of Achievement and AS degree in Human Resources through completion of the stackable awards of Business Education Core and Business Education Foundations certificates.

### Learning Outcome(s):

- Describe and illustrate the functions and processes of management practice, management theory, and structures of organizations.
- List, describe, and give examples of implementing the key management functions of planning, organizing, leading, controlling, and project management.

- Apply effective solutions to common managerial problems.
- Name and give examples of practices of managers that tap employee potential or enhance motivation. Explain the results of using such practices.
- Describe the role and responsibilities of a manager of human resources.
- Employ complex communication skills, including active listening skills, that maximize positive interactions and contribute to productivity.
- Collaborate, in person and virtually, to complete tasks.
- Integrate expertise in technical knowledge and skills with thinking and reasoning strategies to create, innovate, and devise solutions for business situations.
- Behave in a professional manner appropriate to organizational expectations.

## Requirements

### Required Core:

**Units: 10.0**

BUS 120	BUSINESS MANAGEMENT	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0

**Total: 10.0**

## HUMAN SERVICES GENERALIST - A.S. Degree

### Summary

The Human Services (HS) Generalist Associate of Science is a Career Technical Education program designed to provide historical and current perspectives of the basic issues within the human services field. It is an introduction to the growing career options within the helping professions field including, but not limited to, social work, psychology, sociology, anthropology, community-based corrections, and more. This program provides an opportunity to explore and work with diverse populations including children, adolescents, adults, and older adults. The HS Generalist program will enable students to make informed decisions about career directions and will prepare students for four-year college degrees in field of behavioral health and the helping professions. This program option combines the Human Services behavioral core skills training and supervised experiential learning in beginning and advanced practicums in diverse Human Services Generalist fieldwork settings. The HS Generalist program serves as a natural gateway to the Social Work profession and other behavioral health career options. It provides students with the knowledge and skills to help individuals, groups, communities, and organizations function at optimal levels.

Completion of the five (5) Human Services Core Courses are prerequisites for the application to the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course and is required for the completion of the Human Services Generalist Program. Visit the Human Services website at [www.saddleback.edu/programs-degrees/all-programs/human-services](http://www.saddleback.edu/programs-degrees/all-programs/human-services) to review the HS Generalist Roadmap chart. Fieldwork and Seminar Information Sessions are scheduled at the end of the Fall and Spring semesters to inform students of the application process for HS 110. Check the Human Services website for the dates and times.

The application process is competitive, and completion of an application does not guarantee acceptance into the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course. A minimum grade of "C" in all courses is required to receive the certificate. Students who successfully complete the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course may self enroll in the Fieldwork & Seminar II [HS 150] (Advanced Practicum) course.

### Learning Outcome(s):

- Exemplify knowledge of the breadth of the Human Services profession.
- Engage human services intervention skills on a micro and macro level.

- Use Human Services behavioral core skills training and experiential learning in a human services setting.
- Impart effective rapport, and communication and attending skills.

## Requirements

<b>Required Core:</b>		<b>Units: 34.0</b>
HS 100 *	INTRODUCTION TO HUMAN SERVICES	3.0
HS 120 *	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 170	ALCOHOL AND OTHER DRUGS IN OUR SOCIETY	3.0
HS 105	ETHICAL ISSUES AND CLIENTS' RIGHTS	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
HS 177	FAMILY DYNAMICS OF ADDICTION AND ABUSE	3.0
HS 176 *	CO-OCCURRING DISORDERS	3.0
HS 110 *	FIELD INSTRUCTION AND SEMINAR I	3.5
HS 150 *	FIELD INSTRUCTION AND SEMINAR II	3.5

<b>Restricted Electives:</b>		<b>Units: 3.0</b>
HS 112 *	CONFLICT RESOLUTION AND MEDIATION	3.0
HS 172 *	PHYSIOLOGICAL EFFECTS AND PHARMACOLOGY OF ALCOHOL AND DRUGS	3.0
HS 171	SUBSTANCE ABUSE - INTERVENTION, TREATMENT AND RECOVERY	3.0
HS 187	JUVENILE VIOLENCE, GANGS, AND VICTIMIZATION	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0
SOC 1	INTRODUCTION TO SOCIOLOGY	3.0
OR		
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY	3.0
SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY	3.0
COUN 150	HELPING SKILLS FOR INTERPERSONAL RELATIONSHIPS	3.0
PSYC 25 *	PSYCHOLOGY OF AGING	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 37.0**

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

## HUMAN SERVICES GENERALIST - Certificate of Achievement

### Summary

The Human Services (HS) Generalist Certificate of Achievement is a Career Technical Education program designed to provide historical and current perspectives of the basic issues within the human services field. It is an introduction to the growing career options within the helping professions field including, but not limited to, social work, psychology, sociology, anthropology, community-based corrections, and more. This program provides an opportunity to explore and work with diverse populations including children, adolescents, adults, and older adults. The HS Generalist program will enable students to make informed decisions about career directions and will prepare students for an array of careers in the behavioral health and the helping professions. This program option combines the Human Services behavioral core skills training and supervised experiential learning in beginning and advanced practicums in diverse Human Services Generalist fieldwork settings. The HS Generalist program serves as a natural gateway to the Social Work profession and other behavioral health career options. It provides students with the knowledge and skills to help individuals, groups, communities, and organizations function at optimal levels.

Completion of the five (5) Human Services Core Courses are prerequisites for the application to the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course and is required for the completion of the Human Services Generalist Program. Visit the Human Services website at [www.saddleback.edu/programs-degrees/all-programs/human-services](http://www.saddleback.edu/programs-degrees/all-programs/human-services) to review the HS Generalist Roadmap chart. Fieldwork and Seminar Information Sessions are scheduled at the end of the Fall and Spring semesters to inform students of the application process for HS 110. Check the Human Services website for the dates and times.

The application process is competitive, and completion of an application does not guarantee acceptance into the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course. A minimum grade of "C" in all courses is required to receive the certificate. Students who successfully complete the Fieldwork and Seminar I [HS 110] (Beginning Practicum) course may self-enroll in the Fieldwork & Seminar II [HS 150] (Advanced Practicum) course

### Learning Outcome(s):

- Exemplify knowledge of the breadth of the Human Services profession.
- Engage human services intervention skills on a micro and macro level.
- Use Human Services behavioral core skills training and experiential learning in a human service setting.
- Impart effective rapport, and communication and attending skills.

## Requirements

Required Core:		Units: 34.0
HS 100 *	INTRODUCTION TO HUMAN SERVICES	3.0
HS 120 *	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
HS 170	ALCOHOL AND OTHER DRUGS IN OUR SOCIETY	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 105	ETHICAL ISSUES AND CLIENTS' RIGHTS	3.0
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 177	FAMILY DYNAMICS OF ADDICTION AND ABUSE	3.0
HS 176 *	CO-OCCURRING DISORDERS	3.0
HS 110 *	FIELD INSTRUCTION AND SEMINAR I	3.5
HS 150 *	FIELD INSTRUCTION AND SEMINAR II	3.5
Restricted Electives:		Units: 3.0
HS 112 *	CONFLICT RESOLUTION AND MEDIATION	3.0
HS 172 *	PHYSIOLOGICAL EFFECTS AND PHARMACOLOGY OF ALCOHOL AND DRUGS	3.0
HS 171	SUBSTANCE ABUSE - INTERVENTION, TREATMENT AND RECOVERY	3.0
HS 187	JUVENILE VIOLENCE, GANGS, AND VICTIMIZATION	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0
SOC 1	INTRODUCTION TO SOCIOLOGY	3.0

OR		
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY	3.0
SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY	3.0
COUN 150	HELPING SKILLS FOR INTERPERSONAL RELATIONSHIPS	3.0
PSYC 25 *	PSYCHOLOGY OF AGING	3.0

**Total: 37.0**

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

## HUMANITIES - A.A. Degree

### Summary

The curriculum in the Humanities Associate of Arts degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering majors in the humanities such as English, history, art history, literature or philosophy, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment. While there are few direct pathways for the recipient of a Humanities degree, or any Liberal Arts degree, student who major in the Humanities and other Liberal Arts find employment because of their development of critical skills in writing, collaboration, and communication. According to the US Bureau of Labor Statistics, Liberal Arts majors find employment in fields including management, teaching, legal fields, sales, media, and more.

### Learning Outcome(s):

- Identify and evaluate the origin, growth, varieties, and cultural manifestations of individuality in different cultural traditions.
- Identify and evaluate nature (e.g. our conceptions of nature, our relation to nature, etc.) in different cultural traditions.
- Identify and evaluate economic, social, religious and artistic conflict between different cultural traditions.

### Requirements

<b>Required Core:</b>		<b>Units: 9.0</b>
HUM 1 *	INTRODUCTION TO HUMANITIES	3.0
HIST 4	WORLD HISTORY TO 1500	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0

<b>Restricted Electives:</b>		<b>Units: 9.0</b>
HUM 2 *	ORIGINS OF WESTERN CULTURE IN LITERATURE	3.0
HUM 3 *	THE CULTURE OF MEDIEVAL AND RENAISSANCE EUROPE	3.0
HUM 21 *	THE SEARCH FOR MEANING - IDEAS OF SELF ACROSS CULTURES	3.0
HUM 25 *	PLANET EARTH - CONTEMPORARY ISSUES AND CONTROVERSIES	3.0
HON 11H *	HONORS CULTURE, SCIENCE, SOCIETY - RENAISSANCE	3.0
HON 12H *	HONORS CULTURE, SCIENCE, SOCIETY - THE POSTMODERN WORLD	3.0
HON 13H *	HONORS CULTURE, SCIENCE, SOCIETY - POWER, RESISTANCE, EMPIRE	3.0
HON 14H *	HONORS CULTURE, SCIENCE, SOCIETY - TRANSFORMATION OF EMPIRE	3.0
PHIL 1 *	INTRODUCTION TO PHILOSOPHY	3.0
OR		
PHIL 1H *	HONORS INTRODUCTION TO PHILOSOPHY	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## IGETC - Certificate of Achievement

### Summary

Students may earn a Certificate of Achievement in General Education upon completion of a pattern of approved courses intended for transfer. See [www.assist.org](http://www.assist.org) for additional information.

### Learning Outcome(s):

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Evaluate new and accepted ideas about the natural universe using testable methodology.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.

### Requirements

#### Required Core:

**Units: 37.0**

Completion of a minimum of 37 unit including all the requirements of the IGETC General Education Certification. SEE THE ARTICULATION/TRANSFER PATTERN SECTION OF THE CATALOG FOR A LIST OF SPECIFIC COURSE REQUIREMENTS.

### Area 1: English Communication

#### A. English Composition

ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0

#### B. Critical Thinking/Composition - Select one course

ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0

#### C. Oral Communication - Required for CSU Transfer ONLY



COMM 1 *	COMMUNICATION FUNDAMENTALS	3.0
COMM 1H *	HONORS COMMUNICATION FUNDAMENTALS	3.0

### Area 2: Mathematical Concepts – 3 semester units required

#### Complete one course:

BUS 10 *	BUSINESS STATISTICS	3.0
MATH 2 *	PRE-CALCULUS MATHEMATICS	5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 8 *	COLLEGE ALGEBRA FOR BRIEF CALCULUS	5.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0
MATH 24 *	ELEMENTARY DIFFERENTIAL EQUATIONS	4.0
MATH 26 *	INTRODUCTION TO LINEAR ALGEBRA	4.0
MATH 30A *	COMPUTER DISCRETE MATHEMATICS I	3.0
OR		
CS 30A *	COMPUTER DISCRETE MATHEMATICS I	3.0
MATH 30B *	COMPUTER DISCRETE MATHEMATICS II	3.0
OR		
CS 30B *	COMPUTER DISCRETE MATHEMATICS II	3.0
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

### Area 3: Arts and Humanities - 9 semester units required

Complete one Course from the Arts and one from the Humanities. Select a third course from either area

#### A. Arts

ARCH 12	HISTORY OF ARCHITECTURE	3.0
ART 4	FUNDAMENTALS OF ART	3.0
ARTH 20	ART APPRECIATION	3.0
ARTH 21	WOMEN AND ART	3.0
ARTH 22	SURVEY OF ASIAN ART (INDIA, CHINA, JAPAN, AND KOREA)	3.0
ARTH 23	AFRICAN, OCEANIC, AND ANCIENT NORTH AMERICAN ART	3.0
ARTH 24	INDIGENOUS ARTS OF THE AMERICAS	3.0
ARTH 25	SURVEY OF ART HISTORY - ANCIENT WORLDS TO GOTHIC	3.0
ARTH 26 *	SURVEY OF WESTERN ART HISTORY - RENAISSANCE TO CONTEMPORARY	3.0
ARTH 27	HISTORY OF AMERICAN ART	3.0
ARTH 29	INTRODUCTION TO WORLD ART	3.0
ARTH 30	HISTORY OF MODERN ART 1825-1945	3.0
ARTH 32	SURVEY OF CONTEMPORARY ART	3.0
CTVR 2	HISTORY AND APPRECIATION OF TELEVISION BROADCASTING	3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0
CTVR 5	HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA	3.0

CTVR 7	CROSS CULTURAL CINEMA	3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION	3.0
DANC 64	HISTORY OF DANCE	3.0
DANC 74	MULTICULTURAL DANCE HISTORY IN THE UNITED STATES	3.0
GD 1	HISTORY OF ANIMATION	3.0
GD 2	HISTORY OF GRAPHIC DESIGN	3.0
MUS 20	MUSIC APPRECIATION	3.0
MUS 23	INTRODUCTION TO WORLD MUSIC	3.0
MUS 24	MUSIC SINCE 1900	3.0
MUS 27	HISTORY OF JAZZ	3.0
MUS 28	HISTORY OF ROCK	3.0
PHOT 25	HISTORY OF PHOTOGRAPHY	3.0
TA 20	THEATRE APPRECIATION	3.0
TA 22	MUSICAL THEATRE HISTORY AND APPRECIATION	3.0
TA 25	THEATRE HISTORY - PRIMITIVE TO RENAISSANCE	3.0

**B. Humanities**

ARAB 2 *	ELEMENTARY ARABIC	5.0
ARAB 3 *	INTERMEDIATE ARABIC	5.0
ARAB 4 *	INTERMEDIATE ARABIC	5.0
ARAB 21	INTRODUCTION TO ARABIC CULTURE	3.0
CHI 2 *	ELEMENTARY CHINESE	5.0
CHI 3 *	INTERMEDIATE CHINESE	5.0
CHI 4 *	INTERMEDIATE CHINESE	5.0
CHI 21 *	INTRODUCTION TO CHINESE CULTURE AND INFLUENCE IN THE U.S.	3.0
ENG 15A *	SURVEY OF AMERICAN LITERATURE - 1620-1860	3.0
ENG 15B *	SURVEY OF AMERICAN LITERATURE - 1860-CONTEMPORARY	3.0
ENG 17A *	SURVEY OF ENGLISH LITERATURE - BEOWULF TO ROMANTIC MOVEMENT	3.0
ENG 17B *	SURVEY OF ENGLISH LIT - ROMANTIC MOVEMENT TO THE PRESENT	3.0
ENG 18 *	SHAKESPEARE - THE TRAGEDIES	3.0
ENG 21A *	WORLD LITERATURE - ANCIENT TO 17TH CENTURY	3.0
ENG 21B *	WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD	3.0
ENG 22 *	INTRODUCTION TO SHAKESPEARE	3.0
OR		
ENG 22H *	HONORS INTRODUCTION TO SHAKESPEARE	3.0
ENG 24 *	ETHNIC VOICES IN LITERATURE - THE AMERICAN EXPERIENCE	3.0
ENG 25 *	INTRODUCTION TO LITERATURE	3.0
OR		
ENG 25H *	HONORS INTRODUCTION TO LITERATURE	3.0
ENG 27A *	INTRODUCTION TO THE NOVEL	3.0
OR		
ENG 27AH *	HONORS INTRODUCTION TO THE NOVEL	3.0
ENG 44 *	CLASSICAL MYTHOLOGY	3.0
ENG 52 *	THE FILM AS LITERATURE	3.0
FR 2 *	ELEMENTARY FRENCH	5.0
FR 3 *	INTERMEDIATE FRENCH	5.0
FR 4 *	INTERMEDIATE FRENCH	5.0
FR 21 *	INTRODUCTION TO FRENCH CULTURE	3.0

GER 2 *	ELEMENTARY GERMAN	5.0
GER 3 *	INTERMEDIATE GERMAN	5.0
GER 4 *	INTERMEDIATE GERMAN	5.0
GER 21 *	INTRODUCTION TO GERMAN CULTURE	3.0
HEBR 2 *	ELEMENTARY HEBREW	5.0
HIST 4	WORLD HISTORY TO 1500	3.0
HIST 5	WORLD HISTORY SINCE 1500	3.0
HIST 16 ‡	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17 ‡	HISTORY OF THE UNITED STATES SINCE 1876	3.0
HIST 30 ‡	HISTORY OF MEXICO	3.0
HIST 70 ‡	HISTORY OF ASIA TO 1800	3.0
HIST 71 ‡	HISTORY OF ASIA SINCE 1800	3.0
HIST 72 ‡	HISTORY OF CHINA	3.0
HIST 75 ‡	HISTORY OF THE MODERN MIDDLE EAST	3.0
HON 11H *	HONORS CULTURE, SCIENCE, SOCIETY - RENAISSANCE	3.0
HON 12H *	HONORS CULTURE, SCIENCE, SOCIETY - THE POSTMODERN WORLD	3.0
HON 13H *	HONORS CULTURE, SCIENCE, SOCIETY - POWER, RESISTANCE, EMPIRE	3.0
HON 14H *	HONORS CULTURE, SCIENCE, SOCIETY - TRANSFORMATION OF EMPIRE	3.0
HUM 1 *	INTRODUCTION TO HUMANITIES	3.0
HUM 2 *	ORIGINS OF WESTERN CULTURE IN LITERATURE	3.0
HUM 3 *	THE CULTURE OF MEDIEVAL AND RENAISSANCE EUROPE	3.0
HUM 21 *	THE SEARCH FOR MEANING - IDEAS OF SELF ACROSS CULTURES	3.0
ITA 2 *	ELEMENTARY ITALIAN	5.0
ITA 3 *	INTERMEDIATE ITALIAN	5.0
ITA 4 *	INTERMEDIATE ITALIAN	5.0
ITA 21 *	INTRODUCTION TO ITALIAN CULTURE	3.0
JA 2 *	ELEMENTARY JAPANESE	5.0
JA 3 *	INTERMEDIATE JAPANESE	5.0
JA 4 *	INTERMEDIATE JAPANESE	5.0
JA 21 *	INTRODUCTION TO JAPANESE CULTURE	3.0
KOR 2 *	ELEMENTARY KOREAN	5.0
KOR 3 *	INTERMEDIATE KOREAN	5.0
KOR 4 *	INTERMEDIATE KOREAN	5.0
KOR 21 *	INTRODUCTION TO KOREAN CULTURE	3.0
PHIL 1 *	INTRODUCTION TO PHILOSOPHY	3.0
OR		
PHIL 1H *	HONORS INTRODUCTION TO PHILOSOPHY	3.0
PHIL 5 *	HISTORY OF MODERN PHILOSOPHY	3.0
PHIL 10 *	WORLD RELIGIONS	3.0
PHIL 14 *	PHILOSOPHY OF RELIGION	3.0
PHIL 15 *	INTRODUCTION TO ETHICS	3.0
PORT 2 *	ELEMENTARY PORTUGUESE	5.0
PORT 3	INTERMEDIATE PORTUGUESE	5.0
PORT 4 *	INTERMEDIATE PORTUGUESE	5.0
PRSN 2 *	ELEMENTARY PERSIAN	5.0
PRSN 3 *	INTERMEDIATE PERSIAN	5.0
PRSN 4 *	INTERMEDIATE PERSIAN	5.0
PRSN 21 *	INTRODUCTION TO PERSIAN CULTURE	3.0
SL 2 *	AMERICAN SIGN LANGUAGE II	4.0
SL 3 *	AMERICAN SIGN LANGUAGE III	4.0

SL 4 *	AMERICAN SIGN LANGUAGE IV	4.0
SPAN 2 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 2H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 3	INTERMEDIATE SPANISH	5.0
SPAN 4 *	INTERMEDIATE SPANISH	5.0
SPAN 20A *	CIVILIZATION OF SPAIN THROUGH 1898	3.0
SPAN 21A *	CIVILIZATION OF LATIN AMERICA THROUGH 1900	3.0
SPAN 21B *	CIVILIZATION OF LATIN AMERICA 1900-PRESENT	3.0
SPAN 21C *	HISPANIC CULTURE AND LITERATURE IN THE UNITED STATES	3.0

**Area 4: Social and Behavioral Science 9 semester units required.**

Complete 3 courses from a least 2 different subjects

ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
ANTH 3 *	CULTURE AND LANGUAGE	3.0
ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
OR		
ES 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
ANTH 5	ANTHROPOLOGY OF LATIN AMERICA - CULTURE, IDENTITY, AND POWER	3.0
ANTH 6 *	GLOBAL ISSUES IN ANTHROPOLOGICAL PERSPECTIVE	0.0
ANTH 8	WORLD PREHISTORY	3.0
ANTH 9	INTRODUCTION TO ARCHAEOLOGY	3.0
ANTH 13	MAGIC, WITCHCRAFT, AND RELIGION	3.0
ANTH 15	THE WORLD OF PRIMATES	3.0
ANTH 17	THE BIOLOGICAL EVOLUTION OF HUMAN NATURE	3.0
ANTH 21	WOMEN, GENDER, AND CULTURE - CROSS-CULTURAL PERSPECTIVES	3.0
ANTH 22	MEDICAL ANTHROPOLOGY - CULTURE, HEALTH, AND HEALING	3.0
CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
COMM 20	INTERCULTURAL COMMUNICATION	2.5
CTVR 1	MASS MEDIA AND SOCIETY	3.0
OR		
JRN 1	MASS MEDIA AND SOCIETY	3.0
ECON 2 *	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0
ECON 4 *	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS	3.0
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0

ENV 6 *	SCARCITY AND ENVIRONMENT	3.0
ES 1	INTRODUCTION TO ETHNIC STUDIES	3.0
ES 3	INTRODUCTION TO CHICANX AND LATINX STUDIES	3.0
ES 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
OR		
ANTH 4	INTRODUCTION TO NATIVE AMERICAN STUDIES	3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
GEOG 3	WORLD REGIONAL GEOGRAPHY	3.0
GEOG 38	CALIFORNIA GEOGRAPHY	3.0
GLST 1 *	INTRODUCTION TO GLOBAL STUDIES	3.0
GLST 2 *	GLOBAL ISSUES	3.0
GSS 10	INTRODUCTION TO WOMEN'S STUDIES	3.0
OR		
GSS 10H	HONORS INTRO TO WOMEN'S STUDIES	3.0
GSS 11H	HONORS INTRODUCTION TO FEMINIST THEORY	3.0
GSS 15	INTRODUCTION TO QUEER STUDIES	3.0
GSS 31	GENDER AND POPULAR CULTURE	3.0
HIST 11	PERSPECTIVES OF PEACE STUDIES	3.0
HIST 12	REVOLUTIONS AND REVOLTS	3.0
HIST 15	THE VIETNAM WAR	3.0
HIST 16 ‡	HISTORY OF THE UNITED STATES TO 1876	3.0
HIST 17 ‡	HISTORY OF THE UNITED STATES SINCE 1876	3.0
HIST 19	UNITED STATES SINCE 1945	3.0
HIST 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
OR		
SOC 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
HIST 21	WOMEN IN UNITED STATES HISTORY - A MULTICULTURAL PERSPECTIVE	3.0
HIST 22	SURVEY OF UNITED STATES HISTORY	3.0
HIST 27	LATIN AMERICA - PRE-EUROPEAN TO INDEPENDENT NATIONHOOD	2.0
HIST 28	LATIN AMERICA - 1800 TO THE PRESENT	3.0
HIST 30 ‡	HISTORY OF MEXICO	3.0
HIST 32	CALIFORNIA HISTORY	3.0
HIST 33	CHICANX - LATINX UNITED STATES HISTORY	3.0
HIST 62	EUROPEAN HISTORY TO 1650	3.0
HIST 63	EUROPEAN HISTORY SINCE 1650	3.0
HIST 70 ‡	HISTORY OF ASIA TO 1800	3.0
HIST 71 ‡	HISTORY OF ASIA SINCE 1800	3.0
HIST 72 ‡	HISTORY OF CHINA	3.0
HIST 74	HISTORY OF THE MIDDLE EAST TO 1800	3.0
HIST 75 ‡	HISTORY OF THE MODERN MIDDLE EAST	3.0
HIST 78	HISTORY OF JAPAN	3.0
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
OR		
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
HIST 81	AFRICAN AMERICAN UNITED STATES HISTORY	3.0

JRN 1	MASS MEDIA AND SOCIETY	3.0
OR		
CTVR 1	MASS MEDIA AND SOCIETY	3.0
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0
PS 4	INTRODUCTION TO POLITICAL SCIENCE	3.0
PS 10H	HONORS POLITICAL THEORY	3.0
PS 11	INTERNATIONAL POLITICAL ECONOMY	3.0
OR		
ECON 11	INTERNATIONAL POLITICAL ECONOMY	3.0
PS 12	COMPARATIVE POLITICS AND GOVERNMENT	3.0
PS 14	INTERNATIONAL RELATIONS	3.0
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
OR		
HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
PSYC 2 *	RESEARCH METHODS IN PSYCHOLOGY	3.0
OR		
PSYC 2H *	HONORS RESEARCH METHODS IN PSYCHOLOGY	3.0
PSYC 4	INTRODUCTION TO COGNITIVE PSYCHOLOGY	3.0
PSYC 5 *	PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY	3.0
PSYC 7 *	DEVELOPMENTAL PSYCHOLOGY - CHILDHOOD THROUGH ADOLESCENCE	3.0
PSYC 16 *	INTRODUCTION TO CROSS-CULTURAL PSYCHOLOGY	3.0
PSYC 21	THE PSYCHOLOGY OF WOMEN	3.0
PSYC 30 *	SOCIAL PSYCHOLOGY	3.0
OR		
SOC 30 *	SOCIAL PSYCHOLOGY	3.0
PSYC 25 *	PSYCHOLOGY OF AGING	3.0
PSYC 33	PSYCHOLOGY OF ADJUSTMENT	3.0
PSYC 37 *	ABNORMAL BEHAVIOR	3.0
SOC 1	INTRODUCTION TO SOCIOLOGY	3.0
OR		
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY	3.0
SOC 2	SOCIAL PROBLEMS	3.0
OR		
SOC 2H	HONORS SOCIAL PROBLEMS	3.0
SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY	3.0
SOC 15 *	SOCIALIZATION OF THE CHILD	3.0
SOC 16	DEATH AND DYING	3.0
SOC 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
OR		

HIST 20	ETHNIC CULTURES OF THE UNITED STATES	3.0
SOC 21	WOMEN IN CONTEMPORARY SOCIETY	3.0
SOC 23	FOOD AND SOCIETY	3.0
SOC 25	SOCIAL STRATIFICATION	3.0
SOC 30 *	SOCIAL PSYCHOLOGY	3.0
OR		
PSYC 30 *	SOCIAL PSYCHOLOGY	3.0

**Area 5: Physical and Biological Sciences – 7 units required Complete one course from the Physical Science and one from the Biological Sciences. One course must have a laboratory. # denotes laboratory courses.**

A. Physical Science		
ASTR 20	GENERAL ASTRONOMY	3.0
ASTR 20	GENERAL ASTRONOMY	3.0
AND		
ASTR 25 * #	OBSERVATIONAL ASTRONOMY	3.0
ASTR 21	THE SOLAR SYSTEM	3.0
OR		
GEOL 21	THE SOLAR SYSTEM	3.0
CHEM 1A * #	GENERAL CHEMISTRY	5.0
CHEM 1B * #	GENERAL CHEMISTRY	5.0
CHEM 3 *	FUNDAMENTAL CHEMISTRY	4.0
CHEM 12A *	ORGANIC CHEMISTRY	5.0
CHEM 12B *	ORGANIC CHEMISTRY	5.0
ENV 23 #	ENVIRONMENTAL GEOLOGY	4.0
OR		
GEOL 23 #	ENVIRONMENTAL GEOLOGY	4.0
ENV 38	WATER QUALITY AND MONITORING	3.0
GEOG 1	PHYSICAL GEOGRAPHY	3.0
OR		
GEOG 1H	HONORS PHYSICAL GEOGRAPHY	3.0
GEOG 1	PHYSICAL GEOGRAPHY	3.0
AND		
GEOG 1L * #	PHYSICAL GEOGRAPHY LABORATORY	1.0
GEOL 1 #	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
GEOL 2 * #	HISTORICAL GEOLOGY	4.0
GEOL 3	GEOLOGY OF CALIFORNIA	3.0
GEOL 4	NATURAL DISASTERS	3.0
GEOL 7	WEATHER AND CLIMATE	3.0
GEOL 20 #	INTRODUCTION TO EARTH SCIENCE	4.0
GEOL 21	THE SOLAR SYSTEM	3.0
OR		
ASTR 21	THE SOLAR SYSTEM	3.0
GEOL 23 #	ENVIRONMENTAL GEOLOGY	4.0
OR		



ENV 23 #	ENVIRONMENTAL GEOLOGY	4.0
MS 4 #	SOUTHERN CALIFORNIA COASTAL ECOLOGY	4.0
MS 20 #	INTRODUCTION TO OCEANOGRAPHY	4.0
PHYS 2A * #	INTRODUCTION TO PHYSICS	5.0
PHYS 2B * #	INTRODUCTION TO PHYSICS	5.0
PHYS 4A * #	GENERAL PHYSICS	5.0
PHYS 4B * #	GENERAL PHYSICS	5.0
PHYS 4C * #	GENERAL PHYSICS	5.0
PHYS 20 #	THE IDEAS AND EVENTS OF PHYSICS	4.0
PHYS 30 * #	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0
B. Biological Science		
ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
OR		
ANTH 1H	HONORS BIOLOGICAL ANTHROPOLOGY	3.0
ANTH 1	BIOLOGICAL ANTHROPOLOGY	3.0
AND		
ANTH 1L * #	BIOLOGICAL ANTHROPOLOGY LABORATORY	5.0
BIO 3C * #	BIOCHEMISTRY AND MOLECULAR BIOLOGY	4.0
BIO 4A * #	PRINCIPLES OF CELLULAR BIOLOGY	3.0
BIO 4B	PRINCIPLES OF ORGANISMAL BIOLOGY	4.0
BIO 11 * #	HUMAN ANATOMY	4.0
BIO 12 * #	HUMAN PHYSIOLOGY	4.0
BIO 15 * #	GENERAL MICROBIOLOGY	3.0
BIO 19 #	MARINE BIOLOGY	1.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
BIO 28	PLANTS AND HUMAN AFFAIRS	3.0
BIO 30 *	HUMAN BIOLOGY	5.0
BIO 31 * #	BIOLOGY OF PLANTS	4.0
BIO 40	EVOLUTION	3.0
BIO 43 *	ANIMAL BEHAVIOR	3.0
ENV 5	BIODIVERSITY CONSERVATION	3.0
ENV 18 #	INTRODUCTION TO ECOLOGY	4.0
ENV 24 #	NATURAL HISTORY OF CALIFORNIA	4.0
HORT 20 #	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0
PSYC 3 *	BIOLOGICAL PSYCHOLOGY	4.0
C. Science Laboratory - One science MUST have a laboratory. # Denotes laboratory course		

**C. Science Laboratory – One science MUST have a laboratory. # Denotes laboratory course**

SPAN 6	INTERMEDIATE SPANISH GRAMMAR AND COMPOSITION	3.0
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**Area 6: Language Other than English – UC Requirement ONLY**

Proficiency equal to two years of study in one foreign language in high school with grades of "C" or better (Official copy of the high school transcript must be on file in Admissions and Records) OR Select one course from the following OR see a counselor for other options:

ARAB 1 *	ELEMENTARY ARABIC	5.0
ARAB 2 *	ELEMENTARY ARABIC	5.0
ARAB 3 *	INTERMEDIATE ARABIC	5.0
ARAB 4 *	INTERMEDIATE ARABIC	5.0

CHI 1 *	ELEMENTARY CHINESE	5.0
CHI 2 *	ELEMENTARY CHINESE	5.0
CHI 3 *	INTERMEDIATE CHINESE	5.0
CHI 4 *	INTERMEDIATE CHINESE	5.0
FR 1 *	ELEMENTARY FRENCH	5.0
FR 2 *	ELEMENTARY FRENCH	5.0
FR 3 *	INTERMEDIATE FRENCH	5.0
FR 4 *	INTERMEDIATE FRENCH	5.0
GER 1 *	ELEMENTARY GERMAN	5.0
GER 2 *	ELEMENTARY GERMAN	5.0
GER 3 *	INTERMEDIATE GERMAN	5.0
GER 4 *	INTERMEDIATE GERMAN	5.0
HEBR 1 *	ELEMENTARY HEBREW	5.0
HEBR 2 *	ELEMENTARY HEBREW	5.0
ITA 1 *	ELEMENTARY ITALIAN	5.0
ITA 2 *	ELEMENTARY ITALIAN	5.0
ITA 3 *	INTERMEDIATE ITALIAN	5.0
ITA 4 *	INTERMEDIATE ITALIAN	5.0
JA 1 *	ELEMENTARY JAPANESE	5.0
JA 2 *	ELEMENTARY JAPANESE	5.0
JA 3 *	INTERMEDIATE JAPANESE	5.0
JA 4 *	INTERMEDIATE JAPANESE	5.0
KOR 1 *	ELEMENTARY KOREAN	5.0
KOR 2 *	ELEMENTARY KOREAN	5.0
KOR 3 *	INTERMEDIATE KOREAN	5.0
KOR 4 *	INTERMEDIATE KOREAN	5.0
PORT 1 *	ELEMENTARY PORTUGUESE	5.0
PORT 2 *	ELEMENTARY PORTUGUESE	5.0
PORT 3 *	INTERMEDIATE PORTUGUESE	5.0
PORT 4 *	INTERMEDIATE PORTUGUESE	5.0
PRSN 1 *	ELEMENTARY PERSIAN	5.0
PRSN 2 *	ELEMENTARY PERSIAN	5.0
PRSN 3 *	INTERMEDIATE PERSIAN	5.0
PRSN 4 *	INTERMEDIATE PERSIAN	5.0
SL 1 *	AMERICAN SIGN LANGUAGE I	4.0
SL 2 *	AMERICAN SIGN LANGUAGE II	4.0
SL 3 *	AMERICAN SIGN LANGUAGE III	4.0
SL 4 *	AMERICAN SIGN LANGUAGE IV	4.0
SPAN 1 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 1H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 2 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 2H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 3 *	INTERMEDIATE SPANISH	5.0
SPAN 4 *	INTERMEDIATE SPANISH	5.0
SPAN 6 *	INTERMEDIATE SPANISH GRAMMAR AND COMPOSITION	3.0

Note: CSU Graduation requirements in U.S. History, Constituion, and American Ideals can be met by completing PS 1 or PS 1H AND one U.S. History course selected from HIST 16, 17 or 22.

**Note: CSU Graduation requirement in U.S. History, Constitution, and American Ideals can be met by completing PS 1 or PS 1H AND one U.S. History course selected from HIST 16, 17 or 22.**

**Total: 37.0**

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

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

## ILLUSTRATION/ANIMATION - A.A. Degree

### Summary

The Illustration/Animation Associate of Arts Program prepares students for entry-level animation and illustration employment in areas such as: editorial and product illustration, animation, motion design, multimedia design, digital image design, and responsive media. The program also provides coursework for professionals upgrading skills and focuses on methods for creating, synthesizing, manipulating, and delivering meaningful and effective visual content to the user/viewer in one or more of these areas.

### Learning Outcome(s):

- Use fundamental illustration and animation skills.
- Select and use appropriate illustration and animation software and hardware.
- Demonstrate skills typically found in the illustration and animation field.

### Requirements

Required Core:		Units: 28.0
ART 80	DRAWING I	3.0
<i>Select one</i>		3.0
GD 141	GRAPHIC RENDERING TECHNIQUES	3.0
OR		
ART 141	GRAPHIC RENDERING TECHNIQUES	3.0
GD 144	TYPOGRAPHY	3.0
<i>Select one</i>		3.0
GD 145	GRAPHIC ILLUSTRATION	3.0
OR		
ART 145	GRAPHIC ILLUSTRATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 149	DIGITAL ILLUSTRATION	3.0
GD 1	HISTORY OF ANIMATION	3.0
GD 150 *	DIGITAL ANIMATION	3.0
GD 210	MOTION GRAPHICS	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 28.0**

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

## ILLUSTRATION/ANIMATION - Certificate of Achievement

### Summary

The Illustration/Animation Certificate Program prepares students for entry-level animation and illustration employment in areas such as: editorial and product illustration, animation, motion design, multimedia design, digital image design, and responsive media. The program also provides coursework for professionals upgrading skills and focuses on methods for creating, synthesizing, and delivering meaningful and effective visual content to the user/viewer in one or more of these areas.

### Learning Outcome(s):

- Use fundamental illustration and animation skills.
- Select and use appropriate illustration and animation software and hardware.
- Demonstrate skills typically found in the illustration and animation field.

### Requirements

Required Core:		Units: 28.0
ART 80	DRAWING I	3.0
<i>Select one</i>		3.0
GD 141	GRAPHIC RENDERING TECHNIQUES	3.0
OR		
ART 141	GRAPHIC RENDERING TECHNIQUES	3.0
GD 144	TYPOGRAPHY	3.0
<i>Select one</i>		3.0
GD 145	GRAPHIC ILLUSTRATION	3.0
OR		
ART 145	GRAPHIC ILLUSTRATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 149	DIGITAL ILLUSTRATION	3.0
GD 1	HISTORY OF ANIMATION	3.0
GD 150 *	DIGITAL ANIMATION	3.0
GD 210	MOTION GRAPHICS	3.0
CWE 180	CO-OP-ED-GRAPHICS	1.0

**Total: 28.0**

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

## INDUSTRIAL AUTOMATION FUNDAMENTALS - Certificate of Achievement

### Summary

This certificate trains workers for entry-level employment and provides skill upgrading for existing workers in companies related to Industrial Automation. Typical jobs include Automation Control Specialist/Technician, Motion Control Specialist/Technician, Industrial Control Specialist/Technician, Electrical and/or Electronics Engineering Technician, Electro-Mechanical Technician, Industrial Engineering Technician, and Mechanical Engineering Technician. Major topics covered include electronics fundamentals, microcontroller programming and interfacing,

robotics fundamentals (theory, construction, and programming), motors and controls, programmable logic controllers, modern manufacturing processes and techniques, and basics of Computer Numerical Control (CNC) programming.

### Learning Outcome(s):

- Demonstrate knowledge of common electronic components, circuits, and test equipment: identify, describe, and determine the performance of common electronic components and circuits and properly use electronics test equipment to measure the performance.
- Demonstrate knowledge of common microcontrollers, software for programming them, and hardware interfacing with sensors: program a microcontroller to acquire information from sensors, perform analysis, and properly control an electronic circuit or system.
- Demonstrate knowledge of common industrial robots, including their hardware, software, and sensors: program a robot to perform specified tasks and respond properly to position and environmental sensors.
- Demonstrate knowledge of electric industrial motors and controls and programmable logic controllers (PLC's), including their hardware, software, and sensors: program a PLC to perform specified tasks and respond properly to a variety of industrial sensors.
- Demonstrate knowledge of how common materials are used in modern manufacturing: identify and describe the processing steps for metals, plastics, composites, and other common materials.
- Demonstrate knowledge of the major steps in Computer Numerical Control (CNC) programming: identify and describe CNC milling, programming, cycles, and completion of the production run.

## Requirements

Required Core:		Units: 23.0
ET 133	DC AND AC FUNDAMENTALS	4.0
ET 200 *	DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS	4.0
ET 114 *	DIGITAL ELECTRONIC CIRCUITS	4.0
ET 201	ROBOTICS FUNDAMENTALS	2.0
ET 250 *	MOTORS AND CONTROLS AND PROGRAMMABLE LOGIC CONTROLLERS	4.0
MFG 203	INTRODUCTION TO MANUFACTURING PROCESSES	2.0
MFG 207	CNC COMPUTER NUMERICAL CONTROL PROGRAMMING I	3.0

**Total: 23.0**

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

## INFANT TODDLER TEACHER - Certificate of Achievement

### Summary

The developmental and learning theory as well as appropriate strategies related to the unique care and education needs of children ages 0-36 months will be studied and applied. Family collaboration and relationship-based practices will be emphasized. This certificate prepares students to be competent and effective teachers and caregivers of infants and toddlers in a variety of home and center-based settings. It also meets the education requirements of the Teacher level of the Child Development Permit issued by the California Commission on Teacher Credentialing (CTC). Additional working experience with children is required to obtain the Permit.

A minimum grade of "C" in each course is required to earn the certificate and/or qualify for the Child Development Permit.

### Learning Outcome(s):

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political, and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the care and education of children ages 0-8 years.
- Demonstrate a range of skills and knowledge related to the unique needs of children ages 0-36 months.

- Apply developmental theory, knowledge of child development, developmentally, culturally, and linguistically appropriate practice, and research-based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment, and documentation skills that can be applied to interpretations of growth and development, planning, and identification of individual needs.
- Demonstrate professional skills including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy, and identification of personal qualifications in relationship to state and national requirements for teachers of young children.

## Requirements

### Required Core:

**Units: 34.0**

CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
CDE 111 *	CHILD GUIDANCE AND COMMUNICATION	3.0
CDE 112 *	HEALTH, SAFETY, AND NUTRITION	3.0
CDE 117 *	TEACHING IN A DIVERSE SOCIETY	3.0
CDE 120 *	OBSERVATION AND ASSESSMENT	3.0
CDE 121 *	PRACTICUM-THE STUDENT TEACHING EXPERIENCE	4.0
CDE 123 *	INFANT AND TODDLER DEVELOPMENT	3.0
CDE 133 *	CARE AND EDUCATION FOR INFANTS AND TODDLERS	3.0

### Required Breadth:

**Units: 16.0-19.0**

Students must complete Area 1, select one course from each of Areas 2, 3, and 4, and select one additional course from Area 2, 3, or 4.

#### Area 1:

ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0

#### Area 2:

MATH 10 *	INTRODUCTION TO STATISTICS	3.0
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
MATH 103 *	MATHEMATICAL IDEAS	3.0
GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
PHYS 30	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0

#### Area 3:

ANTH 2	CULTURAL ANTHROPOLOGY	3.0
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
SOC 30	SOCIAL PSYCHOLOGY	3.0
PS 1	AMERICAN GOVERNMENT	3.0
PS 1H	HONORS AMERICAN GOVERNMENT	3.0

#### Area 4:

ENG 142 *	CHILDREN'S LITERATURE	3.0
ARTH 20	ART APPRECIATION	3.0
MUS 1	THE BASICS OF MUSIC	3.0
MUS 20	MUSIC APPRECIATION	3.0
HORT 115	HISTORY OF LANDSCAPE DESIGN	3.0
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0

**Total: 50.0-53.0**

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

## INSTRUMENTAL STUDIES - Certificate of Achievement

### Summary

The completion of this Certificate of Achievement in Instrumental Studies prepares students for audition and transfer into a Bachelors of Arts in Music degree in Woodwind Studies, Percussion Studies or String Studies. This program is part of a group of stackable certificates in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes the skills necessary to pass a performance audition to a four-year music program, including the ability to perform a variety of classical music styles on a student's chosen instrument. There is an audition requirement for MUS 50, MUS 41, and MUS 42. During the auditions, students are expected to demonstrate college-level performance skills, which include phrasing, intonation, instrument tone, reading, and musical interpretation of classical music genres. Students cannot complete the program without passing these auditions. This certificate also fulfills a portion of the requirements for the Music AA and ADT. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Perform solo classical repertoire on their chosen instrument with appropriate technique, phrasing, intonation, and interpretation
- Perform within an ensemble using appropriate technique, phrasing, intonation and section balance

### Requirements

<b>Required Core:</b>		<b>Units: 10.0</b>
MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
MUS 50 * ^	APPLIED MUSIC	1.0
MUS 50 * ^	APPLIED MUSIC	1.0

<b>Required Ensembles: Complete two semesters from the following</b>		<b>Units: 4.0</b>
MUS 41 *	SYMPHONIC WIND ENSEMBLE	2.0
MUS 42 *	SYMPHONIC ORCHESTRA	2.0
MUS 43 *	STRING ORCHESTRA	2.0

<b>Restricted Electives:</b>		<b>Units: 3.0</b>
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MUS 20	MUSIC APPRECIATION	3.0
MUS 24	MUSIC SINCE 1900	3.0

**Total: 17.0**

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

^ Students must complete 2 semesters of Applied Music to earn the certificate.

## INTEGRATIVE HEALTH FOR FITNESS AND WELLNESS PROFESSIONALS - Certificate of Achievement

### Summary

Designed to supplement a variety of health, fitness, and wellness professionals with contemporary knowledge, integrative concepts, and alternative practices for optimal performance and health, as well as job placement and career advancement. Students will explore the connection between the physical, intellectual, emotional, and spiritual dimensions of health and wellness through a holistic approach to anatomy, physiology, subtle energy, human behavior, and environmental interactions. Courses will introduce complementary and alternative health practices and examine various preventative techniques and healing therapies used around the world. Within the provided pattern options, students are given the opportunity to further their knowledge in a variety of fields and competencies such as, yoga and aerobic exercise, fitness and sports performance, nutrition, psychology, and sociology. Courses will promote positive behavioral, social, and lifestyle changes while preparing individuals for professional careers and/or greater education within the fitness, health, and wellness industry. In addition to an advantage obtaining entry-level job positions at fitness, health and wellness centers, training facilities and studios, and alternative health care practices, upon completion of this certificate, individuals will gain an opportunity to start or advance in such careers/professions as (but not limited to), yoga instructor and/or continuing educational provider, aerobics instructor, personal trainer, fitness and performance specialist, and/or health and wellness coaching. Courses within this certification can fulfill continuing education hours/credits for those currently certified by nationally and globally recognized certifying bodies such as the American Council of Exercise (ACE) and Yoga Alliance (YA). Students who have completed the Holistic Health Studies certificate of achievement need only to complete one of the three pattern/emphasis options (each requiring three courses) to obtain this higher valued certificate. This certificate can also be completed fully online through the General Health and Wellness Emphasis pattern option.

### Learning Outcome(s):

- Demonstrate an understanding of contemporary health principles and how they can be applied within a holistic paradigm.
- Explain basic anatomy, physiology, subtle energy and behavioral principles through a holistic perspective while demonstrating an understanding of the effects of social and environmental factors.
- Describe core principles and techniques used in a variety of complementary and alternative health practices and demonstrate how they can be appropriately integrated into a selection of fitness and wellness professions.
- Identify integrative health principles, techniques, and practices that are highly beneficial for individuals and professionals in emphasized occupations within the fitness and wellness field.
- Create a customized integrative health plan within a specific occupation of fitness, performance, health, and wellness.
- Explain the importance and benefits of having an integrative health education background and the positive impact it can have within a variety of fitness, health, and wellness occupations.

### Requirements

#### Required Core:

**Units: 13.0**

HLTH 1	CONTEMPORARY HEALTH ISSUES	3.0
KNES 220	HOLISTIC HEALTH - UNDERLYING MECHANISMS	3.0
KNES 121	COMPLEMENTARY AND ALTERNATIVE HEALTH PRACTICES	3.0
KNES 222	INTRODUCTION TO AYURVEDA	3.0

KNES 207 TRAINING AND THEORY OF THE YOGIC ENERGY SYSTEM 1.0

**Restricted Electives:****Units: 8.0-9.0**

<i>Select one pattern:</i>		8.0-9.0
<i>Pattern 1: Yoga and Aerobic Exercise Emphasis</i>		9.0
KNES 60 *	ANATOMY AND FUNDAMENTALS OF YOGA	3.0
KNES 61 *	TEACHING OF YOGA	3.0
KNES 62 *	PHILOSOPHY OF YOGA	3.0
<i>Pattern 2: Fitness and Performance Emphasis</i>		8.0
KNES 110	THEORY AND TECHNIQUES OF PERSONAL TRAINING	3.0
KNES 112	THE PROFESSION OF PERSONAL TRAINING	2.0
KNES 105	MENTAL SKILLS FOR SPORTS PERFORMANCE	3.0
OR		
FN 164	SPORTS NUTRITION	3.0
<i>Pattern 3: General Health and Wellness Emphasis</i>		9.0
FN 50	FUNDAMENTALS OF NUTRITION	3.0
PSYC 30 *	SOCIAL PSYCHOLOGY	3.0
OR		
SOC 30 *	SOCIAL PSYCHOLOGY	3.0
<i>And Select 3 units from the following courses:</i>		3.0
FN 160	NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS	3.0
FN 164	SPORTS NUTRITION	3.0
FN 169 *	LIFECYCLE NUTRITION	3.0
KNES 60 *	ANATOMY AND FUNDAMENTALS OF YOGA	3.0
KNES 110	THEORY AND TECHNIQUES OF PERSONAL TRAINING	3.0
KNES 105	MENTAL SKILLS FOR SPORTS PERFORMANCE	3.0
PSYC 33	PSYCHOLOGY OF ADJUSTMENT	3.0
PSYC 25 *	PSYCHOLOGY OF AGING	3.0

**Total: 21.0-22.0**

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

## INTERIOR DESIGN - A.S. Degree

### Summary

The Interior Design Associate of Science (AS) degree provides students with a comprehensive professionally-focused academic foundation to pursue multiple careers in interior design. Students will receive a strong background in design and color theories, history of interior architecture and furnishings, space planning, lighting, materials and products, building systems and codes, design process, manual and computer-aided design and visual communication. They will acquire technical skills, critical thinking, creative problem solving, and practical applications necessary to obtain various entry-level positions in the interior design field. The Interior Design AS degree is part of a stackable sequence of awards and requires completion of the Level II certificate program and Saddleback College general education requirements. This is a high unit major due to industry requirements for employment therefore the combination of the major units and general education required for this degree may take longer than two years to complete. Employment opportunities include design assistants for residential and model home designers, color or lighting consultants, CADD specialists, 3D renderers, e-designers, design journalists, space planners, or interior design positions as part of a larger design team. Students who complete the Interior Design AS degree will meet the minimum required units and

educational standards established by the California Council for Interior Design Certification (CCIDC) for eligibility to sit for the Interior Design Certification Exam (IDEX), the first step towards pursuing a qualification as a Certified Interior Designer (CID).

### Learning Outcome(s):

- Demonstrate knowledge of design and color theories, interior design history, products and materials, space planning, lighting, building systems and codes.
- Utilize manual and computer-aided drawing, rendering, visualization, and presentation techniques for effective visual communication.
- Apply the design process and critical thinking to develop interior design solutions for residential and commercial environments.
- Acquire interior design skills and knowledge to pursue the Level III — Interior Design Professional certificate.

## Requirements

### Required Core:

**Units: 44.0**

ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
ID 112	DRAFTING FOR INTERIORS	2.0
ID 114	APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN	3.0
ID 133	SKETCHING AND RENDERING FOR INTERIOR DESIGN	3.0
ID 115 *	CAD FOR INTERIOR DESIGN	3.0
ID 118 *	DIGITAL PRESENTATION FOR INTERIOR DESIGN	3.0
ID 111 *	INTERIOR DESIGN STUDIO I	3.0
ID 116	INTERIOR MATERIALS AND PRODUCTS	3.0
ID 122	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I	3.0
ID 125	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS II	3.0
ID 121 *	SPACE PLANNING	3.0
ID 131 *	DIGITAL VISUALIZATION FOR INTERIOR DESIGN	3.0
ID 132 *	INTERIOR BUILDING SYSTEMS AND CODES	3.0
ID 126 *	INTERIOR DESIGN STUDIO II	3.0
ID 127 *	FUNDAMENTALS OF LIGHTING	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 44.0**

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

## INTERIOR DESIGN DIGITAL PRODUCTION - Certificate of Achievement

### Summary

The Interior Design Digital Production certificate program provides students with digital design skills for entry-level employment or professional career advancement in interior design and related fields. Through a series of computer-based courses students receive specialized training in various industry-standard software applications

and acquire technical skills and practical knowledge in digital drafting, 3D modeling, rendering, visualization, and digital presentation for interior design projects. Employment opportunities include entry-level technical positions in a wide range of design disciplines such as design assistants with digital skills in residential and commercial firms, CAD technicians, CAD operators for contractors and furniture dealers and manufacturers, drafters, 3D renderers, e-designers, and digital rendering artists. The courses in this program can be applied towards the AS degree in Interior Design and certificates in Interior Design Foundations, Interior Design, and Interior Design Professional.

### Learning Outcome(s):

- Apply knowledge of industry-standard software applications to digital production of interior design project materials.
- Demonstrate the ability to communicate designs and projects through digital drafting, 3D modeling, rendering, visualization, and digital presentation.

## Requirements

### Required Core:

**Units: 17.0**

ID 112	DRAFTING FOR INTERIORS	2.0
ID 115 *	CAD FOR INTERIOR DESIGN	3.0
ID 118 *	DIGITAL PRESENTATION FOR INTERIOR DESIGN	3.0
ID 131 *	DIGITAL VISUALIZATION FOR INTERIOR DESIGN	3.0
ID 134 *	ADVANCED CAD FOR INTERIOR DESIGN	3.0
ID 136 *	REVIT FOR INTERIOR DESIGN	3.0

**Total: 17.0**

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

## ITALIAN - A.A. Degree

### Summary

The curriculum in the Italian program is designed to provide the student the opportunity to achieve an Associate of Arts in Italian degree by providing the necessary breadth in the field. Students who complete the Associate of Arts Degree in Italian will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

An Italian degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the Italian program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in Italian degree.

### Learning Outcome(s):

- Accurately interpret written sections in Italian.
- Accurately interpret spoken language in Italian.
- Demonstrate proficient conversational skills in Italian.
- Demonstrate knowledge of the history, politics, literature, culture and arts of the Italian speaking countries as well as people who speak Italian.

## Requirements

### Required Core:

**Units: 23.0**

ITA 1 *	ELEMENTARY ITALIAN	5.0
ITA 2 *	ELEMENTARY ITALIAN	5.0
ITA 3 *	INTERMEDIATE ITALIAN	5.0
ITA 4 *	INTERMEDIATE ITALIAN	5.0
ITA 21 *	INTRODUCTION TO ITALIAN CULTURE	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## JAPANESE - A.A. Degree

### Summary

The curriculum in the Japanese program is designed to provide the student the opportunity to achieve an Associate of Arts in Japanese degree by providing the necessary breadth in the field. Students who complete the Associate of Arts Degree in Japanese will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

A Japanese degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the Japanese program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in Japanese degree.

### Learning Outcome(s):

- Accurately interpret written sections in Japanese.
- Accurately interpret spoken language in Japanese.
- Demonstrate proficient conversational skills in Japanese.
- Demonstrate knowledge of the history, politics, literature, culture and arts of Japan and people who speak Japanese.

### Requirements

<b>Required Core:</b>		<b>Units: 23.0</b>
JA 1 *	ELEMENTARY JAPANESE	5.0
JA 2 *	ELEMENTARY JAPANESE	5.0
JA 3 *	INTERMEDIATE JAPANESE	5.0
JA 4 *	INTERMEDIATE JAPANESE	5.0
JA 21 *	INTRODUCTION TO JAPANESE CULTURE	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## JAZZ COMPOSITION - Certificate of Achievement

### Summary

The completion of this Certificate of Achievement in Jazz Composition prepares students for audition and transfer into a Bachelors of Arts in Music degree in Jazz Composition. This program is part of a group of stackable certificates in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes the skills necessary to pass a performance audition to a four-year music program, including the ability to perform a variety of jazz music styles on a student's chosen instrument. This program also emphasizes jazz composition and arranging and prepares students to submit their composition portfolios as part of their application for transfer. This certificate also fulfills a portion of the requirements for the Music AA and ADT. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical and jazz forms, including Theme and Variations, Rondo, Sonata, Blues, Rhythm Changes, American Standards, and different eras of African American influenced music
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Compose for small, medium and large jazz ensembles
- Notate 4-way close, quartal, cluster and other types of voicing techniques
- Identify historically important jazz composers

### Requirements

#### Required Core:

**Units: 12.5**

MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
MUS 46 *	JAZZ IMPROVISATION I	1.5
MUS 14 *	JAZZ COMPOSITION AND ARRANGING	3.0

#### Required Ensembles: Complete one semester from the following

**Units: 2.0**

MUS 47 *	SADDLEBACK COLLEGE BIG BAND	2.0
MUS 140 *	IMPROVISED MUSIC IN A JAZZ COMBO	2.0
MUS 148	JAZZ ENSEMBLE	2.0

#### Restricted Electives:

**Units: 1.5-3.0**

MUS 130	MUSIC PRODUCTION I	2.5
MUS 112A *	JAZZ PIANO I	1.5
MUS 190 *	JAZZ IMPROVISATION II	3.0

**Total: 16.0-17.5**

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

## JAZZ STUDIES - Certificate of Achievement

### Summary

The completion of this Certificate of Achievement in Jazz Studies prepares students for audition and transfer into a Bachelors of Arts in Music degree in Jazz Studies. This program is part of a group of stackable certificates in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes the skills necessary to pass a performance audition to a four-year music program, including the ability to perform a variety of jazz music styles on a student's chosen instrument. There is an audition requirement for MUS 50 and MUS 47. During the auditions, students are expected to demonstrate college-level performance skills, which include phrasing, intonation, instrument tone, reading, and musical interpretation of jazz music genres. Students cannot complete the program without passing these auditions. This certificate also fulfills a portion of the requirements for the Music AA and ADT. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Perform in a jazz combo and Big Band using proper phrasing and style
- Understand the theoretical, cultural and stylistic distinctions of different jazz eras

### Requirements

<b>Required Core:</b>		<b>Units: 14.5</b>
MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
MUS 50 * ^	APPLIED MUSIC	1.0
MUS 50 * ^	APPLIED MUSIC	1.0
MUS 46 *	JAZZ IMPROVISATION I	1.5
MUS 190 *	JAZZ IMPROVISATION II	3.0

<b>Required Ensembles: Complete two semesters from the following</b>		<b>Units: 4.0</b>
MUS 47 *	SADDLEBACK COLLEGE BIG BAND	2.0
MUS 140 *	IMPROVISED MUSIC IN A JAZZ COMBO	2.0
MUS 148	JAZZ ENSEMBLE	2.0

**Total: 18.5**

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

^ Students must complete 2 semesters of Applied Music to earn the certificate.



## JOURNALISM - AA-T Degree

### Summary

Upon completion of the Associate in Arts in Journalism for Transfer degree, students will have a strong foundation in reporting and producing news content, as well as an understanding of the media industry, First Amendment, and professional standards. Students will also have the opportunity to gain practical experience producing multi-dimensional content for student news publications and emerging platforms. Students who earn an associate degree this degree transfer as Journalism majors or into other related majors such as Communications, Broadcast and Electronic Communication Arts, Media Studies, Integrated Media, English, Advertising, Radio & Television, Broadcasting, and Visual Studies.

Jobs earned with journalism writing and media skills range from reporting for newspapers and magazines to online contributors, book editing, broadcast for news stations, producing content for radio, copyediting, grant writing, graphic and page designing, photography, research analysts, social media manager, technical writing, web managing, and public relations, which is the most common career path for most journalism majors.

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

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Demonstrate a range of skills necessary for work as photographers, video journalists, designers, etc. in editorial departments of news organizations, magazines, industrial in-house publications, emerging businesses in media and related industries.
- Demonstrate an understanding of the First Amendment, media history and current trends in the industry.
- Demonstrate an understanding of professional standards, ethics and media law.
- Demonstrate practical skills and understanding of convergence, multimedia, emerging technology and innovation in journalism and the media industry.

### Requirements

#### Required Core:

**Units:** 19.0-23.0

<i>Select one</i>		3.0
JRN 1	MASS MEDIA AND SOCIETY	3.0
OR		
CTVR 1	MASS MEDIA AND SOCIETY	3.0
JRN 2	NEWS WRITING	3.0
<i>Select one</i>		4.0
JRN 111	NEWS MEDIA PRODUCTION AND EDITING	4.0
OR		
JRN 112	NEWS MEDIA PRODUCTION, BLOGGING AND SOCIAL MEDIA	4.0

<i>Group A:</i>		3.0
JRN 106	VIDEO JOURNALISM	3.0
<i>Group B: Select two of the following courses</i>		6.0-10.0
MATH 10	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
ECON 4	PRINCIPLES (MICRO)	3.0
OR		
ECON 4H	HONORS PRINCIPLES OF MICROECONOMICS	3.0
ECON 2	PRINCIPLES (MACRO)	3.0
OR		
ECON 2H	HONORS PRINCIPLES OF MACROECONOMICS	3.0
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0
PS 12	COMPARATIVE POLITICS AND GOVERNMENT	3.0
ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH	HONORS PRINCIPLES OF COMPOSITION II	3.0
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0
PHIL 12 *	INTRODUCTION TO LOGIC	3.0
COMM 3	ARGUMENTATION AND DEBATE	3.0
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0
CTVR 5	HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA	3.0
CTVR 7	CROSS CULTURAL CINEMA	3.0
CTVR 9	WOMEN IN CINEMA AND TELEVISION	3.0
CHI 1 *	ELEMENTARY CHINESE	5.0
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
ES 1	INTRODUCTION TO ETHNIC STUDIES	3.0
ENV 24	NATURAL HISTORY OF CALIFORNIA	4.0
FR 1 *	ELEMENTARY FRENCH	5.0
MATH 2 *	PRE-CALCULUS MATHEMATICS	5.0
MUS 27	HISTORY OF JAZZ	3.0
MUS 28	HISTORY OF ROCK	3.0
PHOT 25	HISTORY OF PHOTOGRAPHY	3.0
SL 1 *	AMERICAN SIGN LANGUAGE I	4.0
SPAN 1 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 1H *	HONORS ELEMENTARY SPANISH	5.0

COMM 1	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H	HONORS COMMUNICATION FUNDAMENTALS	3.0
GSS 10	INTRODUCTION TO WOMEN'S STUDIES	3.0
OR		
GSS 10H	HONORS INTRO TO WOMEN'S STUDIES	3.0

**Total: 19.0-23.0**

## JOURNALISM AND NEW MEDIA - A.S. Degree

### Summary

The curriculum in the Journalism and New Media Associate of Science degree provides the range of skills necessary for work in editorial departments of news organizations, magazines, industrial in-house publications, public relations, and emerging businesses in media and related industries. This program provides background and experience needed by persons who may be employed as photographers, video journalists, designers, and others.

Journalism and New Media program at Saddleback College seeks to give students an understanding of the media industry and First Amendment. Students develop their reporting and editing skills for a variety of media platforms, public relations, and new and emerging businesses in the media and related industries.

In production courses, students receive hands-on training producing multi-dimensional content for student media publications on a variety of platforms. In skills classes, students learn the fundamentals of producing media content, interviewing, reporting, writing stories, news judgment, visual journalism, and social media and are introduced to media law, ethics, and professional standards. An emphasis is placed on emerging technology.

### Learning Outcome(s):

- Demonstrate a range of skills necessary for work in editorial departments of news organizations, magazines, and industrial in-house publications.
- Demonstrate a range of skills necessary for work in public relations, media and communications organizations, and startups.
- Successfully complete practical experiences needed by persons who may be employed as journalists, editors, photographers, video journalists, designers, and media professionals and related occupations.

### Requirements

#### Required Core:

**Units: 13.0**

<i>Select one</i>		3.0
CTVR 1	MASS MEDIA AND SOCIETY	3.0
OR		
JRN 1	MASS MEDIA AND SOCIETY	3.0
JRN 2 *	NEWS WRITING	3.0
<i>Select one</i>		3.0
JRN 106 *	VIDEO JOURNALISM	3.0
OR		
CTVR 106 *	VIDEO JOURNALISM	3.0
<i>Select one</i>		4.0
JRN 111 * £	NEWS MEDIA PRODUCTION AND EDITING	4.0
OR		

JRN 112 * £	NEWS MEDIA PRODUCTION, BLOGGING AND SOCIAL MEDIA	4.0
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**Restricted Electives: Select 3-4 courses****Units: 10.0**

BUS 105	SOCIAL MEDIA MARKETING	3.0
CTVR 101	VIDEO PRODUCTION BASICS	3.0
CTVR 129 *	DOCUMENTARY PRODUCTION	3.0
CTVR 191	VOICE-OVER AND ANNOUNCING	3.0
ENG 160 *	LITERARY MAGAZINE	3.0
JRN 108 *	INTRO TO PODCASTING AND AUDIO STORYTELLING	3.0
JRN 111 * £	NEWS MEDIA PRODUCTION AND EDITING	4.0
JRN 112 * £	NEWS MEDIA PRODUCTION, BLOGGING AND SOCIAL MEDIA	4.0
JRN 125	MAGAZINE JOURNALISM	3.0
CWE 180	CO-OP-ED JOURNALISM	1.0
OR		
CWE 180	CO-OP-ED JOURNALISM	2.0
GD 144	TYPOGRAPHY	3.0
GD 145	GRAPHIC ILLUSTRATION	3.0
OR		
ART 145	GRAPHIC ILLUSTRATION	3.0
GD 147	INTRODUCTION TO COMPUTER GRAPHICS	3.0
GD 151	DIGITAL LAYOUT AND DESIGN	3.0
GSS 31	GENDER AND POPULAR CULTURE	3.0
PHOT 50	DIGITAL PHOTOGRAPHY I	3.0
PHOT 51 *	INTRODUCTION TO PHOTOSHOP AND DIGITAL IMAGING	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

£ Course can be taken as either a core requirement or restricted elective; it may not be counted as both.

**KEYBOARD STUDIES - Certificate of Achievement****Summary**

The completion of this Certificate of Achievement in Keyboard Studies prepares students for audition and transfer into a Bachelors of Arts in Music degree in Keyboard Studies. This program is part of a group of stackable certificates in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes the skills necessary to pass a performance audition to a four-year music program, including the ability to perform a variety of keyboard styles. There is an audition

requirement for MUS 50. During the auditions, students are expected to demonstrate college-level performance skills, which include phrasing, tone, reading, and musical interpretation of keyboard music genres. Students cannot complete the program without passing these auditions. This certificate also fulfills a portion of the requirements for the Music AA and ADT. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Perform solo and ensemble keyboard repertoire with appropriate technique, phrasing, intonation, and interpretation
- Perform solo and within an ensemble using appropriate technique, phrasing, intonation and section balance
- Identify the distinctions between historically important composers for piano, organ, and harpsichord, including chamber music and concerti

## Requirements

### Required Core:

**Units: 10.0**

MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
MUS 50 * ^	APPLIED MUSIC	1.0
MUS 50 * ^	APPLIED MUSIC	1.0

### Required Ensembles: Complete two semesters from the following

**Units: 3.0**

MUS 64 *	PIANO ENSEMBLE	1.5
MUS 65 *	PIANO ACCOMPANYING	1.5

### Restricted Electives:

**Units: 4.0-5.0**

MUS 86 *	INTRODUCTION TO HARPSICHORD TECHNIQUE AND LITERATURE	2.0
MUS 87 *	HARPSICHORD LITERATURE AND TECHNIQUE II - LATE BEGINNER	2.0
MUS 88 *	HARPSICHORD LITERATURE AND TECHNIQUE III -EARLY INTERMEDIATE	2.0
MUS 89 *	HARPSICHORD LITERATURE AND TECHNIQUE IV -LATE INTERMEDIATE	2.0
MUS 96 *	INTRODUCTION TO ORGAN TECHNIQUE AND LITERATURE CLASS	2.0
MUS 97 *	ORGAN TECHNIQUE AND LITERATURE CLASS LATE BEGINNING	2.0
MUS 98 *	ORGAN TECHNIQUE AND LITERATURE CLASS INTERMEDIATE (A), EARLY	2.0
MUS 99 *	ORGAN TECHNIQUE AND LITERATURE CLASS INTERMEDIATE (B), LATE	2.0
MUS 56 *	ADVANCED PIANO	2.5
MUS 58 *	PIANO REPERTOIRE AND PERFORMANCE PROCEDURES	2.5

**Total: 17.0-18.0**

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

^ Students must complete 2 semesters of Applied Music to earn the certificate.

## KINESIOLOGY - A.A. Degree

### Summary

The curriculum in the Kinesiology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. Kinesiology provides a critical element in a comprehensive, well-balanced educational program. The learning opportunities offered in this area can be an essential factor to the optimum development of a student in all areas of life; physical, mental, emotional, and social. Kinesiology courses contribute significantly toward the achievement of desirable educational outcomes, such as transfer to four-year colleges and universities into majors such as Kinesiology with an Option in Fitness at CSU Long Beach, and prepares students for successful outcomes through the means of physical activity and related experiences. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Demonstrate cognitive knowledge of fitness terminology and training in a specific subject area.
- Correctly perform the skills or strategy for a particular fitness activity or sport.
- Display affective gains through social interactions, teamwork, and sportsmanship in Kinesiology courses.
- Distinguish and articulate fundamental concepts or skills of a specific activity or sport.

## Requirements

### Required Core:

**Units: 23.5-27.5**

FN 50 ♦	FUNDAMENTALS OF NUTRITION	3.0
<i>Select one</i>		3.0
HLTH 1	CONTEMPORARY HEALTH ISSUES	3.0
OR		
HLTH 3	WOMEN'S HEALTH ISSUES	3.0
HLTH 2	FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5
KNES 51	INTRODUCTION TO KINESIOLOGY	3.0
KNES 52	FUNDAMENTALS OF HUMAN MOVEMENT	3.0
<i>Select one</i>		0.0-4.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
OR		
One year of high school biology with a grade of "C" or better		
BIO 11 * ♦	HUMAN ANATOMY	4.0
<i>Select one</i>		3.0
PSYC 1 ♦	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H ♦	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
<i>Training and Theory: Select one</i>		3.0
KNES 53	INTRODUCTION TO ATHLETIC TRAINING	3.0
OR		
KNES 54 *	PRINCIPLES AND FUNDAMENTALS OF COACHING	3.0
OR		
KNES 105	MENTAL SKILLS FOR SPORTS PERFORMANCE	3.0

### Required Movement Based Skill courses: Select 4 courses from the following in at least 4 areas

**Units: 4.0**

*Aquatics*

KNES 41 <<	SWIMMING FOR NONSWIMMERS	1.0
OR		
KNES 42 * <<	INTERMEDIATE SWIMMING	1.0
KNES 44 *	AQUATIC CONDITIONING	1.0
KNES 49	AQUA AEROBICS	1.0

*Combative*

KNES 90	BEGINNING SELF-DEFENSE	1.0
KNES 93	BEGINNING KARATE	1.0

*Fitness*

KNES 1	CARDIOVASCULAR CONDITIONING	1.0
KNES 4	BEGINNING WEIGHT LIFTING	1.0
KNES 28	BEGINNING YOGA	1.0
KNES 68 *	WALKING FOR FITNESS	1.0

*Individual Sports*

KNES 17	BEGINNING BOWLING	1.0
KNES 20	BEGINNING GOLF I	1.0
KNES 24	BEGINNING TENNIS I	1.0
KNES 25	BEGINNING TENNIS II	1.0

*Team Sports*

KNES 70	BASKETBALL	1.0
KNES 72	BEGINNING SOCCER	1.0
KNES 76	BEGINNING VOLLEYBALL	1.0
KNES 77 *	INTERMEDIATE VOLLEYBALL	1.0
KNES 78 *	ADVANCED VOLLEYBALL	1.0
KNES 81	BEGINNING BEACH VOLLEYBALL	1.0

**Select one additional Movement Based Skill course from the following six categories**

**Units: 1.0-1.5**

*Aquatics*

KNES 41 <<	SWIMMING FOR NONSWIMMERS	1.0
KNES 41 <<	SWIMMING FOR NONSWIMMERS	1.5
KNES 42 * <<	INTERMEDIATE SWIMMING	1.0
KNES 42 * <<	INTERMEDIATE SWIMMING	1.5
KNES 43 *	ADVANCED SWIMMING AND DIVING	1.0
KNES 43 *	ADVANCED SWIMMING AND DIVING	1.5
KNES 44 *	AQUATIC CONDITIONING	1.0
KNES 44 *	AQUATIC CONDITIONING	1.5
KNES 49	AQUA AEROBICS	1.0
KNES 49	AQUA AEROBICS	1.5

*Combative*

KNES 90	BEGINNING SELF-DEFENSE	1.0
KNES 91 *	INTERMEDIATE SELF DEFENSE	1.0
KNES 93	BEGINNING KARATE	1.0
KNES 97 *	INTERMEDIATE KARATE	1.0
KNES 199	STREET MARTIAL ARTS	1.0



*Fitness*

KNES 1	CARDIOVASCULAR CONDITIONING	1.0
KNES 1	CARDIOVASCULAR CONDITIONING	1.5
KNES 3	CIRCUIT WEIGHT TRAINING	1.0
KNES 3	CIRCUIT WEIGHT TRAINING	1.5
KNES 4	BEGINNING WEIGHT LIFTING	1.0
KNES 4	BEGINNING WEIGHT LIFTING	1.5
KNES 5 *	INTERMEDIATE WEIGHT LIFTING	1.0
KNES 5 *	INTERMEDIATE WEIGHT LIFTING	1.5
KNES 6 *	ADVANCED WEIGHT LIFTING	1.0
KNES 6 *	ADVANCED WEIGHT LIFTING	1.5
KNES 8	BEGINNING CARDIO KICKBOXING	1.0
KNES 8	BEGINNING CARDIO KICKBOXING	1.5
KNES 9	STRETCHING, FLEXIBILITY, AND CONDITIONING	1.0
KNES 9	STRETCHING, FLEXIBILITY, AND CONDITIONING	1.5
KNES 10	CROSS TRAINING	1.0
KNES 10	CROSS TRAINING	1.5
KNES 28	BEGINNING YOGA	1.0
KNES 28	BEGINNING YOGA	1.5
KNES 31	MUSCLE TONING FOR WOMEN	1.0
KNES 31	MUSCLE TONING FOR WOMEN	1.5
KNES 38 *	INTERMEDIATE MAT PILATES	1.0
KNES 38 *	INTERMEDIATE MAT PILATES	1.5
KNES 39 *	INTERMEDIATE YOGA	1.0
KNES 39 *	INTERMEDIATE YOGA	1.5
KNES 40 *	ADVANCED YOGA	1.0
KNES 40 *	ADVANCED YOGA	1.5
KNES 65	INTRODUCTION TO MAT PILATES	1.0
KNES 65	INTRODUCTION TO MAT PILATES	1.5
KNES 66	CORE TRAINING	1.0
KNES 66	CORE TRAINING	1.5
KNES 68 *	WALKING FOR FITNESS	1.0
KNES 107	FITNESS ASSESSMENT AND SURVEY	1.0

*Individual Sports*

KNES 17	BEGINNING BOWLING	1.0
KNES 18 *	INTERMEDIATE BOWLING	1.0
KNES 19	BEGINNING CYCLING AND SPINNING	1.0
KNES 19	BEGINNING CYCLING AND SPINNING	1.5
KNES 20	BEGINNING GOLF I	1.0
KNES 21 *	BEGINNING GOLF II	1.0
KNES 22 *	INTERMEDIATE GOLF	1.0
KNES 23 *	ADVANCED GOLF	1.0
KNES 24	BEGINNING TENNIS I	1.0
KNES 24	BEGINNING TENNIS I	1.5
KNES 25 *	BEGINNING TENNIS II	1.0
KNES 25 *	BEGINNING TENNIS II	1.5
KNES 26 *	INTERMEDIATE TENNIS	1.0
KNES 26 *	INTERMEDIATE TENNIS	1.5
KNES 27 *	ADVANCED TENNIS	1.0
KNES 27 *	ADVANCED TENNIS	1.5

KNES 35 *	INTERMEDIATE SURFING	1.0
KNES 36 *	ADVANCED SURFING	1.0
KNES 63	BEGINNING ROCK CLIMBING	1.0
KNES 88 *	INTERMEDIATE ROCK CLIMBING	1.0
KNES 89 *	ADVANCED ROCK CLIMBING	1.0

#### Team Sports

KNES 70	BASKETBALL	1.0
KNES 70	BASKETBALL	1.5
KNES 71 *	ADVANCED BASKETBALL	1.0
KNES 71 *	ADVANCED BASKETBALL	1.5
KNES 72	BEGINNING SOCCER	1.0
KNES 72	BEGINNING SOCCER	1.5
KNES 73 *	ADVANCED SOCCER	1.0
KNES 73 *	ADVANCED SOCCER	1.5
KNES 76	BEGINNING VOLLEYBALL	1.0
KNES 77 *	INTERMEDIATE VOLLEYBALL	1.0
KNES 78 *	ADVANCED VOLLEYBALL	1.0
KNES 81	BEGINNING BEACH VOLLEYBALL	1.0
KNES 84 *	INTERMEDIATE BEACH VOLLEYBALL	1.0
KNES 175	FUTSAL-INDOOR SOCCER	1.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 28.5-33.0**

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

< < Students may take either KNES 41 or KNES 42 but not both.

◆ A grade of C or better is required.

## KINESIOLOGY - AA-T Degree

### Summary

The Kinesiology major consists of courses appropriate for an Associate in Arts in Kinesiology for Transfer degree, which provides a foundational understanding of the discipline, a breadth of coursework in the discipline, and preparation for transfer to any CSU that accepts the AA-T. Students who complete the Associate in Arts in Kinesiology for Transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Associate Degree for Transfer requirements (pursuant to SB1440, §66746)**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Demonstrate a beginning level of knowledge, skill, theory and strategy in at least one sport or physical activity.
- Explain and apply basic physiological principles of human movement in exercise and sports settings.
- Demonstrate an understanding of the structure and function of the body in human performance.
- Recognize the principles of physical fitness development and maintenance as well as the body's responses to physical activity.
- Acquire an understanding of those factors instrumental in the development and performance of motor skills.
- Demonstrate an understanding of the value and significance of physical activity for human interactions, and quality of life.
- Analyze the history, research, and current information in Kinesiology and their current applications.
- Use campus and/or community resources to participate actively in their own education.
- Display leadership, cooperation, sportsmanship and integrity through active participation in fitness and sports.
- Encourage and promote the value of lifelong learning and quality of life through health, sport, fitness and physical activity.

### Requirements

#### Required Core:

**Units:** 14.0-15.5

KNES 51	INTRODUCTION TO KINESIOLOGY	3.0
BIO 11 *	HUMAN ANATOMY	4.0
BIO 12	HUMAN PHYSIOLOGY	4.0

Select a maximum of one course each from any three of the following movement-based course areas: 3.0-4.5

#### *Aquatics*

KNES 41	SWIMMING FOR NONSWIMMERS	1.0
KNES 41	SWIMMING FOR NONSWIMMERS	1.5
KNES 42 *	INTERMEDIATE SWIMMING	1.0
KNES 42 *	INTERMEDIATE SWIMMING	1.5
KNES 44 *	AQUATIC CONDITIONING	1.0
KNES 44 *	AQUATIC CONDITIONING	1.5

#### *Combatives*

KNES 90	BEGINNING SELF-DEFENSE	1.0
KNES 93	BEGINNING KARATE	1.0

#### *Fitness*

KNES 1	CARDIOVASCULAR CONDITIONING	1.0
KNES 1	CARDIOVASCULAR CONDITIONING	1.5
KNES 8	BEGINNING CARDIO KICKBOXING	1.0
KNES 8	BEGINNING CARDIO KICKBOXING	1.5
KNES 50	AEROBIC DANCE	1.0
KNES 50	AEROBIC DANCE	1.5
KNES 65	INTRODUCTION TO MAT PILATES	1.0

KNES 65	INTRODUCTION TO MAT PILATES	1.5
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**Individual Sports**

KNES 20	BEGINNING GOLF I	1.0
KNES 24	BEGINNING TENNIS I	1.0
KNES 24	BEGINNING TENNIS I	1.5
KNES 25 *	BEGINNING TENNIS II	1.0
KNES 25 *	BEGINNING TENNIS II	1.5
KNES 26 *	INTERMEDIATE TENNIS	1.0
KNES 26 *	INTERMEDIATE TENNIS	1.5

**Team Sports**

KNES 70	BASKETBALL	1.0
KNES 70	BASKETBALL	1.5
KNES 71 *	ADVANCED BASKETBALL	1.0
KNES 71 *	ADVANCED BASKETBALL	1.5
KNES 72	BEGINNING SOCCER	1.0
KNES 72	BEGINNING SOCCER	1.5
KNES 76	BEGINNING VOLLEYBALL	1.0
KNES 77 *	INTERMEDIATE VOLLEYBALL	1.0
KNES 81	BEGINNING BEACH VOLLEYBALL	1.0

**List A: Select two courses from the following****Units: 7.0-10.0**

MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
CHEM 108	INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY	4.0
OR		
CHEM 1A *	GENERAL CHEMISTRY	5.0
PHYS 2A *	INTRODUCTION TO PHYSICS	5.0
OR		
PHYS 4A *	GENERAL PHYSICS	5.0

**Total: 21.0-25.5**

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

**KINESIOLOGY - EXERCISE SCIENCE - A.A. Degree****Summary**

The Kinesiology - Exercise Science A.A. degree is designed to prepare students for higher education and careers in athletic training, physical therapy, and other exercise physiology/science-related fields. Students will obtain essential knowledge and skills to examine human movement, analyze the effects of physical activity on the body, and apply preventative and rehabilitative theories and techniques. Students will study foundational anatomy, physiology, biomechanics, and components of fitness, while exploring the fundamentals of kinesiology and related fields in the allied healthcare continuum. This program provides an educational background suitable for assistant and aide positions in physical therapist offices, athletic training facilities, health and wellness institutions, as well as training and coaching positions in fitness and sports centers. Many of the courses in this degree will transfer to kinesiology

and/or exercise science baccalaureates as well as demonstrate achievement of knowledge and skills necessary to be successful in accredited athletic training and/or physical therapist programs.

### Learning Outcome(s):

- Demonstrate an understanding of foundational anatomy and physiology.
- Demonstrate an understanding of the components of fitness and how to assess them.
- Analyze biomechanics of human movement.
- Explain the effects of physical activity and training on health and performance.
- Apply preventative and rehabilitative techniques for physical activity, training, and playing sports.

## Requirements

### Required Core:

**Units: 26.0-34.0**

KNES 51	INTRODUCTION TO KINESIOLOGY	3.0
KNES 52	FUNDAMENTALS OF HUMAN MOVEMENT	3.0
KNES 53	INTRODUCTION TO ATHLETIC TRAINING	3.0
KNES 107	FITNESS ASSESSMENT AND SURVEY	1.0
<i>Select one</i>		0.0-4.0
CHEM 108	INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY	4.0
OR		
One year of high school chemistry with a grade of "C" or better		
<i>Select one</i>		0.0-4.0
BIO 20	INTRODUCTION TO BIOLOGY	4.0
OR		
One year of high school biology with a grade of "C" or better		
BIO 11 *	HUMAN ANATOMY	4.0
BIO 12 *	HUMAN PHYSIOLOGY	4.0
MATH 8 *	COLLEGE ALGEBRA FOR BRIEF CALCULUS	5.0
<i>Select one</i>		3.0
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 26.0-34.0**

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

## KOREAN - A.A. Degree

### Summary

The curriculum in the Korean program is designed to provide the student the opportunity to achieve an Associate of Arts in Korean degree by providing the necessary breadth in the field. Students who complete the Korean Associate of Arts will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

A Korean degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the Korean program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in Korean degree.

### Learning Outcome(s):

- Accurately interpret written texts in Korean.
- Accurately interpret spoken language in Korean.
- Demonstrate proficient conversational skills in Korean.
- Demonstrate knowledge of the history, politics, literature, culture and arts of the Korean speaking countries as well as people who speak Korean.

### Requirements

Required Core:		Units: 23.0
KOR 1 *	ELEMENTARY KOREAN	5.0
KOR 2 *	ELEMENTARY KOREAN	5.0
KOR 3 *	INTERMEDIATE KOREAN	5.0
KOR 4 *	INTERMEDIATE KOREAN	5.0
KOR 21 *	INTRODUCTION TO KOREAN CULTURE	3.0

### Associate of Arts

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## LEVEL I - INTERIOR DESIGN FOUNDATIONS - Certificate of Achievement

### Summary

The Level I - Interior Design Foundations certificate is designed to develop the fundamental skills necessary for entry-level employment in interior design related fields. Level I curriculum focuses on exploring design elements and

principles, color theories, history of interior architecture and furnishings, materials and products, developing visual communication skills using freehand and computer-aided drawing and drafting, and acquiring knowledge of the design process. This certificate provides the foundation for going on to advanced certificates and the AS degree in interior design. Entry-level positions include design consultants and sales specialists in design showrooms, furniture and finishes stores, interior decorators, color specialists, manufacturer's representatives, event planners, and home stagers. The program also offers coursework for professional improvement.

### Learning Outcome(s):

- Demonstrate knowledge of elements and principles of design, color theories, historical styles, and interior products.
- Use freehand and computer-aided drawing, drafting, and presentation techniques for effective visual communication.
- Apply the design process and critical thinking to develop interior design concepts.
- Acquire foundational skills and knowledge of interior design to progress to Level II - Interior Design leading to the Certificate of Achievement and AS degree.

## Requirements

### Required Core:

**Units: 26.0**

ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
ID 112	DRAFTING FOR INTERIORS	2.0
ID 114	APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN	3.0
ID 133	SKETCHING AND RENDERING FOR INTERIOR DESIGN	3.0
ID 115 *	CAD FOR INTERIOR DESIGN	3.0
ID 118 *	DIGITAL PRESENTATION FOR INTERIOR DESIGN	3.0
ID 111 *	INTERIOR DESIGN STUDIO I	3.0
ID 116	INTERIOR MATERIALS AND PRODUCTS	3.0
ID 122	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I	3.0

**Total: 26.0**

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.  
Associate Degree will be awarded for Level II only.

## LEVEL II - INTERIOR DESIGN - Certificate of Achievement

### Summary

The Level II - Interior Design certificate builds upon the Level I coursework to prepare students for employment as entry-level designers. It includes knowledge of design and color theories, interior design history, lighting, space planning, materials and products, building systems, and codes. Students acquire skills in manual and computer-aided design and drafting (CADD), rendering, visualization, and presentation and practice developing interior design solutions for residential and commercial environments. Employment opportunities include design assistants for residential and model home designers, color or lighting consultants, CADD specialists, 3D renderers, e-designers, design journalists, space planners, or interior design positions as part of a larger design team. Students who complete the Level II certificate will meet the minimum educational requirements set by the California Council for Interior Design Certification (CCIDC) for eligibility to sit for the Interior Design Exam (IDEX), the first step towards pursuing a qualification as a Certified Interior Designer (CID). This program prepares students for the Level III - Interior Design Professional certificate and the A.S. degree in Interior Design and also offers coursework for professional improvement.

### Learning Outcome(s):

- Demonstrate knowledge of design and color theories, interior design history, products and materials, space planning, lighting, building systems and codes.
- Utilize manual and computer-aided drawing, rendering, visualization, and presentation techniques for effective visual communication.



- Apply the design process and critical thinking to develop interior design solutions for residential and commercial environments.
- Acquire interior design skills and knowledge to pursue the Level III - Interior Design Professional certificate and the A.S. degree in Interior Design.

## Requirements

Required Core:		Units: 44.0
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
ID 112	DRAFTING FOR INTERIORS	2.0
ID 114	APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN	3.0
ID 133	SKETCHING AND RENDERING FOR INTERIOR DESIGN	3.0
ID 115 *	CAD FOR INTERIOR DESIGN	3.0
ID 118 *	DIGITAL PRESENTATION FOR INTERIOR DESIGN	3.0
ID 111 *	INTERIOR DESIGN STUDIO I	3.0
ID 116	INTERIOR MATERIALS AND PRODUCTS	3.0
ID 122	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I	3.0
ID 125	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS II	3.0
ID 121 *	SPACE PLANNING	3.0
ID 131 *	DIGITAL VISUALIZATION FOR INTERIOR DESIGN	3.0
ID 132 *	INTERIOR BUILDING SYSTEMS AND CODES	3.0
ID 126 *	INTERIOR DESIGN STUDIO II	3.0
ID 127 *	FUNDAMENTALS OF LIGHTING	3.0

**Total: 44.0**

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.  
Associate Degree will be awarded for Level II only.

## LEVEL III - INTERIOR DESIGN PROFESSIONAL - Certificate of Achievement

### Summary

The Level III - Interior Design Professional certificate builds upon the Level II coursework to prepare students for employment as entry level professional Interior Designers. It includes knowledge of interior design theory and history, space planning, products and materials, design process, professional practice, and building systems and codes. Students improve computer-aided design, visualization, and communication skills, prepare portfolios, develop design solutions for specialized interior environments, and gain practical experience via internships within the Interior Design field. Employment opportunities include entry-level professional interior designers, CADD specialists, renderers, or designer positions in larger design teams with architects and builders. Students who complete the Level III certificate will meet the minimum required units and educational standards for eligibility to sit for the National Council for Interior Design Qualification Exam (NCIDQ), the first step towards pursuing a qualification as an NCIDQ Certified Interior Designer, the global standard for interior design professionals. This program also offers coursework for professional development.

### Learning Outcome(s):

- Demonstrate knowledge of design theory and history, space planning, products and materials, design process, professional practice, and building systems and codes.
- Utilize advanced computer-aided design, visualization, and presentation techniques for effective communication.
- Apply acquired interior design knowledge and skills to develop interior design solutions for specialized interior environments.
- Gain practical experience via internships and prepare portfolios for entry level employment as professional interior designers.

## Requirements

<b>Required Core:</b>		<b>Units: 52.0</b>
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0
ID 112	DRAFTING FOR INTERIORS	2.0
ID 114	APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN	3.0
ID 133	SKETCHING AND RENDERING FOR INTERIOR DESIGN	3.0
ID 115 *	CAD FOR INTERIOR DESIGN	3.0
ID 118 *	DIGITAL PRESENTATION FOR INTERIOR DESIGN	3.0
ID 111 *	INTERIOR DESIGN STUDIO I	3.0
ID 116	INTERIOR MATERIALS AND PRODUCTS	3.0
ID 122	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I	3.0
ID 125	HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS II	3.0
ID 121 *	SPACE PLANNING	3.0
ID 131 *	DIGITAL VISUALIZATION FOR INTERIOR DESIGN	3.0
ID 132 *	INTERIOR BUILDING SYSTEMS AND CODES	3.0
ID 126 *	INTERIOR DESIGN STUDIO II	3.0
ID 127 *	FUNDAMENTALS OF LIGHTING	3.0
ID 128 *	BUSINESS AND PROFESSIONAL PRACTICE FOR INTERIOR DESIGN	3.0
ID 129 *	INTERIOR DESIGN PORTFOLIO	1.0
CWE 180 *	CO-OP-ED INTERIOR DESIGN	1.0
<i>Select one</i>		3.0
ID 134 *	ADVANCED CAD FOR INTERIOR DESIGN	3.0
OR		
ID 136 *	REVIT FOR INTERIOR DESIGN	3.0
<b>Restricted Specialization Studio Electives: Select one course</b>		<b>Units: 3.0</b>
ID 210 *	HOSPITALITY DESIGN	3.0
ID 214 *	BATH DESIGN	3.0
ID 215 *	KITCHEN DESIGN	3.0
<b>Restricted Electives:</b>		<b>Units: 5.0-6.0</b>
ID 123 *	INTERIOR DESIGN ILLUSTRATION	3.0
ID 134 * £	ADVANCED CAD FOR INTERIOR DESIGN	3.0
ID 136 * £	REVIT FOR INTERIOR DESIGN	3.0
ID 210 * £	HOSPITALITY DESIGN	3.0
ID 214 * £	BATH DESIGN	3.0
ID 215 * £	KITCHEN DESIGN	3.0
CWE 180 *	CO-OP-ED INTERIOR DESIGN	1.0
ARCH 124A	ARCHITECTURAL DRAWING I	4.0
ARCH 231	LEED AND SUSTAINABLE ARCHITECTURE	3.0
ARCH 261	ORANGE AND SAN DIEGO ARCHITECTURE	1.0
ARCH 262	LOS ANGELES ARCHITECTURE	1.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
FASH 31	TEXTILES	3.0
HORT 7	INTRODUCTION TO LANDSCAPE DESIGN	3.0
HORT 239	FENG SHUI AND WELL BEING	2.0

**Total: 60.0-61.0**

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

£ If course not already used for Required Core or Restricted Specialization Studio Electives units.

## LIBERAL STUDIES - A.A. Degree

### Summary

The curriculum in the Liberal Studies Associate Degree program is designed for students transferring to a four-year college or university intending to pursue a Liberal Studies major.

Students planning to transfer to California State University (CSU), the University of California (UC), or an institution that accepts certification, should complete general education requirements for the associate degree by completing CSU General Education (CSU-GE) certification requirements or the Intersegmental General Education Transfer Curriculum (IGETC).

### Learning Outcome(s):

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Evaluate new and accepted ideas about the natural universe using testable methodology.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.

### Requirements

**Required Core:** **Units: 19.0-21.0**

<i>Select one</i>		4.0
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		3.0
COMM 1	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H	HONORS COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 5	INTERPERSONAL COMMUNICATION	3.0
<i>Select one</i>		3.0
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0
<i>Group A: Select one course</i>		3.0
COMM 2 *	PERSUASION	3.0
OR		
COMM 3 *	ARGUMENTATION AND DEBATE	3.0
OR		
ENG 1B *	PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 1BH *	HONORS PRINCIPLES OF COMPOSITION II	3.0
OR		
ENG 70 *	CRITICAL THINKING, READING, AND WRITING	3.0
OR		
PHIL 12 *	INTRODUCTION TO LOGIC	3.0
<i>Group B: Select one course</i>		3.0
HIST 16	HISTORY OF THE UNITED STATES TO 1876	3.0

OR		
HIST 17	HISTORY OF THE UNITED STATES SINCE 1876	3.0
OR		
HIST 22	SURVEY OF UNITED STATES HISTORY	3.0

<i>Group C: Select one course</i>		3.0-5.0
MATH 2 *	PRE-CALCULUS MATHEMATICS	5.0
OR		
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 8 *	COLLEGE ALGEBRA FOR BRIEF CALCULUS	5.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 11 *	A BRIEF COURSE IN CALCULUS	5.0
OR		
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
OR		
MATH 24 *	ELEMENTARY DIFFERENTIAL EQUATIONS	4.0
OR		
MATH 26 *	INTRODUCTION TO LINEAR ALGEBRA	4.0
OR		
MATH 103 *	MATHEMATICAL IDEAS	3.0
OR		
MATH 124 *	TRIGONOMETRY	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 19.0-21.0**

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

## LIBRARY TECHNICIAN - Certificate of Achievement

## Summary

The Library Technician low-unit certificate prepares individuals for employment for staff positions in various types of libraries. Emphasis is on effective oral and written communication, interpersonal skills, competent use of technology, and various library systems and operations related to day-to-day duties in a library setting.

### Learning Outcome(s):

- Demonstrate effective oral and written communication.
- Demonstrate proficiency in Microsoft Office applications and other computer technology.
- Demonstrate knowledge of and searching for online and print library materials.

## Requirements

### Required Core:

**Units: 13.0-14.0**

LIB 100	BASIC INFORMATION COMPETENCY SKILLS, LIBRARY RESEARCH	1.0
LIB 2H	HONORS ADVANCED INFORMATION COMPETENCY, ONLINE SEARCHING	3.0
<i>Select one</i>		3.0-4.0
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
OR		
BUS 103	BUSINESS ENGLISH	3.0
<i>Select one</i>		3.0
COMM 1 *	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H *	HONORS COMMUNICATION FUNDAMENTALS	3.0
OR		
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
<i>Select one</i>		3.0
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 112	MICROSOFT OFFICE	3.0

**Total: 13.0-14.0**

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

## LICENSED VOCATIONAL NURSE (LVN) TO REGISTERED NURSE (RN) 30-UNIT OPTION - Certificate of Achievement

### Summary

BRN Rules and Regulations

Section 1429 - Preparation Required for Licensed Vocational Nurses

- a. An applicant who is licensed in California as a vocational nurse is eligible to apply for licensure as a registered nurse if such applicant has successfully completed the courses prescribed below and meets all the other requirements set forth in Section 2736 of the code. Such applicant shall submit evidence to the board, including a transcript, of successful completion of the requirements set forth in subsection (c) and of successful completion or challenge of courses in physiology and microbiology comparable to such courses required for licensure as a registered nurse.
- b. The school shall offer objective counseling of this option and evaluate each licensed vocational nurse applicant for admission to its registered nursing program on an individual basis. A school's determination of the prerequisite

courses required of a licensed vocational nurse applicant shall be based on an analysis of each applicant's academic deficiencies, irrespective of the time such courses were taken.

- c. The additional education required of licensed vocational nurse applicants shall not exceed a maximum of thirty (30) semester or forty-five (45) quarter units. Courses required for vocational nurse licensure do not count toward fulfillment of the additional education requirement. However, other courses comparable to those required for licensure as a registered nurse, as specified in Section 1426, may be counted toward fulfillment of the additional education requirement. Nursing courses shall be taken in an accredited school and shall be beyond courses equivalent to the first year of professional nursing courses. The nursing content shall include nursing intervention in acute, preventive, remedial, supportive, rehabilitative, and teaching aspects of nursing. Theory and courses with concurrent clinical practice shall include advanced medical- surgical, mental health, psychiatric nursing, and geriatric nursing. The nursing content shall include the basic standards for competent performance prescribed in Section 1443.5 of these regulations. This option is available to all LVNs entering the Saddleback College Nursing program. Persons electing this 30-unit option will be eligible to write the State board exam but will not be graduates of the Saddleback College Nursing program.

Admission of LVNs to the Nursing program is on a space-available basis. To be placed on the wait list requires:

1. Proof of satisfactory completion of an accredited VN program or a current California VN license.
2. Completion of BIO 12\*, BIO 15\*, and N 162\* with grades of "C" or better and with a GPA of 2.5 or greater.
3. Attendance at "LVN to RN" guidance session.
4. Completion of N 162\* with a grade of "C" or better within a maximum of 3 semesters of program entry.
5. Applicant must commit, in writing, to the 30-unit status prior to or during application.
6. Application submitted with the Director/Assistant Director of Nursing.
7. Completion of standardized Assessment Technology Institute (ATI) tests at or above designated cut scores.
8. Proof of completion of a minimum of one (1) year of direct patient care as an LVN.

Consideration will be given to each applicant's prior education in determining placement into the program. All classes are challengeable.

### Learning Outcome(s):

- Demonstrate sufficient preparation to pass the NCLEX upon first attempt.
- Promote and maintain a safe environment by integrating current evidence-based practice, the nursing process, and skill competency to deliver quality health care.
- Demonstrate the knowledge, skills, and attitudes required of the professional nurse as defined by the California Nurse Practice Act and standards of nursing practice.

## Requirements

Required Core:		Units: 30.0
BIO 12 *	HUMAN PHYSIOLOGY	4.0
BIO 15 *	GENERAL MICROBIOLOGY	5.0
N 162 *	SUCCESSFUL TRANSITION TO PROFESSIONAL NURSING	1.0
N 162L *	SUCCESSFUL TRANSITION TO PROFESSIONAL NURSING LAB	0.5
N 165	LIFECYCLE 1, FUNDAMENTALS OF AGING	1.5
N 171 *	MENTAL HEALTH NURSING	2.0
N 171L * #	MENTAL HEALTH NURSING LAB	1.0
N 173 * #	NURSING CARE OF CHILDREN AND FAMILIES	1.5
N 173L * #	NURSING CARE OF CHILDREN AND FAMILIES LAB	2.0
N 174 * #	WOMEN'S HEALTH NURSING	1.5
N 174L * #	WOMEN'S HEALTH NURSING LAB	2.0
N 176 * # ¥	ADVANCED NURSING	3.0
N 176L * # ¥	ADVANCED NURSING LAB	5.0

**Total: 30.0**

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

# Clinical course

¥ Fulfills the Management & Leadership and Advanced Medical-Surgical requirement

## LOGISTICS AND PHYSICAL DISTRIBUTION - A.S. Degree

### Summary

The Logistics and Physical Distribution Associate of Science degree prepares students to manage and coordinate logistical functions in an enterprise, ranging from acquisitions to receiving and handling, through internal allocation of resources to operations units, to the handling and delivery of output. Topics include integrated Supply Chain Management (SCM), demand planning, logistics, transportation and distribution systems, supply management, warehousing, inventory management, order fulfillment, and customer service.

Among the jobs supported by this program are assistants, clerks, supervisors, and managers of acquisitions and purchasing, inventory control, storage and handling, just-in-time manufacturing and distribution, logistics planning, shipping and delivery, transportation, quality control, resource estimation and allocation, and budgeting.

### Learning Outcome(s):

- Communicate effectively regarding information and issues related to logistics and physical distribution.
- Compare various modes of transportation and their contributions to the U.S. economy.
- Explain the nature of transportation risk and disruptions.
- Distinguish successful transportation and traffic management strategies.
- Describe and participate in functions associated with warehouse operations, including receiving, storage, picking and packing, and outbound distribution.
- Explain the role and management of inventory in the supply chain.
- Describe and participate in customer service and customer relations management as they relate to warehouse/distribution center operations.
- Relate and evaluate elements of workplace safety, health, and a secure working environment as required by regulatory agencies.
- Explain and illustrate principles of supply chain management and demand planning.
- Explain and illustrate just-in-time material management.
- Apply math skills related to inventory, distribution, and shipping functions.
- Apply computer information skills related to inventory, distribution, and shipping functions.

### Requirements

#### Required Core:

**Units:** 33.0-35.0

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
<i>Select one</i>		3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
OR		
COMM 20	INTERCULTURAL COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0-4.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0



OR			
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I		4.0
<i>Select one</i>			1.0
BUS 196	WORKPLACE SUCCESS SKILLS		1.0
OR			
CWE 180	CO-OP-ED-BUSINESS		1.0
BUS 120	BUSINESS MANAGEMENT		3.0
CIM 1	COMPUTER INFORMATION SYSTEMS		4.0
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING		3.0
BUS 226	WAREHOUSE AND INVENTORY MANAGEMENT		3.0
BUS 182	LOGISTICS AND TRANSPORTATION MANAGEMENT		3.0
BUS 230	CUSTOMER SERVICE AND ORDER FULFILLMENT		1.0
<i>Select one</i>			3.0-4.0
ACCT 1A	FINANCIAL ACCOUNTING		4.0
OR			
ACCT 215	GENERAL ACCOUNTING		3.0
OR			
BUS 10 *	BUSINESS STATISTICS		3.0
OR			
BUS 205	BUSINESS MATH		3.0
OR			
MATH 10 *	INTRODUCTION TO STATISTICS		3.0
OR			
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES		3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 33.0-35.0**

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

## LOGISTICS AND PHYSICAL DISTRIBUTION - Certificate of Achievement

### Summary

The Logistics and Physical Distribution Certificate of Achievement prepares students to manage and coordinate logistical functions in an enterprise, ranging from acquisitions to receiving and handling, through internal allocation of resources to operations units, to the handling and delivery of output. Topics include integrated Supply Chain Management (SCM), demand planning, logistics, transportation and distribution systems, supply management, warehousing, inventory management, order fulfillment, and customer service.

Among the jobs supported by this program are assistants, clerks, supervisors, and managers of acquisitions and purchasing, inventory control, storage and handling, just-in-time manufacturing and distribution, logistics planning, shipping and delivery, transportation, quality control, resource estimation and allocation, and budgeting.

### Learning Outcome(s):

- Communicate effectively regarding information and issues related to logistics and physical distribution.
- Compare various modes of transportation and their contributions to the U.S. economy.
- Explain the nature of transportation risk and disruptions.
- Distinguish successful transportation and traffic management strategies.
- Describe and participate in functions associated with warehouse operations, including receiving, storage, picking and packing, and outbound distribution.
- Explain the role and management of inventory in the supply chain.
- Describe and participate in customer service and customer relations management as they relate to warehouse/distribution center operations.
- Relate and evaluate elements of workplace safety, health, and a secure working environment as required by regulatory agencies.
- Explain and illustrate principles of supply chain management and demand planning.
- Explain and illustrate just-in-time material management.
- Apply math skills related to inventory, distribution, and shipping functions.
- Apply math skills related to inventory, distribution, and shipping functions.

### Requirements

Required Core:		Units: 23.0-24.0
<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 182	LOGISTICS AND TRANSPORTATION MANAGEMENT	3.0
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING	3.0
BUS 226	WAREHOUSE AND INVENTORY MANAGEMENT	3.0
BUS 230	CUSTOMER SERVICE AND ORDER FULFILLMENT	1.0

**Total: 23.0-24.0**

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

# MARKETING - A.S. Degree

## Summary

The Marketing Associate of Science degree is designed to improve student success in the fields of marketing, marketing management, social media marketing and e-commerce. Its goals are to prepare new employees for such positions and to upgrade the skills of employees already holding such positions. Personal selling, retailing, and advertising are restricted electives that may be chosen according to students' interests. The program is built on a solid foundation of introductory business concepts, business law, and business communications.

### Learning Outcome(s):

- Apply classic and contemporary marketing principles and techniques including problem solving, pricing, distribution, promotion.
- Prepare business documents and reports using Internet and other research sources accurately and appropriately and using appropriate visual representation in the form of graphs and/or tables.
- Plan, design, and implement new technologies, including social media and e-commerce.
- Behave appropriately in a workplace, following business policies and procedures and directions and using independent judgment as needed and using decision-making skills to solve problems.
- Identify the fundamentals of legal systems, and technological, social, ethical, global, and political forces affecting the development and operation of businesses.
- Solve problems through hands-on projects to develop computer-based solutions to business problems.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Identify the various forms of business entities and identify distinguishing characteristics among them.
- Communicate clearly and effectively, orally and in writing, in the business workplace environment.
- Apply principles of business management to analyze and propose solutions to business problems.
- Apply mathematical skills and knowledge to answer marketing questions or describe business characteristics.

## Requirements

### Required Core:

**Units: 29.0-30.0**

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		

CWE 180	CO-OP-ED-BUSINESS	1.0
BUS 120	BUSINESS MANAGEMENT	3.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
ACCT 215	GENERAL ACCOUNTING	3.0
OR		
BUS 205	BUSINESS MATH	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
BUS 135	MARKETING	3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
<b>Restricted Electives:</b>		<b>Units: 6.0-7.0</b>
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 109	E-COMMERCE MARKETING	3.0
BUS 136	PRINCIPLES OF RETAILING	3.0
BUS 137	PROFESSIONAL SELLING FUNDAMENTALS	3.0
BUS 138	ADVERTISING	3.0
OR		
CTVR 138	ADVERTISING	3.0
CWE 180	CO-OP-ED BUSINESS	2.0
OR		
CWE 180	CO-OP-ED-BUSINESS	3.0
OR		
CWE 180	CO-OP-ED-BUSINESS	4.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 150	INTERNATIONAL BUSINESS	3.0
BUS 182	LOGISTICS AND TRANSPORTATION MANAGEMENT	3.0
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING	3.0
CIMW 134	WEB DIGITAL MEDIA- PHOTOSHOP AND INTRO TO VIDEO EDITING	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 35.0-37.0**

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

## MARKETING - Certificate of Achievement

### Summary

The Marketing Certificate of Achievement offers a focus on courses designed to improve student success in the fields of marketing, marketing management, social media marketing and e-commerce. Its goal is to prepare new employees for such positions and to upgrade the skills of employees already holding such positions. Personal selling, retailing, and advertising are restricted electives that may be chosen according to students' interests. The program is built on a solid foundation of introductory business concepts, business law, and business communications.

### Learning Outcome(s):

- Apply classic and contemporary marketing principles and techniques including problem solving, pricing, distribution, promotion, and uses of new technologies, including social media and ecommerce.
- Identify the fundamentals of legal systems, and social, ethical, and political forces affecting the development and operation of businesses.
- Describe the functions of business in society including the major concepts related to business ownership and the factors that influence them; competition and marketing; and the systems, technologies, and operational controls through which business organizations operate.
- Communicate clearly, effectively, and appropriately in writing and orally.

### Requirements

#### Required Core:

**Units:** 19.0-20.0

<i>Select one</i>			3.0
BUS 1	INTRODUCTION TO BUSINESS		3.0
OR			
BUS 1H	HONORS INTRODUCTION TO BUSINESS		3.0
<i>Select one</i>			3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW		3.0
OR			
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW		3.0
BUS 104 *	BUSINESS COMMUNICATION		3.0
BUS 105	SOCIAL MEDIA MARKETING		3.0
BUS 135	MARKETING		3.0
<i>Select one</i>			3.0-4.0
BUS 103	BUSINESS ENGLISH		3.0
OR			
ENG 1A *	PRINCIPLES OF COMPOSITION I		4.0
OR			
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I		4.0
<i>Select one</i>			1.0
BUS 196	WORKPLACE SUCCESS SKILLS		1.0
OR			
CWE 180	CO-OP-ED-BUSINESS		1.0

#### Restricted Electives:

**Units:** 6.0-7.0

BUS 10 *	BUSINESS STATISTICS		3.0
OR			

ACCT 215	GENERAL ACCOUNTING	3.0
OR		
BUS 205	BUSINESS MATH	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 109	E-COMMERCE MARKETING	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 136	PRINCIPLES OF RETAILING	3.0
BUS 137	PROFESSIONAL SELLING FUNDAMENTALS	3.0
BUS 138	ADVERTISING	3.0
OR		
CTVR 138	ADVERTISING	3.0
BUS 150	INTERNATIONAL BUSINESS	3.0
CWE 180	CO-OP-ED BUSINESS	2.0
OR		
CWE 180	CO-OP-ED-BUSINESS	3.0
OR		
CWE 180	CO-OP-ED-BUSINESS	4.0
BUS 182	LOGISTICS AND TRANSPORTATION MANAGEMENT	3.0
BUS 183	INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING	3.0
CIMW 134	WEB DIGITAL MEDIA- PHOTOSHOP AND INTRO TO VIDEO EDITING	3.0

**Total: 25.0-27.0**

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

## MATHEMATICS - A.A. Degree

### Summary

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

### Learning Outcome(s):

- Demonstrate computational skills at a variety of levels.
- Apply critical thinking skills.
- Demonstrate proficiency in graphing.

### Requirements

#### Prerequisites for Required Courses:

**Units: 8.0**

MATH 2 *	PRE-CALCULUS MATHEMATICS	5.0
MATH 124 *	TRIGONOMETRY	3.0

#### Required Core:

**Units: 23.0**

Select one	5.0
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MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 24 *	ELEMENTARY DIFFERENTIAL EQUATIONS	4.0
MATH 26 *	INTRODUCTION TO LINEAR ALGEBRA	4.0

**Restricted Electives:****Units: 3.5**

CS 1B *	INTRODUCTION TO COMPUTER SCIENCE II	3.5
CS 4A *	INTRODUCTION TO JAVA FOR COMPUTER SCIENCE	3.5

**Associate of Arts Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 34.5**

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

**MATHEMATICS - AS-T Degree****Summary**

The curriculum in the Mathematics program is designed to provide the transfer student the opportunity to achieve an Associate in Science in Mathematics for Transfer degree by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework along with courses required for general education. Students who complete the Associate in Science Degree in Mathematics for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Associate Degree for Transfer requirements (pursuant to SB1440, §66746)**

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education- Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

**Learning Outcome(s):**

- Demonstrate computational skills at a variety of levels.
- Apply critical thinking skills.



- Demonstrate proficiency in graphing.

## Requirements

### Required Core:

**Units: 22.0-24.0**

<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
<i>List A: Select one of the following courses</i>		4.0
MATH 24 *	ELEMENTARY DIFFERENTIAL EQUATIONS	4.0
MATH 26 *	INTRODUCTION TO LINEAR ALGEBRA	4.0
<i>List B: Select one of the following courses</i>		3.0-5.0
PHYS 4A *	GENERAL PHYSICS	5.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0

**Total: 22.0-24.0**

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

## MEDICAL INSURANCE BILLING - Occupational Skills Award

### Summary

Completion of the occupational skills award in Medical Insurance Billing provides the student/incumbent worker with skills required for employment in a physician's office, medical clinic or as an independent consultant specializing in medical insurance billing and coding. The curriculum allows for academic growth and mobility leading towards an associate degree in Health Sciences or Health Information Technology. Competencies include developing a working knowledge of various insurance plans, processing of claims, authorizations, billing, collections and diagnostic coding for the medical office.

### Learning Outcome(s):

- Demonstrate skills leading to an increase in employability.
- Demonstrate skills related to processing claims using a variety of health insurance plans.
- Demonstrate legal and ethical practices related to medical billing.

## Requirements

### Required Core:

**Units: 15.0**

MA 280	HEALTHCARE ORGANIZATION PRACTICES	3.0
HSC 104	MEDICAL TERMINOLOGY	3.0
MA 224A	BASICS OF MEDICAL INSURANCE, BILLING AND REIMBURSEMENT	3.0
MA 282	FUNDAMENTALS OF MEDICAL PRACTICE CODING	3.0
HSC 106	LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION	3.0

**Total: 15.0**

## MEDICAL LABORATORY TECHNICIAN - A.S. Degree

### Summary

The Medical Laboratory Technician Associate of Science program prepares students for employment as a MLT working in a clinical medical laboratory. Medical laboratory technicians (MLTs) perform a wide variety of routine laboratory procedures and work in both public and private laboratories serving the health care sector. Completion of prerequisite courses will be required prior to entering the program. The program course of study is a combination of instruction in principles of laboratory theory and techniques as well as clinical experience at affiliated medical laboratories. Students learn to perform routine laboratory procedures in phlebotomy, microbiology, clinical chemistry, hematology, coagulation, immunohematology, and urinalysis. They also will learn to operate and maintain clinical laboratory equipment.

Graduates of the program qualify for state of California/ Department of Public Health, Laboratory Field Services-approved MLT certification examinations sponsored by the American Society of Clinical Pathologists (ASCP) Board of Certification or by the American Association of Bioanalysts (ABB) Board of Registry to become California licensed medical laboratory technicians.

Completion of the following courses with a grade of "C" or better is required prior to submission of an application to the MLT Program: BIO 15 Microbiology, BIO 113 Human Anatomy and Physiology, and CHEM 108 Introduction to General, Organic, and Biochemistry.

Successful completion of courses will require that a grade of "C" or better be achieved. When a student fails to achieve a "C" or better in any course, the student will be given the opportunity to repeat the failed course once on a space available basis. If a student receives a second grade of less than a "C" in any Medical Laboratory Technology course, that student will be dropped from the Medical Laboratory Technology Program and will not be eligible for re-entry into the Saddleback College Medical Laboratory Technology program. A student may not enter Clinical Experience until all courses are completed with a grade of "C" or better.

### Learning Outcome(s):

- Perform analytical testing in various areas of the clinical laboratory including clinical chemistry, microbiology, hematology, immunology, coagulation, and urinalysis, and related areas.
- Practice established safety procedures and communicate effectively and professionally with patients, laboratory personnel, and other members of the health care team.
- Participate in continuing education activities to maintain and improve professional competencies within the community as defined by the California Laboratory Field Services.
- Demonstrate preparation for applicable State of California approved certification exam.

## Requirements

### Program Admission Prerequisites:

**Units: 13.0**

BIO 15 *	GENERAL MICROBIOLOGY	5.0
BIO 113	HUMAN ANATOMY AND PHYSIOLOGY	4.0
CHEM 108	INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY	4.0

### Required Core:

**Units: 38.0**

MLT 210	INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION	1.0
MLT 211 *	BASIC LABORATORY PROCEDURES	1.0
MLT 230 *	CLINICAL CHEMISTRY	5.0
MLT 232 *	CLINICAL MICROBIOLOGY	3.0
MLT 235 *	CLINICAL URINALYSIS	1.0
MLT 236 *	CLINICAL HEMATOLOGY AND COAGULATION	3.0
MLT 242 *	CLINICAL CHEMISTRY PRACTICUM	4.0
MLT 243 *	CLINICAL IMMUNOLOGY - IMMUNOHEMATOLOGY	3.0
MLT 244 *	CLINICAL HEMATOLOGY, COAGULATION, AND URINALYSIS PRACTICUM	4.0
MLT 252 *	CLINICAL MICROBIOLOGY PRACTICUM	4.0
MLT 253 *	CLINICAL IMMUNOLOGY - IMMUNOHEMATOLOGY PRACTICUM	3.0
<i>Select both</i>		6.0

PHLB 240 *	PHLEBOTOMY	4.0
AND		
CWE 180 *	CO-OP-ED PHLEBOTOMIST	2.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 51.0**

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

## MEDICAL LABORATORY TECHNICIAN - Certificate of Achievement

### Summary

The Medical Laboratory Technician program prepares students for employment as an MLT working in a clinical medical laboratory. Medical laboratory technicians (MLTs) perform a wide variety of routine laboratory procedures and work in both public and private laboratories serving the health care sector. Completion of prerequisite courses will be required prior to entering the program. The program course of study is a combination of instruction in principles of laboratory theory and techniques as well as clinical experience at affiliated medical laboratories. Students learn to perform routine laboratory procedures in phlebotomy, microbiology, clinical chemistry, hematology, coagulation, immunohematology, and urinalysis. They also will learn to operate and maintain clinical laboratory equipment.

Graduates of the program qualify for state of California/ Department of Public Health, Laboratory Field Services-approved MLT certification examinations sponsored by the American Society of Clinical Pathologists (ASCP) Board of Certification or by the American Association of Bioanalysts (ABB) Board of Registry to become California licensed medical laboratory technicians.

Completion of the following courses with a grade of "C" or better is required prior to submission of an application to the MLT Program: BIO 15 Microbiology, BIO 113 Human Anatomy and Physiology, and CHEM 108 Introduction to General, Organic, and Biochemistry.

Successful completion of courses will require that a grade of "C" or better be achieved. When a student fails to achieve a "C" or better in any course, the student will be given the opportunity to repeat the failed course once on a space available basis. If a student receives a second grade of less than a "C" in any Medical Laboratory Technology course, that student will be dropped from the Medical Laboratory Technology Program and will not be eligible for re-entry into the Saddleback College Medical Laboratory Technology program. A student may not enter Clinical Experience until all courses are completed with a grade of "C" or better.

### Learning Outcome(s):

- Perform analytical testing in various areas of the clinical laboratory including clinical chemistry, microbiology, hematology, immunology, coagulation, and urinalysis, and related areas.
- Practice established safety procedures and communicate effectively and professionally with patients, laboratory personnel, and other members of the health care team.
- Participate in continuing education activities to maintain and improve professional competencies within the community as defined by the California Laboratory Field Services.
- Demonstrate preparation for applicable State of California approved certification exam.

## Requirements

### Program Admission Prerequisites:

**Units: 13.0**

BIO 15 *	GENERAL MICROBIOLOGY	5.0
BIO 113	HUMAN ANATOMY AND PHYSIOLOGY	4.0
CHEM 108	INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY	4.0

### Required Core:

**Units: 38.0**

MLT 210	INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION	1.0
MLT 211 *	BASIC LABORATORY PROCEDURES	1.0
MLT 230 *	CLINICAL CHEMISTRY	5.0
MLT 232 *	CLINICAL MICROBIOLOGY	3.0
MLT 235 *	CLINICAL URINALYSIS	1.0
MLT 236 *	CLINICAL HEMATOLOGY AND COAGULATION	3.0
MLT 242 *	CLINICAL CHEMISTRY PRACTICUM	4.0
MLT 243 *	CLINICAL IMMUNOLOGY - IMMUNOHEMATOLOGY	3.0
MLT 244 *	CLINICAL HEMATOLOGY, COAGULATION, AND URINALYSIS PRACTICUM	4.0
MLT 252 *	CLINICAL MICROBIOLOGY PRACTICUM	4.0
MLT 253 *	CLINICAL IMMUNOLOGY - IMMUNOHEMATOLOGY PRACTICUM	3.0
<i>Select both</i>		6.0
PHLB 240 *	PHLEBOTOMY	4.0
AND		
CWE 180 CO-OP-ED PHLEBOTOMIST *		2.0

**Total: 51.0**

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

## MEDICAL SCRIBE - Certificate of Achievement

### Summary

The Medical Scribe Certificate of Achievement program prepares students to assist licensed medical professionals with administrative duties especially related to documentation in the electronic medical record, customer service and increasing efficiency in patient care delivery. This program is designed to build upon knowledge of biological sciences, basic knowledge of common diseases, routine clinical patient care and workflow in healthcare settings. The medical scribe enables real-time clinical documentation and data input from information gathered at point of care under the direction of a licensed health care provider and maintains accurate electronic health records for the benefit of clinicians, healthcare staff and patients. Successful completion of this certificate prepares students for clinical experience that leads to employment and certification as Certified Medical Scribe Specialists (CMSS), Certified Medical Scribe Apprentices (CMSA), Medical Scribes (MS), and Virtual Scribes (VS).

### Learning Outcome(s):

- Demonstrate the knowledge, skills and behaviors of a competent entry level medical scribe specialist.
- Apply the knowledge of medical sciences (medical terminology, anatomy/physiology, pathology, and pharmacology) to accurately collect real-time documentation.
- Adhere to principles of legal, ethical, accreditation and certification standards as they relate to health information.
- Demonstrate the speed and accuracy relating to the completion of health record documentation.
- Demonstrate the ability to work effectively as an individual and collaboratively in a group to collect and compile accurate health record documentation.

## Requirements

### Required Core:

**Units: 16.5-17.5**

<i>Select one</i>		1.5
CIM 121B *	KEYBOARDING FOR COMPUTERS - INTERMEDIATE	1.5
OR		
CIM 121C *	KEYBOARDING FOR COMPUTERS - ADVANCED	1.5
HSC 104	MEDICAL TERMINOLOGY	3.0
HSC 106	LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION	3.0
<i>Select one</i>		3.0-4.0
HSC 107 *	HUMAN BODY FUNDAMENTALS	3.0
OR		
BIO 11 *	HUMAN ANATOMY	4.0
OR		
BIO 12 *	HUMAN PHYSIOLOGY	4.0
<i>Select one</i>		3.0
HSC 108 *	DISEASE PROCESSES FOR THE HEALTH SCIENCES	3.0
OR		
BIO 45 *	BIOLOGY OF HUMAN DISEASE	3.0
OR		
BIO 112 *	PATHOPHYSIOLOGY	3.0
MA 280	HEALTHCARE ORGANIZATION PRACTICES	3.0

**Total: 16.5-17.5**

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

## MENTAL HEALTH WORKER - A.S. Degree

### Summary

The Mental Health Worker Associate of Science degree program provides the knowledge, skills, and cultural competencies needed to engage in best practices in the field of mental health. It prepares individuals to work as paraprofessionals in entry-level positions in the field of mental health. The Mental Health Worker program introduces students to co-occurring disorders and integrated services, benefits and entitlement acquisitions, the recovery model, and the early identification of mental health issue and evidence-based practices. This program option combines the Human Services behavioral core skills training and clinical supervised experiential learning in Cooperative Work Experience mental health fieldwork settings.

A minimum grade of "C" in all courses is required to receive the degree.

Completion of the nine (9) Mental Health Core Courses are prerequisites for the Mental Health Worker Cooperative Work Experience (CWE) [Internship] and is required for the completion of the Mental Health Worker Program. Visit the Human Services website at [www.saddleback.edu/programs-degrees/all-programs/human-services](http://www.saddleback.edu/programs-degrees/all-programs/human-services) for the Mental Health Worker Roadmap chart. CWE Information Sessions are scheduled in Spring semesters to inform students of the CWE orientation and placement process. Check the Human Services website for the dates and times.

Potential Careers: Mental Health Worker I, Peer Mentor, House Monitor, Group Facilitator, Activities Coordinator, Intake Specialist, Mental Health Care Advocate, Case Worker, Care Giver.

### Learning Outcome(s):

- Demonstrate multiple approaches in their work with the mental health and co-occurring populations.
- Apply the principles of the Recovery Model to mental health interventions.
- Impart appropriate intervention practices to use with individuals and families impacted by mental health and/or co-occurring disorders.

- Use Mental Health Services behavioral core skills training and experiential learning in mental health settings.

## Requirements

Required Core:		Units: 29.0
HS 100	INTRODUCTION TO HUMAN SERVICES	3.0
HS 105	ETHICAL ISSUES AND CLIENTS' RIGHTS	3.0
HS 120 *	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 176 *	CO-OCCURRING DISORDERS	3.0
HS 177	FAMILY DYNAMICS OF ADDICTION AND ABUSE	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0
CWE 180 *	COOPERATIVE WORK EXPERIENCE - MENTAL HEALTH	2.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 29.0**

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

## MENTAL HEALTH WORKER - Certificate of Achievement

### Summary

The Mental Health Worker Certificate of Achievement program provides the knowledge, skills, and cultural competencies needed to engage in best practices in the field of mental health. It prepares individuals to work as paraprofessionals in entry-level positions in the field of mental health. The Mental Health Worker program introduces students to co-occurring disorders and integrated services, benefits and entitlement acquisitions, the recovery model, and the early identification of mental health issues and evidence-based practices. This program option combines the Human Services behavioral core skills training and clinical supervised experiential learning in Cooperative Work Experience mental health fieldwork settings.

A minimum grade of "C" in all courses is required to receive the certificate.

Completion of the nine (9) Mental Health Core Courses are prerequisites for the Mental Health Worker Cooperative Work Experience (CWE) [Internship] and is required for the completion of the Mental Health Worker Program. Visit the Human Services website at [www.saddleback.edu/programs-degrees/all-programs/human-services](http://www.saddleback.edu/programs-degrees/all-programs/human-services) for the Mental Health Worker Roadmap chart. CWE Information Sessions are scheduled in Spring semesters to inform students of the CWE orientation and placement process. Check the Human Services website for the dates and times.

### Learning Outcome(s):

- Demonstrate multiple approaches in their work with the mental health and co-occurring populations.
- Apply the principles of the Recovery Model to mental health interventions.
- Impart appropriate intervention practices to use with individuals and families impacted by mental health and/or co-occurring disorders.

- Practice established Mental Health Services core behavioral skills and experiential learning in a mental health setting.

## Requirements

<b>Required Core:</b>		<b>Units: 29.0</b>
HS 100	INTRODUCTION TO HUMAN SERVICES	3.0
HS 105	ETHICAL ISSUES AND CLIENTS' RIGHTS	3.0
HS 120 *	HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT	3.0
HS 131	MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES	3.0
HS 140	GROUP LEADERSHIP AND GROUP PROCESS	3.0
HS 174	CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL	3.0
HS 176 *	CO-OCCURRING DISORDERS	3.0
HS 177	FAMILY DYNAMICS OF ADDICTION AND ABUSE	3.0
HS 220	BENEFITS AND ENTITLEMENT	3.0
CWE 180 * †	COOPERATIVE WORK EXPERIENCE - MENTAL HEALTH	2.0

**Total: 29.0**

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

† Recommended to be taken in the last semester of the program.

## MUSIC - A.A. Degree

### Summary

The curriculum in the Associate of Arts degree in Music is designed to provide the student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree will demonstrate commitment to the major, and attainment of a degree which can support attempts to gain entry-level employment. However, students wishing to transfer to a 4-year institution may need to take additional classes as preparation for transfer. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Transcribe and sight read both diatonic and chromatic music.
- Demonstrate a working knowledge of musical analysis and harmonic theory applicable to their area of specialization.
- Demonstrate a working knowledge of repertoire and performance practice applicable to their area of specialization.
- Perform standard repertoire appropriate to their performance area, as individuals or as members of ensembles.
- Demonstrate a working knowledge of music technology and its application to their area of specialization.
- Create original music in improvised and/or written form.
- Demonstrate the ability to listen critically to musical performance.
- Demonstrate an ability to place composers, works and musical styles within an historical context, both in terms of musical and societal history.

## Requirements

<b>Required Core:</b>		<b>Units: 12.0-20.0</b>
MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 12 *	HARMONY III	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0



MUS 94 *	MUSICIANSHIP III	1.0
<i>Select one</i>		0.0-2.0
MUS 54A	BEGINNING PIANO I	2.0
OR proficiency exam		
<i>Select one</i>		0.0-2.0
MUS 54B *	BEGINNING PIANO II	2.0
OR proficiency exam		
<i>Select one</i>		0.0-2.0
MUS 55A *	INTERMEDIATE PIANO I	2.0
OR proficiency exam		
<i>Select one</i>		0.0-2.0
MUS 55B *	INTERMEDIATE PIANO II	2.0
OR proficiency exam		

**Ensemble Requirement: Complete four semesters from the following (including repeated classes)**

**Units: 4.0-8.0**

MUS 35 *	CONTEMPORARY CHOIR	2.0
MUS 39 *	COMMERCIAL MUSIC ENSEMBLE	2.0
MUS 41 *	SYMPHONIC WIND ENSEMBLE	2.0
MUS 42 *	SYMPHONIC ORCHESTRA	2.0
MUS 47 *	SADDLEBACK COLLEGE BIG BAND	2.0
MUS 61 *	INTERMEDIATE CLASSICAL GUITAR	1.0
MUS 62 *	ADVANCED CLASSICAL GUITAR	2.0
MUS 64 *	PIANO ENSEMBLE	1.5
MUS 65 *	PIANO ACCOMPANYING	1.5
MUS 140 *	IMPROVISED MUSIC IN A JAZZ COMBO	2.0
MUS 148	JAZZ ENSEMBLE	2.0
MUS 182 *	SOUL MUSIC ENSEMBLE	2.0
MUS 184 *	ELECTRONIC MUSIC ENSEMBLE	2.0
MUS 187 *	MODERN ROCK AND POP MUSIC ENSEMBLE	2.0
MUS 197 *	REHEARSAL AND PERFORMANCE (JAZZ STUDIES)	1.0

**Restricted Electives:**

**Units: 4.0-6.0**

MUS 14 *	JAZZ COMPOSITION AND ARRANGING	3.0
MUS 15 *	MUSIC COMPOSITION	3.0
<i>MUS 50 may be taken up to 4 times</i>		1.0-4.0
MUS 50 *	APPLIED MUSIC	1.0
MUS 18 *	ADVANCED MUSIC COMPOSITION	3.0
MUS 117 *	POPULAR SONGWRITING	3.0
MUS 118	DIGITAL MULTI-TRACK MUSIC RECORDING	2.5
MUS 130	MUSIC PRODUCTION I	2.5
MUS 132	INTRODUCTION TO MUSIC TECHNOLOGY	2.0

**Associate of Arts Degree**

Completion of the required courses in the major and a minimum of 60 units including the General Education requirements with an overall GPA of 2.0 qualifies the student for the Associate of Arts degree. A minimum of 12 units must be completed at Saddleback College.

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 20.0-34.0**

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

## MUSIC - AA-T Degree

### Summary

The curriculum in the Music program is designed to provide the transfer student an opportunity to achieve the Associate in Arts in Music for Transfer. Students who complete the Associate in Arts in Music for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. The courses required in this program provide students with a minimum foundation of knowledge to pursue advanced study in vocal, instrumental or jazz music performance. Most transfer institutions require that applicants pass a competitive audition before being accepted into the program. Transfer students should consult their transfer institutions of choice for further information on specific lower-division music major requirements.

While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer. The following is a list of possible career paths for the music major, some requiring additional education and experience: performer, choral director, instrumental conductor, music teacher, music director, music therapist, music librarian, composer/arranger, copyist, music repair technician, music instrument sales representative, music critic, music editor, performing arts manager.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

**Note:** Students must complete the Intersegmental General Education Transfer Curriculum (IGETC) for this degree in order to complete it within the prescribed 60 unit requirement for Associate Degrees for Transfer.

### Learning Outcome(s):

- Analyze musical scores and compositions.
- Critique personal music performances and those of other musicians.
- Analyze and perform the elements of music (rhythm, melody, harmony, and form).
- Create derivative or original music at a level appropriate to the area of specialization.
- Compare and contrast the characteristics of various musical cultures and historical periods from the origin of music history to the present.

## Requirements

### Required Core:

**Units: 18.0-18.5**

<i>Select one</i>		3.0
MUS 1	THE BASICS OF MUSIC	3.0
OR		
MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 12 *	HARMONY III	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
MUS 94 *	MUSICIANSHIP III	1.0
<i>Applied Music: The following course must be taken twice for a total of two units</i>		2.0
MUS 50 *	APPLIED MUSIC	1.0
MUS 50 *	APPLIED MUSIC	1.0
<i>Major Ensemble and/or Specialized Ensemble</i>		4.0-4.5
MUS 35 *	CONTEMPORARY CHOIR	2.0
MUS 41 *	SYMPHONIC WIND ENSEMBLE	2.0
MUS 42 *	SYMPHONIC ORCHESTRA	2.0
MUS 47 *	SADDLEBACK COLLEGE BIG BAND	2.0
MUS 32 *	SINGING SOCIETY	2.0
MUS 33 *	MASTERWORKS CHORALE	2.0
MUS 34 *	EARLY MUSIC ENSEMBLE	2.0
MUS 38 *	INTERCULTURAL MUSIC ENSEMBLE	2.0
MUS 39 *	COMMERCIAL MUSIC ENSEMBLE	2.0
MUS 43 *	STRING ORCHESTRA	2.0
MUS 64 *	PIANO ENSEMBLE	1.5
MUS 65 *	PIANO ACCOMPANYING	1.5
MUS 140 *	IMPROVISED MUSIC IN A JAZZ COMBO	2.0
MUS 146 *	CONTEMPORARY BIG BAND LITERATURE	2.0
MUS 147 *	MID-SIZE AFRICAN-AMERICAN BASED ENSEMBLE JAZZ	2.0
MUS 148	JAZZ ENSEMBLE	2.0
MUS 182 *	SOUL MUSIC ENSEMBLE	2.0
MUS 184 *	ELECTRONIC MUSIC ENSEMBLE	2.0
MUS 187 *	MODERN ROCK AND POP MUSIC ENSEMBLE	2.0
MUS 197 *	REHEARSAL AND PERFORMANCE (JAZZ STUDIES)	1.0

### List A: Complete 3-4 Units

**Units: 3.0-4.0**

MUS 54A	BEGINNING PIANO I	2.0
MUS 54B *	BEGINNING PIANO II	2.0
MUS 55A *	INTERMEDIATE PIANO I	2.0
MUS 20	MUSIC APPRECIATION	3.0

**Total: 21.0-22.5**

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

## MUSIC COMPOSITION - Certificate of Achievement

### Summary

The completion of this Certificate of Achievement in Music Composition prepares students for transfer into a Bachelors of Arts in Music degree in Music Composition. This program is part of a group of stackable certificates in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. During the program, students will develop the music composition portfolios that they will submit as part of their transfer applications. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes composition for small and large ensembles in a variety of classical music genres. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical and jazz forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Compose for solo, chamber and various size large ensembles including Wind Symphonies and Orchestras
- Identify historically important composers
- Identify historically important musical eras and their style components

## Requirements

### Required Core:

**Units: 14.0**

MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
MUS 15 *	MUSIC COMPOSITION	3.0
MUS 18 *	ADVANCED MUSIC COMPOSITION	3.0

### Restricted Electives:

**Units: 2.5-3.0**

MUS 130	MUSIC PRODUCTION I	2.5
MUS 14 *	JAZZ COMPOSITION AND ARRANGING	3.0

**Total: 16.5-17.0**

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

## MUSIC PRODUCTION - Occupational Skills Award

### Summary

Provides students with entry-level skills for employment in the fields of music production, film/tv/game composition, live performance, sound design, music editing and music recording. Students will use industry-recognized software to create, edit and perform music. The OSA also provides students with the music business knowledge necessary to promote their work.

### Learning Outcome(s):

- Operate a digital audio workstation and setup software and hardware.
- Use midi and virtual instruments.
- Create music using Ableton Live.
- Edit music using Ableton Live.
- Perform music using Ableton Live and a midi controller.
- Describe various roles in the music industry.
- Explain how to publish, market and promote musical compositions.

## Requirements

### Required Core:

**Units: 7.5**

MUS 130	MUSIC PRODUCTION I	2.5
MUS 131 *	MUSIC PRODUCTION II	2.0
MUS 120	INTRODUCTION TO THE MUSIC INDUSTRY	3.0

**Total: 7.5**

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

## MUSIC PRODUCTION ENTREPRENEURSHIP - Certificate of Achievement

### Summary

The Music Production Entrepreneur certificate prepares students to use industry-recognized software and hardware to create, edit, record and perform music. Its entrepreneurial focus prepares students with the knowledge necessary to market, promote and monetize their music. The certificate will equip students to enter the following occupations: music producer, professional musician, recording engineer, film composer, video game composer, electronic musician, music supervisor, music library owner or digital media composer/producer. The field of Music Production is inherently competitive, and completion of the program does not guarantee employment. Success in the occupations listed above is based on a number of factors including musical, technical and entrepreneurial ability.

### Learning Outcome(s):

- Create, edit, record and perform music using a Digital Audio Workstation.
- Describe, analyze and discuss trends in electronic music production, including sampling, controllerism and drum programming.
- Analyze and evaluate various methods of music distribution.
- Discuss and identify various careers within the music industry.
- Analyze and illustrate various principles of the music industry including but not limited to music copyright, music publishing, music licensing, artist and performing rights organizations.
- Compare models for digital music monetization and self-promotion.

### Requirements

#### Required Core:

**Units: 10.0**

MUS 130	MUSIC PRODUCTION I	2.5
MUS 131 *	MUSIC PRODUCTION II	2.0
MUS 120	INTRODUCTION TO THE MUSIC INDUSTRY	3.0
MUS 118	DIGITAL MULTI-TRACK MUSIC RECORDING	2.5

#### Restricted Electives:

**Units: 2.0-3.0**

MUS 1	THE BASICS OF MUSIC	3.0
MUS 10 *	HARMONY I	3.0
MUS 54A	BEGINNING PIANO I	2.0
CWE 180	CO-OP-ED COMMERCIAL MUSIC	2.0

**Total: 12.0-13.0**

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

## MUSICAL THEATRE - A.A. Degree

### Summary

The Associate of Arts degree in Musical Theater is designed for students interested in entering Musical Theatre as a career. This program trains students to sing, act, and dance which are the skills needed to become a successful triple threat in the industry. The Musical Theater A.A. degree will prepare students for transfer who are interested in pursuing

further education and training to major in Musical Theater or Acting at a four-year institution as well as support career goals for those who want to enter the profession immediately.

### Learning Outcome(s):

- Demonstrate proficiency in acting by being able to break down a scene into its component part and perform in front of a class and an audience.
- Demonstrate proficiency in singing by singing in front of a class and an audience.
- Demonstrate proficiency in dancing by performing choreographed dance routines in front of a class and an audience.

### Requirements

#### Required Core:

**Units: 25.5**

MUS 81 *	INTERMEDIATE VOICE	1.5
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
ETT 40	STAGECRAFT	3.0
TA 1	FUNDAMENTALS OF ACTING	3.0
TA 2 *	SCENE STUDY I	3.0
TA 3 *	SCENE STUDY II	3.0
TA 10	MUSICAL THEATRE TECHNIQUES	3.0
TA 107 *	SCENE STUDY FOR AMERICAN MUSICAL THEATRE	3.0
DANC 52	BALLET DANCING LEVEL I	1.0
DANC 53 *	INTERMEDIATE BALLET	1.0
<i>Select one</i>		1.0
DANC 58	JAZZ DANCING LEVEL I	1.0
OR		
DANC 59 *	INTERMEDIATE JAZZ DANCING	1.0
<i>Select one</i>		1.0
DANC 60	INTRODUCTION TO TAP DANCING	1.0
OR		
DANC 61	TAP DANCING LEVEL I	1.0
OR		
DANC 62 *	INTERMEDIATE TAP DANCING	1.0

#### Restricted Electives:

**Units: 3.0**

TA 15 *	REHEARSAL AND PERFORMANCE - DRAMA	3.0
TA 16 *	REHEARSAL AND PERFORMANCE - COMEDY	3.0
TA 17 *	REHEARSAL AND PERFORMANCE - MIXED GENRES	3.0
TA 19 *	REHEARSAL AND PERFORMANCE - MUSICAL THEATRE	3.0
TA 150 *	SUMMER CONSERVATORY MUSICAL THEATRE	2.0
TA 151 *	SUMMER CONSERVATORY MUSICAL THEATRE - PRODUCTION	2.0
TA 154 *	SUMMER CONSERVATORY LATE 20TH CENTURY MUSICAL THEATRE	2.0
TA 155 *	SUMMER CONSERVATORY CONTEMPORARY MUSICAL THEATRE	2.0
MUS 35 *	CONTEMPORARY CHOIR	2.0
TA 4 *	ACTING STYLES I	3.0
TA 20	THEATRE APPRECIATION	3.0
TA 22	MUSICAL THEATRE HISTORY AND APPRECIATION	3.0
TA 43	STAGE MAKE-UP	3.0
TA 190	ACTING FOR TELEVISION AND FILM	3.0
ETT 41 *	LIGHTING DESIGN FUNDAMENTALS	3.0

ETT 42	COSTUME DESIGN	3.0
ETT 101 *	FUNDAMENTALS OF DESIGN AND GRAPHICS FOR THEATRE	3.0
DANC 51	INTRODUCTION TO BALLET	1.0
DANC 51	INTRODUCTION TO BALLET	1.5
DANC 54	INTRODUCTION TO MODERN DANCE	1.0
DANC 54	INTRODUCTION TO MODERN DANCE	1.5
DANC 55 *	MODERN DANCE LEVEL I	1.0
DANC 55 *	MODERN DANCE LEVEL I	1.5
DANC 56 *	INTERMEDIATE MODERN DANCE	1.0
DANC 56 *	INTERMEDIATE MODERN DANCE	1.5
DANC 67 *	POINTE BALLET	1.0
DANC 67 *	POINTE BALLET	1.5
DANC 71 *	ADVANCED BALLET	1.0
DANC 71 *	ADVANCED BALLET	1.5
DANC 72 *	ADVANCED MODERN DANCE	1.0
DANC 72 *	ADVANCED MODERN DANCE	1.5
DANC 73 *	ADVANCED JAZZ DANCE	1.0
DANC 73 *	ADVANCED JAZZ DANCE	1.5
DANC 75 *	ADVANCED TAP DANCE	1.0
DANC 78	HIP HOP	1.0
DANC 79 *	HIP HOP LEVEL I	1.0
DANC 80 *	INTERMEDIATE HIP HOP	1.0
DANC 81 *	ADVANCED HIP HOP	1.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 28.5**

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

## NETWORK ADMINISTRATOR - A.S. Degree

### Summary

This program prepares students for entry-level positions as either operating system or network administrators. The core requirements for the certificate include preparation for industrial coveted CompTIA A+ and Network+ certificates. The restrictive electives allow students to either emphasize networking with Cisco, a worldwide leader in cybersecurity solutions and computers networking, or students can emphasize Microsoft Window's system administration. Other emphases might be Microsoft Window's desktop applications or SQL databases.

### Learning Outcome(s):

- Design a basic high-speed computer network to fulfill a customer's requirements.
- Demonstrate knowledge of IT and network terminology.



- Describe various command line operating system commands.
- Demonstrate key skills for employment in the area of Network Administrator.

## Requirements

### Required Core:

**Units: 12.0**

CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
CIMN 110	NETWORKING ESSENTIALS AND TECHNOLOGIES FOR IT CYBERSECURITY	3.0
CIMN 120	INTRODUCTION TO NETWORKING:COMPTIA NETWORK+	3.0
CIMN 130	COMPUTER OPERATING SYSTEMS - UNIX AND LINUX	3.0

### Restricted Electives:

**Units: 6.0-7.0**

CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMN 140 *	FUNDAMENTAL UNIX/LINUX SYSTEM ADMINISTRATION	3.0
CIMN 160	CISCO CCNA: ROUTING AND SWITCHING ESSENTIALS	3.0
CIMN 220A	MCSE CERTIFICATION EXAM PREP I	3.0
CIMN 220B	MCSE CERTIFICATION EXAM PREP II	3.0
CIMN 220C	MCSE CERTIFICATION EXAM PREP III	3.0
CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
CIMS 130	INTRO TO INFORMATION SYSTEMS SECURITY: COMPTIA SECURITY+	3.0
CIMS 150	INTRODUCTION TO CYBERSECURITY: ETHICAL HACKING	3.0
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0-19.0**

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

## NETWORK ADMINISTRATOR - Certificate of Achievement

### Summary

This program prepares students for entry-level positions as either operating system or network administrators. The core requirements for the certificate include preparation for industrial coveted CompTIA A+ and Network+ certificates. The restrictive electives allow students to either emphasize networking with Cisco, a worldwide leader in cybersecurity solutions and computers networking, or students can emphasize Microsoft Window's system administration. Other emphases might be Microsoft Window's desktop applications or SQL databases.

### Learning Outcome(s):

- Design a basic high-speed computer network to fulfill a customer's requirements.
- Demonstrate knowledge of IT and network terminology.
- Describe various command line operating system commands.
- Demonstrate key skills for employment in the area of Network Administrator.

## Requirements

### Required Core:

**Units: 12.0**

CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
CIMN 110	NETWORKING ESSENTIALS AND TECHNOLOGIES FOR IT CYBERSECURITY	3.0
CIMN 120	INTRODUCTION TO NETWORKING:COMPTIA NETWORK+	3.0
CIMN 130	COMPUTER OPERATING SYSTEMS - UNIX AND LINUX	3.0

### Restricted Electives:

**Units: 6.0-7.0**

CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMN 140 *	FUNDAMENTAL UNIX/LINUX SYSTEM ADMINISTRATION	3.0
CIMN 160	CISCO CCNA: ROUTING AND SWITCHING ESSENTIALS	3.0
CIMN 220A	MCSE CERTIFICATION EXAM PREP I	3.0
CIMN 220B	MCSE CERTIFICATION EXAM PREP II	3.0
CIMN 220C	MCSE CERTIFICATION EXAM PREP III	3.0
CIMS 130	INTRO TO INFORMATION SYSTEMS SECURITY: COMPTIA SECURITY+	3.0
CIMS 150	INTRODUCTION TO CYBERSECURITY: ETHICAL HACKING	3.0
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0

**Total: 18.0-19.0**

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

## NEW MEDIA MARKETING - Certificate of Achievement

### Summary

The New Media Marketing Certificate of Achievement is designed to prepare students for various marketing, sales, and retail store entry-level or management assistant positions; to assist existing marketing managers and sales professionals in upgrading their skills; and to open new career opportunities within the marketing field. Courses in social media marketing and eCommerce prepare students for related positions that are experiencing increasingly high demand. Upon successful completion of the requirements for this certificate, students will have enough knowledge of marketing to succeed in an entry-level position related to marketing.

### Learning Outcome(s):

- Apply effective classic and contemporary marketing functions, including strategic planning, pricing, distribution, promotion, product and service development, and uses of new technologies, including social media and e-commerce.
- Use essential employability skills, including: communication, collaboration, thinking and innovation, professionalism, initiative and self-direction, intergenerational and cross-cultural competence, organizational culture, and legal and ethical practices.
- Integrate expertise in technical knowledge and skills with thinking and reasoning strategies to create, innovate, and devise solutions.
- Behave in a professional manner appropriate to organizational expectations, including the exercise of initiative and self-direction and observation of laws, rules, and ethical practices.

## Requirements

<b>Required Core:</b>		<b>Units: 7.0</b>
BUS 105	SOCIAL MEDIA MARKETING	3.0
BUS 135	MARKETING	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0
<b>Restricted Electives:</b>		<b>Units: 6.0</b>
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 109	E-COMMERCE MARKETING	3.0
		<b>Total: 13.0</b>

## NUTRITION - A.S. Degree

### Summary

The Nutrition Associate of Science degree prepares students for a wide variety of employment opportunities involving the applications of fundamentals of nutrition. Employment possibilities include public agencies, day-care centers for the young and the elderly, food co-ops, recreational programs, pregnancy and weight management clinics, school food service, nutrition education programs in schools, health clubs, gyms and figure salons, health food and supplement stores, hospitals, nutritional supplement sales, and rehabilitation programs. The program also offers coursework for professional improvement.

By completing the Nutrition degree, students will be trained to relate nutrition to health, fitness and disease; to critically assess and apply research in the area of nutritional sciences; to apply current dietary guidelines and nutrition recommendations for good health; to interpret and analyze nutrition labeling; to identify the function, deficiencies, toxicities and sources of nutrients; to identify causes and solutions to obesity and eating disorders; to identify causes and prevention of foodborne illness; to identify food-based solutions to dietary inadequacies; and to compare nutritional needs throughout the life cycle.

### Learning Outcome(s):

- Identify components of a healthy diet and lifestyle that lead to long-term optimal health and disease prevention.
- Accurately assess an individual's nutritional status and make appropriate dietary recommendations.
- Identify and analyze credible research on nutrition-related topics.

### Requirements

<b>Required Core:</b>		<b>Units: 12.0-14.0</b>
<i>Select one</i>		3.0
FCS 115	CONSUMER ISSUES	3.0
OR		
FCS 142	LIFE MANAGEMENT	3.0
<i>Select one</i>		0.0-2.0

FN 171 **	SANITATION AND SAFETY	2.0
OR		
FN 210 **	SERVSAFE IN FOOD PRODUCTION	1.0
FN 50 †	FUNDAMENTALS OF NUTRITION	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 165	CAREERS IN NUTRITION AND DIETETICS	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
CWE 180 † ^	CO-OP-ED FOODS AND NUTRITION	1.0
CWE 180 † ^	CO-OP-ED FOODS AND NUTRITION	1.0

**Restricted Electives: Select 3 courses****Units: 9.0**

FN 64	NUTRITION ISSUES AND CONTROVERSIES	3.0
FN 160	NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS	3.0
FN 164	SPORTS NUTRITION	3.0
FN 161 *	CLINICAL NUTRITION	3.0
FN 169 *	LIFECYCLE NUTRITION	3.0
FN 206	SUSTAINABLE NUTRITION AND FOOD SYSTEMS	3.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 21.0-23.0**

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

† FN 50 recommended prior to CWE 180.

^ Students must complete 2 units of CO-OP-ED FOODS AND NUTRITION to earn the degree.

\*\* Students with valid California ServSafe Certification may have this core requirement waived.

**NUTRITION - Certificate of Achievement****Summary**

The Nutrition Certificate of Achievement program prepares students for a wide variety of employment opportunities involving the applications of fundamentals of nutrition. Employment possibilities include public agencies, day-care centers for the young and the elderly, food co-ops, recreational programs, pregnancy and weight management clinics, school food service, nutrition education programs in schools, health clubs, gyms and figure salons, health food and supplement stores, hospitals, nutritional supplement sales, and rehabilitation programs. The program also offers coursework for professional improvement.

By completing the Nutrition certificate, students will be trained to relate nutrition to health, fitness and disease; to critically assess and apply research in the area of nutritional sciences; to apply current dietary guidelines and nutrition recommendations for good health; to interpret and analyze nutrition labeling; to identify the function, deficiencies, toxicities and sources of nutrients; to identify causes and solutions to obesity and eating disorders; to

identify causes and prevention of foodborne illness; to identify food-based solutions to dietary inadequacies; and to compare nutritional needs throughout the life cycle.

### Learning Outcome(s):

- Identify components of a healthy diet and lifestyle that lead to long-term optimal health and disease prevention.
- Accurately assess an individual's nutritional status and make appropriate dietary recommendations.
- Identify and analyze credible research on nutrition-related topics.

## Requirements

### Required Core:

**Units: 12.0-14.0**

<i>Select one</i>		3.0
FCS 115	CONSUMER ISSUES	3.0
OR		
FCS 142	LIFE MANAGEMENT	3.0
<i>Select one</i>		0.0-2.0
FN 171 **	SANITATION AND SAFETY	2.0
OR		
FN 210 **	SERVSAFE IN FOOD PRODUCTION	1.0
FN 50 †	FUNDAMENTALS OF NUTRITION	3.0
FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
FN 165	CAREERS IN NUTRITION AND DIETETICS	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
CWE 180 † ^	CO-OP-ED FOODS AND NUTRITION	1.0
CWE 180 † ^	CO-OP-ED FOODS AND NUTRITION	1.0

### Restricted Electives: Select 3 courses

**Units: 9.0**

FN 64	NUTRITION ISSUES AND CONTROVERSIES	3.0
FN 160	NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS	3.0
FN 164	SPORTS NUTRITION	3.0
FN 161 *	CLINICAL NUTRITION	3.0
FN 169 *	LIFECYCLE NUTRITION	3.0
FN 206	SUSTAINABLE NUTRITION AND FOOD SYSTEMS	3.0

**Total: 21.0-23.0**

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

† FN 50 recommended prior to CWE 180.

^ Students must complete 2 units of CO-OP-ED FOODS AND NUTRITION to earn the certificate.

\*\* Students with valid California ServSafe Certification may have this core requirement waived.

## NUTRITION AND DIETETICS - AS-T Degree

### Summary

The Nutrition program prepares students for a wide variety of employment opportunities involving the applications of fundamentals of normal nutrition. Employment possibilities include public agencies, day-care centers for the young and the elderly, food co-ops, recreation work, pregnancy clinics, education (such as preschool and elementary school), health clubs, gym and figure salons, health food stores and nutritional supplement sales, and drug abuse clinics. The program offers coursework for professional improvement, and some courses can be utilized as transfer courses for students pursuing a Bachelor's degree.

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

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Transfer to a CSU if pursuing a baccalaureate degree in Nutritional Sciences or similar major.
- Demonstrate a strong foundation in nutrition, culinary, psychology, and biological sciences necessary to pursue a 4-year degree and develop a successful career in Nutrition and Dietetics.

## Requirements

### Required Core:

**Units: 16.0**

FN 50	FUNDAMENTALS OF NUTRITION	3.0
<i>Select one</i>		3.0
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
CHEM 1A *	GENERAL CHEMISTRY	5.0
BIO 15	GENERAL MICROBIOLOGY	5.0

### List A: Select two courses

**Units: 7.0-9.0**

CHEM 12A *	ORGANIC CHEMISTRY	5.0
BIO 11 *	HUMAN ANATOMY	4.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

### List B: Complete the following course

**Units: 3.0**

FN 110 *	FOOD PREPARATION ESSENTIALS	3.0
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**Total: 26.0-28.0**

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

## PARAMEDIC - A.S. Degree

### Summary

The Paramedic program is designed to prepare the student for licensure as a Paramedic. It is an intense, full-time program consisting of lecture, skills lab, clinical practice, and field internship. Students must possess a current CPR-Health Care Provider Card and are also required to have a current EMT license and one-year recent work experience. Students must have or purchase malpractice insurance prior to taking PM 230\*.

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

†A minimum grade of "B" is required.

### Learning Outcome(s):

- Demonstrate entry level skills for a variety of roles at the entry-level as a Paramedic.
- Demonstrate sufficient preparation to pass the NREMT-P.
- Apply skills in didactic, psycho-motor, and affective domains needed to perform the duties as a Paramedic in the community.
- Complete the FISDAP Paramedic National Registry of Emergency Medical Technicians Advanced Level Paramedic Exam preparation.

To file a complaint about this program, contact: [CoAEMSP](#)

## Requirements

### Required Core:

**Units: 33.5**

PM 220 *	PARAMEDIC THEORY	14.0
PM 230 *	PARAMEDIC CLINICAL EXPERIENCE	7.5
PM 240 *	PARAMEDIC FIELD INTERNSHIP	12.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

### Accreditation

The Saddleback Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

To contact CAAHEP: 1361 Park Street Clearwater, FL. 33756 [www.caahep.org](http://www.caahep.org)

To contact CoAEMSP: 8301 Lakeview Parkway, Suite 111-312 Rowlett, TX 75088 (214) 703-8845 FAX (214) 703-8992 [www.coaemsp.org](http://www.coaemsp.org)

The Saddleback College Paramedic Program is also regulated by the following outside agencies for accreditation and/or licensure requirements:

California Code of Regulations Title 22, Social Security Division 9. Pre-Hospital Emergency Medical Services Chapter 4. Paramedic

Orange County EMS Policies 250.00 520.00

**Total units does not include all units required for the degree.**

**Total: 33.5**

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



## PARAMEDIC - Certificate of Achievement

### Summary

The Paramedic program is designed to prepare the student for licensure as a Paramedic. It is an intense, full-time program consisting of lecture, skills lab, clinical practice, and field internship. Students must possess a current CPR-Health Care Provider Card and are also required to have a current EMT license and one-year recent work experience. Students must have or purchase malpractice insurance prior to taking PM 230\*.

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

†A minimum grade of "B" is required.

### Learning Outcome(s):

- Demonstrate entry level skills for a variety of roles at the entry-level as a Paramedic.
- Demonstrate sufficient preparation to pass the NREMT-P.
- Apply skills in didactic, psycho-motor, and affective domains needed to perform the duties as a Paramedic in the community.
- Complete the FSDAP Paramedic National Registry of Emergency Medical Technicians Advanced Level Paramedic Exam preparation.

To file a complaint about this program, contact: [CoAEMSP](#)

### Requirements

#### Required Core:

**Units: 33.5**

PM 220 *	PARAMEDIC THEORY	14.0
PM 230 *	PARAMEDIC CLINICAL EXPERIENCE	7.5
PM 240 *	PARAMEDIC FIELD INTERNSHIP	12.0

**Total: 33.5**

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

## PERSIAN - A.A. Degree

### Summary

The curriculum in the Persian program is designed to provide the student the opportunity to achieve an Associate of Arts in Persian degree by providing the necessary breadth in the field. Students who complete the Associate of Arts Degree in Persian will have more opportunities in government business, medicine, law, technology, industry, marketing and other related fields.

A Persian degree provides students with more positive attitudes and less prejudice toward people who are different, teaches and encourages respect for other peoples: it fosters an understanding of the interrelation of language and human nature, appreciation of other ways of life, different systems of belief, and different ways of constructing knowledge, and, perhaps most importantly, a better understanding of the world in which they live and leads to an appreciation of cultural diversity. The curriculum in the Persian program is designed to provide the student the opportunity to achieve an Associate of Arts (AA) in Persian degree.

### Learning Outcome(s):

- Accurately interpret written sections in Persian.
- Accurately interpret spoken language in Persian.

- Develop proficient conversational skills in Persian.
- Demonstrate knowledge of the history, politics, literature, culture and arts of the Persian speaking countries as well as people who speak Persian.

## Requirements

### Required Core:

**Units: 23.0**

PRSN 1 *	ELEMENTARY PERSIAN	5.0
PRSN 2 *	ELEMENTARY PERSIAN	5.0
PRSN 3 *	INTERMEDIATE PERSIAN	5.0
PRSN 4 *	INTERMEDIATE PERSIAN	5.0
PRSN 21 *	INTRODUCTION TO PERSIAN CULTURE	3.0

### Associate of Arts Degree

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

### General Education Requirement for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## PERSONAL TRAINING SPECIALIST - Certificate of Achievement

### Summary

This certificate is designed for students interested in the field of personal training and fitness instruction. Students completing this certification will learn the fundamentals of exercise science, theory and application techniques for various modes of fitness training, how to perform fitness assessments, the effects of social, psychological, and behavioral factors on training, basics of sports nutrition, and how to create personalized training programs. Upon completion of this certification program, students will be prepared for entry-level personal training and fitness specialist positions in fitness clubs, health and wellness centers, educational institutes, and community establishments. Courses in this program also prepare students to further their certification through the nationally recognized, American Council on Exercise (ACE).

### Learning Outcome(s):

- Demonstrate an understanding of basic exercise science.
- Demonstrate an understanding of various techniques and modes of fitness training.
- Explain the effects of various social, psychological, and behavioral factors on health, wellness, and fitness training.
- Design a personalized training program that meets the needs and desires of an individual.
- Demonstrate an understanding of business policies and legal guidelines.
- Identify health and safety concerns and respond with the appropriate care and/or procedures.

## Requirements

### Required Core:

**Units: 6.5**

KNES 110	THEORY AND TECHNIQUES OF PERSONAL TRAINING	3.0
KNES 112	THE PROFESSION OF PERSONAL TRAINING	2.0
HLTH 2	FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR	1.5

**Restricted Electives: Select two courses****Units: 2.0-3.0**

KNES 1	CARDIOVASCULAR CONDITIONING	1.0
KNES 1	CARDIOVASCULAR CONDITIONING	1.5
KNES 2	STRENGTH TRAINING	1.5
KNES 3	CIRCUIT WEIGHT TRAINING	1.0
KNES 3	CIRCUIT WEIGHT TRAINING	1.5
KNES 4	BEGINNING WEIGHT LIFTING	1.0
KNES 4	BEGINNING WEIGHT LIFTING	1.5
KNES 5 *	INTERMEDIATE WEIGHT LIFTING	1.0
KNES 5 *	INTERMEDIATE WEIGHT LIFTING	1.5
KNES 6 *	ADVANCED WEIGHT LIFTING	1.0
KNES 6 *	ADVANCED WEIGHT LIFTING	1.5
KNES 10	CROSS TRAINING	1.0
KNES 10	CROSS TRAINING	1.5
KNES 31	MUSCLE TONING FOR WOMEN	1.0
KNES 31	MUSCLE TONING FOR WOMEN	1.5
KNES 66	CORE TRAINING	1.0
KNES 66	CORE TRAINING	1.5

**Total: 8.5-9.5**

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

## PHILOSOPHY - A.A. Degree

### Summary

The Philosophy Department applies critical and analytic methods to theories of knowledge, reality, ethics, religion, and more, from a variety of cultural perspectives, and thereby promotes intellectual growth, an appreciation of social justice, and character. Using traditional philosophical literature, students are exposed to a specific set of philosophical problems and themes that span the history of the discipline.

In all of our Philosophy courses, we maintain a dynamic environment for learning in which we discuss and evaluate philosophical theories and concepts and apply that learning to everyday life through the use of further analysis. The study of such fundamental issues through various perspectives increases cultural awareness and develops critical thinking skills in the students. The Philosophy Program offers courses that examine our common assumptions, values, and traditions, and thereby challenge students to grow intellectually and personally. The content of philosophy focuses on an array of questions regarding humanity, morality, knowledge, and reality. Studying this content expands one's intellectual horizons. Moreover, the practice of careful argumentation that is central to the philosophical method puts students in the position to be effective and motivated lifelong learners.

The curriculum in the Philosophy Associate of Science degree program is designed to provide the transfer student the opportunity to achieve an associate degree. While a baccalaureate or higher degree is recommended for those considering majors related to the field of philosophy—majors which include philosophy itself as well as literature, history, economics, gender studies, religion, political science, and law—earning the associate degree would support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Identify and evaluate the main philosophical theories in metaphysics, epistemology, and ethics in the Western tradition.
- Use logical principles (i.e. formal and/or informal logic) and apply them to everyday examples.

- Recognize and understand the universalizing, structuring, and metaphorical power of language as it affects thinking and theorizing.

## Requirements

### Required Core:

**Units: 12.0**

<i>Select one</i>		3.0
PHIL 1 *	INTRODUCTION TO PHILOSOPHY	3.0
OR		
PHIL 1H *	HONORS INTRODUCTION TO PHILOSOPHY	3.0
PHIL 5 *	HISTORY OF MODERN PHILOSOPHY	3.0
PHIL 12 *	INTRODUCTION TO LOGIC	3.0
PHIL 14 *	PHILOSOPHY OF RELIGION	3.0

### Restricted Electives:

**Units: 6.0**

HUM 1 *	INTRODUCTION TO HUMANITIES	3.0
HUM 2 *	ORIGINS OF WESTERN CULTURE IN LITERATURE	3.0
HUM 3 *	THE CULTURE OF MEDIEVAL AND RENAISSANCE EUROPE	3.0
PHIL 10 *	WORLD RELIGIONS	3.0
PHIL 15 *	INTRODUCTION TO ETHICS	3.0

## Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## PHILOSOPHY - AA-T Degree

### Summary

The curriculum in the Philosophy program is designed to provide the transfer student an Associate in Arts in Philosophy for Transfer Degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for philosophy along with courses required for general education. Students who complete the Associate in Arts in Philosophy for Transfer Degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer. Majoring in Philosophy is an excellent way of preparing for law school or preparing careers that involve facility in writing skills, reasoning, analysis, and information processing.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

- a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Identify and evaluate the main philosophical theories in metaphysics, epistemology, and ethics in the Western tradition.
- Use logical principles (i.e. formal and/or informal logic) and apply them to everyday examples.
- Recognize and understand the universalizing, structuring, and metaphorical power of language as it affects thinking and theorizing.

## Requirements

### Required Core: Select two courses

**Units: 6.0**

<i>Select PHIL 12 and one of the next three courses</i>		6.0
PHIL 12 *	INTRODUCTION TO LOGIC	3.0
AND		
PHIL 1 *	INTRODUCTION TO PHILOSOPHY	3.0
OR		
PHIL 1H *	HONORS INTRODUCTION TO PHILOSOPHY	3.0
OR		
PHIL 15	INTRODUCTION TO ETHICS	3.0

### List A: Select the course below or any Required Core course not already used

**Units: 3.0**

PHIL 5 *	HISTORY OF MODERN PHILOSOPHY	3.0
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### List B: Select two courses below or any List A course not already used

**Units: 6.0**

HIST 62	EUROPEAN HISTORY TO 1650	3.0
HIST 63	EUROPEAN HISTORY SINCE 1650	3.0
PHIL 14 *	PHILOSOPHY OF RELIGION	3.0
PHIL 10 *	WORLD RELIGIONS	3.0

### List C: Select the course below or any List A or List B course not already used

**Units: 3.0**

HUM 1 *	INTRODUCTION TO HUMANITIES	3.0
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**Total: 18.0**

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

## PHOTOGRAPHY - A.A. Degree

### Summary

The curriculum in the Photography Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Demonstrate skills in using camera controls to create an intended image.

- Produce imagery that exhibits an understanding of the principles of design and composition.
- Demonstrate an understanding of new photographic techniques and processes.

## Requirements

### Required Core:

**Units: 18.0**

PHOT 25	HISTORY OF PHOTOGRAPHY	3.0
PHOT 50	DIGITAL PHOTOGRAPHY I	3.0
PHOT 51 *	INTRODUCTION TO PHOTOSHOP AND DIGITAL IMAGING	3.0
PHOT 55 *	DIGITAL PHOTOGRAPHY II	3.0
PHOT 156 *	DIGITAL PHOTOGRAPHY III	3.0
<i>Select one</i>		3.0
PHOT 152 *	INTERMEDIATE PHOTOSHOP AND DIGITAL IMAGING	3.0
OR		
PHOT 190 *	SPECIAL PROBLEMS IN PHOTOGRAPHY	3.0

### Restricted Electives:

**Units: 3.0**

PHOT 154 *	ALTERNATIVE DIGITAL PROCESSES	3.0
PHOT 157 *	STUDIO LIGHTING	3.0

### Associate in Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 21.0**

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

## PHYSICS - A.S. Degree

### Summary

The curriculum in the Physics Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate of Science degree. While a baccalaureate or higher degree is recommended for those considering majors in engineering, biological sciences, or physics, earning the associate degree may also support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Demonstrate understanding of classical (or Newtonian) and fluid dynamics.
- Demonstrate understanding of classical electricity and magnetism.
- Demonstrate understanding of quantum mechanics, nuclear physics, optics and the special theory of relativity.

## Requirements

### Required Core:

**Units: 25.0**

<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
PHYS 4A *	GENERAL PHYSICS	5.0
PHYS 4B *	GENERAL PHYSICS	5.0
PHYS 4C *	GENERAL PHYSICS	5.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 25.0**

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

## PHYSICS - AS-T Degree

### Summary

The Associate in Science in Physics for Transfer degree provides a foundation in physics and mathematics for students planning to transfer into a baccalaureate program in physics, physics education or a similar major. This background should provide students with the tools to successfully complete a bachelor's degree.

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

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

Note: Students must complete the Intersegmental General Education Transfer Curriculum (IGETC) for this degree in order to complete it within the prescribed 60 unit requirement for Associate Degrees for Transfer.

### Learning Outcome(s):

- Demonstrate understanding of classical (or Newtonian) and fluid dynamics.
- Demonstrate understanding of classical electricity and magnetism.



- Demonstrate understanding of quantum mechanics, nuclear physics, optics and the special theory of relativity.

### Requirements

<b>Required Core:</b>		<b>Units: 30.0</b>
PHYS 4A *	GENERAL PHYSICS	5.0
PHYS 4B *	GENERAL PHYSICS	5.0
PHYS 4C *	GENERAL PHYSICS	5.0
<i>Select one</i>		5.0
MATH 3A *	ANALYTIC GEOMETRY AND CALCULUS	5.0
OR		
MATH 3AH *	HONORS ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3B *	ANALYTIC GEOMETRY AND CALCULUS	5.0
MATH 3C *	ANALYTIC GEOMETRY AND CALCULUS	5.0
		<b>Total: 30.0</b>

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

## PIANO PEDAGOGY - Certificate of Achievement

### Summary

The completion of this Certificate of Achievement in Piano Pedagogy prepares students for audition and transfer into a Bachelors of Arts in Music degree in Piano Pedagogy. This program is part of a group of stackable certificates in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes the skills necessary to pass a performance audition to a four-year music program, including the ability to perform a variety of keyboard styles. There is an audition requirement for MUS 50. During the auditions, students are expected to demonstrate college-level performance skills, which include phrasing, tone, reading, and musical interpretation of keyboard music genres. Students cannot complete the program without passing these auditions. This certificate also fulfills a portion of the requirements for the Music AA and ADT. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Perform solo and ensemble keyboard repertoire with appropriate technique, phrasing, intonation, and interpretation
- Identify the distinctions of method for teaching piano students at various skill levels, ages, and ability
- Identify age-appropriate literature for students

### Requirements

<b>Required Core:</b>		<b>Units: 19.0</b>
MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
MUS 50 * ^	APPLIED MUSIC	1.0

MUS 50 * ^	APPLIED MUSIC	1.0
MUS 178 *	BEGINNING PIANO PEDAGOGY	3.0
MUS 179 *	INTERMEDIATE PIANO PEDAGOGY	3.0
MUS 156 *	ADVANCED PIANO PEDAGOGY	3.0
<b>Required Ensembles: Complete two semesters from the following</b>		<b>Units: 3.0</b>
MUS 64 *	PIANO ENSEMBLE	1.5
MUS 65 *	PIANO ACCOMPANYING	1.5

**Total: 22.0**

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

^ Students must complete 2 semesters of Applied Music to earn the certificate.

## PLANT IDENTIFICATION - Occupational Skills Award

### Summary

The Plant Identification Occupational Skills Award encourages students to master skills required to identify all of the important annuals, groundcovers, vines, trees, shrubs, and native plants used in Southern California landscapes. Award holders will be able to make recommendations for the incorporation of these species into the landscape based on flower color, time of flowering, height, spread, fruit production, and known problems. This skill set will support students to gain entry level employment in nurseries (both wholesale and retail), tree care companies, landscape maintenance companies, and more.

### Learning Outcome(s):

- Grow and maintain ornamental plant materials.
- Identify local plant materials, including herbaceous and trees, shrubs, and California natives.
- Identify plants contributing to local ecologies and habitats.

### Requirements

<b>Required Core:</b>		<b>Units: 8.0</b>
HORT 10	PLANT MATERIALS-ORNAMENTAL	3.0
HORT 11	PLANT MATERIALS-EDIBLES	3.0
HORT 166	NATIVE PLANTS IN THE URBAN LANDSCAPE	2.0

**Total: 8.0**

## POLITICAL SCIENCE - A.A. Degree

### Summary

The curriculum in the Political Science Associate of Arts Degree program is designed to provide the transfer student the opportunity to achieve an Associate Degree. While a baccalaureate or higher degree is recommended for those considering majors related to this field such as pre-law, economics, history and journalism, earning the associate degree may support attempts to gain entry level employment in government, advocacy jobs, and lobbyist professions.

### Learning Outcome(s):

- Demonstrate an understanding of the principles and problems of politics in the United States and globally.
- Demonstrate an understanding of the basic systems, theories, ideologies, and models of political analysis.
- Explore specialized fields of study, including international relations, comparative politics, and political philosophy and theory.

## Requirements

### Required Core:

**Units: 12.0**

<i>Select one</i>			3.0
PS 1	AMERICAN GOVERNMENT		3.0
OR			
PS 1H	HONORS AMERICAN GOVERNMENT		3.0
PS 4	INTRODUCTION TO POLITICAL SCIENCE		3.0
PS 12	COMPARATIVE POLITICS AND GOVERNMENT		3.0
PS 14	INTERNATIONAL RELATIONS		3.0

### Restricted Electives:

**Units: 6.0**

<i>Select one</i>			3.0
ECON 2 *	PRINCIPLES (MACRO)		3.0
OR			
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS		3.0
<i>Select one</i>			3.0
ECON 4 *	PRINCIPLES (MICRO)		3.0
OR			
ECON 4H *	HONORS PRINCIPLES OF MICROECONOMICS		3.0
<i>Select one</i>			3.0
ECON 11	INTERNATIONAL POLITICAL ECONOMY		3.0
OR			
PS 11	INTERNATIONAL POLITICAL ECONOMY		3.0
HIST 16	HISTORY OF THE UNITED STATES TO 1876		3.0
HIST 17	HISTORY OF THE UNITED STATES SINCE 1876		3.0
MATH 10 *	INTRODUCTION TO STATISTICS		3.0
PS 10H	HONORS POLITICAL THEORY		3.0
PS 80	INTRODUCTION TO CONTEMPORARY AFRICA		3.0
<i>Select one</i>			3.0
SOC 1	INTRODUCTION TO SOCIOLOGY		3.0
OR			
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY		3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

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

## POLITICAL SCIENCE - AA-T Degree

### Summary

The curriculum in the Political Science program is designed to provide the transfer student the opportunity to achieve a Political Science Associate in Arts Degree for Transfer by providing the necessary breadth in the field and, an introduction to the methods used. Students who complete this degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Demonstrate an understanding of the principles and problems of politics in the United States and globally.
- Demonstrate an understanding of the basic systems, theories, ideologies, and models of political analysis.
- Explore specialized fields of study, including international relations, comparative politics, and political philosophy and theory.

### Requirements

<b>Required Core:</b>	<b>Units: 9.0</b>
<i>Select one</i>	3.0
PS 1                    AMERICAN GOVERNMENT	3.0
OR	
PS 1H                  HONORS AMERICAN GOVERNMENT	3.0
PS 12                  COMPARATIVE POLITICS AND GOVERNMENT	3.0
PS 14                  INTERNATIONAL RELATIONS	3.0
<b>List A: Select two courses</b>	<b>Units: 6.0</b>
PS 4                    INTRODUCTION TO POLITICAL SCIENCE	3.0
PS 10H                HONORS POLITICAL THEORY	3.0
PS 11                  INTERNATIONAL POLITICAL ECONOMY	3.0
OR	
ECON 11              INTERNATIONAL POLITICAL ECONOMY	3.0
<b>List B: Select one course below or any List A course not already used</b>	<b>Units: 3.0</b>
PS 45                  HUMAN RIGHTS IN A GLOBALIZED WORLD	3.0
PS 60                  GENDER, RACE, SEXUALITY AND THE LAW	3.0
GSS 60                GENDER, RACE, SEXUALITY AND THE LAW	3.0
PS 65                  INTRODUCTION TO RACE AND ETHNICITY IN POLITICAL SCIENCE	3.0
PS 80                  INTRODUCTION TO CONTEMPORARY AFRICA	3.0

HIST 80	INTRODUCTION TO CONTEMPORARY AFRICA	3.0
ECON 2 *	PRINCIPLES (MACRO)	3.0
ECON 2H *	HONORS PRINCIPLES OF MACROECONOMICS	3.0
GLST 1 *	INTRODUCTION TO GLOBAL STUDIES	3.0
HIST 75	HISTORY OF THE MODERN MIDDLE EAST	3.0

**Total: 18.0**

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

## PROFESSIONAL DEVELOPMENT FOR PRESCHOOL/TK EDUCATOR - Certificate of Achievement

### Summary

This certificate provides professional development for teachers of children 3-6 in a variety of settings including state preschool, Head Start, and transitional kindergarten. It meets the needs of transitional kindergarten teachers who are required to have 24 units of child development or early childhood education in addition to their bachelor's degree and multiple subjects teaching credential (ED Code 48000). In-depth study of the learning and developmental needs of children ages 3-6, the California Preschool Frameworks and Foundations, exploration of various classroom management and observation and assessment techniques are addressed. The content, resources, and methodology are relevant as professional development for any California Child Development Permit holder, preschool, transitional kindergarten, or kindergarten teacher.

### Learning Outcome(s):

- Plan individualized, and differentiated instruction based on reflective practice, observations and developmental needs of children ages 3-6.
- Apply their understanding of the California Preschool Foundations and Frameworks to plan integrated curriculum.
- Evaluate culturally and linguistically responsive practices that include the families of the children in the classroom.

### Requirements

#### Required Core:

**Units: 22.0-23.0**

CDE 119	CHALLENGING BEHAVIORS	3.0
CDE 120 *	OBSERVATION AND ASSESSMENT	3.0
CDE 124 *	PRESCHOOL AND EARLY PRIMARY CHILD DEVELOPMENT	3.0
CDE 250	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - SOCIAL AND EMOTIONAL	1.0
CDE 251	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS-LANGUAGE, LITERACY	1.0
CDE 252	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - ENGLISH LANGUAGE DEV	1.0
CDE 253	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - MATH	1.0
CDE 254	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - VISUAL ARTS	1.0
CDE 255	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - PERFORMING ARTS	1.0
CDE 256	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - PHYSICAL DEVELOPMENT	1.0
CDE 257	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - HEALTH	1.0
CDE 258	CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - HISTORY-SOC SCIENCE	1.0
CDE 259	CA PRESCHOOL FOUNDATIONS AND FRAMEWORKS - SCIENCE	1.0
<i>Select one</i>		3.0-4.0

CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
OR		
CDE 121 *	PRACTICUM-THE STUDENT TEACHING EXPERIENCE	4.0
OR		
<i>Select both</i>		3.0
CWE 180	CO-OP-ED CHILD DEVELOPMENT AND EDUCATION	1.0
AND		
CWE 180	CO-OP-ED CHILD DEVELOPMENT AND EDUCATION	2.0

**Restricted Electives:****Units: 3.0**

CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 31 *	EDUCATIONAL PSYCHOLOGY	3.0
CDE 101	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 117 *	TEACHING IN A DIVERSE SOCIETY	3.0
CDE 140 *	CURRICULUM AND STRATEGIES FOR CHILDREN WITH SPECIAL NEEDS	3.0

**Total: 25.0-26.0**

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

**PROJECT MANAGEMENT - Occupational Skills Award****Summary**

The Project Management Occupational Skills Award provides the opportunity to master the necessary management concepts to successfully complete projects with an effective level of leadership, planning, and teamwork. The courses assist in the development of the needed skills to gain personal confidence and trust of others to lead a project management team. Completion of this program increases the value of the management skills needed for entry-level employment as well as advancement in a career.

**Requirements****Required Core:****Units: 9.0**

BUS 120	BUSINESS MANAGEMENT	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
CIMA 212	MANAGING PROJECTS WITH MICROSOFT PROJECT	3.0

**Total: 9.0****PSYCHOLOGY - AA-T Degree****Summary**

The curriculum in the Psychology program is designed to provide the transfer student the opportunity to achieve an Associate in Arts in Psychology for Transfer by providing the necessary breadth in the field, an introduction to the methods used, and the ability to complete both major preparatory coursework for psychology along with courses required for general education. Students who complete the Associate in Arts in Psychology for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

**Associate Degree for Transfer requirements (pursuant to SB1440, §66746)**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or P" Pass) or better in all courses required for the major or area of emphasis.

**Learning Outcome(s):**

- Compare and contrast the major theoretical perspectives in psychology.
- Differentiate psychology from pseudoscience.
- Demonstrate knowledge of basic research methods for gathering and evaluating data.
- Apply the principles of psychology to the diverse world in which they live.

**Requirements****Required Core:****Units: 9.0**

<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
<i>Select one</i>		3.0
PSYC 1	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
<i>Select one</i>		3.0
PSYC 2 *	RESEARCH METHODS IN PSYCHOLOGY	3.0
OR		
PSYC 2H *	HONORS RESEARCH METHODS IN PSYCHOLOGY	3.0

**List A: Select one course****Units: 4.0**

BIO 20	INTRODUCTION TO BIOLOGY	4.0
PSYC 3 *	BIOLOGICAL PSYCHOLOGY	4.0

**List B: Select one course, any List A or B course not already used****Units: 3.0**

PSYC 4	INTRODUCTION TO COGNITIVE PSYCHOLOGY	3.0
PSYC 7 *	DEVELOPMENTAL PSYCHOLOGY - CHILDHOOD THROUGH ADOLESCENCE	3.0
PSYC 30 *	SOCIAL PSYCHOLOGY	3.0
OR		
SOC 30 *	SOCIAL PSYCHOLOGY	3.0

**List C: Select one course, any List A or B course not already used****Units: 3.0**

PSYC 5 *	PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY	3.0
PSYC 16 *	INTRODUCTION TO CROSS-CULTURAL PSYCHOLOGY	3.0
PSYC 21	THE PSYCHOLOGY OF WOMEN	3.0



PSYC 25 *	PSYCHOLOGY OF AGING	3.0
PSYC 33	PSYCHOLOGY OF ADJUSTMENT	3.0
PSYC 37 *	ABNORMAL BEHAVIOR	3.0

**Total: 19.0**

## PUBLIC HEALTH INFORMATICS AND TECHNOLOGY - Certificate of Achievement

### Summary

This certificate provides skills and knowledge to work in a new, multidisciplinary field. Students will be introduced to the basic concepts of public health infrastructure, data analysis and reporting, public health informatics and information systems, health services organization and delivery methods, data interchange standards, disruptive innovation, and data integrity, privacy, and security. Students can explore careers in the fields of public health, health information management, IT, and health informatics specifically as Medical Records Specialists, Health Information Technologists, and Medical Registrars. The certificate is for both entry-level individuals and for providing additional competencies to those employed in various fields.

### Learning Outcome(s):

- Explain the use of information systems support public health policies and practices
- Describe the concept of informatics in individual, organizational, regional, and global contexts
- Describe the concept of interoperability and data exchange standards
- Apply statistical and analytic techniques to analyze and interpret applications based on data from sources

### Requirements

<b>Required Core:</b>		<b>Units: 14.0</b>
HIT 100 *	HEALTH INFORMATION SCIENCE	2.0
<i>Select one</i>		3.0
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
OR		
BUS 10 *	BUSINESS STATISTICS	3.0
HIT 230	INTRODUCTION TO PUBLIC HEALTH INFORMATICS AND TECHNOLOGY	3.0
HIT 240	PUBLIC HEALTH DATA REPORTING TECHNIQUES	3.0
HIT 111 *	INTRODUCTION TO HEALTH INFORMATICS	3.0

**Total: 14.0**

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

## REAL ESTATE - A.S. Degree

### Summary

This Real Estate program is designed to educate the student to become an effective Real Estate professional. Activities related to the program are real estate practice, law, appraisal, finance, computations, escrow, investment, exchanging, and taxation. To qualify to sit for the California Salesperson's license exam, three classes are required, and the state exam can be taken before the degree is completed. Please refer to the California Department of Real Estate webpage for details. To qualify to sit for the California Broker's license exam, eight total classes and two years of full-time experience are required. Please check with the California Department of Real Estate for any changes.

Potential careers that could be obtained with this degree include: Real Estate Salesperson (residential or commercial), Real Estate Broker (residential or commercial), Title Insurance Representative, Property Manager, Real Estate Consultant, or Real Estate Entrepreneur.

### Learning Outcome(s):

- Meet their career preparation goals as well as qualify for a state licensing exam to become a Real Estate Salesman or Broker.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Demonstrate mastery of the skills necessary to become a Real Estate Salesman or Broker.

### Requirements

**Required Core:** **Units: 6.0**

RE 170	REAL ESTATE PRINCIPLES	3.0
RE 172	REAL ESTATE PRACTICE	3.0

**Select Broker Option or Salesperson Option:** **Units: 12.0-18.0**

<i>Broker Option (Students take all six courses)</i>		18.0
RE 174	LEGAL ASPECTS OF REAL ESTATE	3.0
RE 175	REAL ESTATE FINANCE	3.0
RE 176A	REAL ESTATE APPRAISAL I	3.0
RE 178	REAL ESTATE ECONOMICS	3.0
RE 190	ESCROW	3.0
RE 195	PROPERTY MANAGEMENT	3.0

<i>Salesperson Option (Students select four 3-unit courses)</i>		12.0
RE 174	LEGAL ASPECTS OF REAL ESTATE	3.0
RE 175	REAL ESTATE FINANCE	3.0
RE 176A	REAL ESTATE APPRAISAL I	3.0
RE 176B	REAL ESTATE APPRAISAL II	3.0
RE 176C	REAL ESTATE APPRAISAL III MARKET ANALYSIS AND STUDIES	3.0
RE 178	REAL ESTATE ECONOMICS	3.0
RE 190	ESCROW	3.0
RE 195	PROPERTY MANAGEMENT	3.0
RE 202	COMPUTER APPLICATIONS IN REAL ESTATE	3.0
RE 255	REAL ESTATE LICENSE PREPARATION	1.0
RE 280	MORTGAGE LOAN BROKERING AND LENDING	3.0
RE 190	ESCROW	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

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

**Total units does not include all units required for the degree.**

**Total: 18.0-24.0**

## REAL ESTATE - Certificate of Achievement

### Summary

This Real Estate certificate is designed to educate the student and provide the courses required to qualify for the California Salesperson's license exam. This certificate is geared towards the aspiring Real Estate professional, as well as investors and consumers.

Potential careers that could be obtained with this certificate include: Real Estate Salesperson (residential or commercial), Title Insurance Representative, Property Manager, Real Estate Consultant, or Real Estate Entrepreneur.

### Learning Outcome(s):

- Meet their career preparation goals as well as qualify for a state licensing exam to become a Real Estate Salesperson or Broker.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Demonstrate mastery of the following core competencies: General Real Estate law, the escrow process, landlord/tenant rights, real estate finance instruments, and the appraisal process.

### Requirements

#### Required Core:

**Units: 6.0**

RE 170	REAL ESTATE PRINCIPLES	3.0
RE 172	REAL ESTATE PRACTICE	3.0

#### Restricted Electives:

**Units: 6.0-7.0**

RE 174	LEGAL ASPECTS OF REAL ESTATE	3.0
RE 175	REAL ESTATE FINANCE	3.0
RE 176A	REAL ESTATE APPRAISAL I	3.0
RE 176B	REAL ESTATE APPRAISAL II	3.0
RE 176C	REAL ESTATE APPRAISAL III MARKET ANALYSIS AND STUDIES	3.0
RE 178	REAL ESTATE ECONOMICS	3.0
RE 190	ESCROW	3.0
RE 195	PROPERTY MANAGEMENT	3.0
RE 202	COMPUTER APPLICATIONS IN REAL ESTATE	3.0
RE 255	REAL ESTATE LICENSE PREPARATION	1.0
RE 280	MORTGAGE LOAN BROKERING AND LENDING	3.0

**Total: 12.0-13.0**

## REAL ESTATE APPRAISAL - A.S. Degree

## Summary

The Real Estate Appraisal Program is designed to prepare students with educational courses needed for positions within the Real Estate Appraisal profession and to meet the California State requirements under the Bureau of Real Estate Appraisers (BREA). Please note, the Bureau of Real Estate Appraisers requires applicable hours of experience along with qualifying coursework to sit for the state exam. Please refer to the BREA webpage for current requirements.

Potential careers that could be obtained with this degree include: Real Estate Appraiser.

### Learning Outcome(s):

- Meet their career goals toward getting a job in the Real Estate appraisal industry.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Demonstrate mastery of the following core competencies: Understanding value, the appraisal process, property descriptions, data collection and analysis, construction terminology, approaches to value, opinion of value.

## Requirements

### Required Core:

**Units: 19.5**

RE 170	REAL ESTATE PRINCIPLES	3.0
RE 174	LEGAL ASPECTS OF REAL ESTATE	3.0
RE 175	REAL ESTATE FINANCE	3.0
RE 176A	REAL ESTATE APPRAISAL I	3.0
RE 176B	REAL ESTATE APPRAISAL II	3.0
RE 176C	REAL ESTATE APPRAISAL III MARKET ANALYSIS AND STUDIES	3.0
RE 200	UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)	1.5

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 19.5**

## REAL ESTATE APPRAISAL - Certificate of Achievement

### Summary

The Real Estate Appraisal certificate is designed to give students an introduction to the world of Real Estate Appraisal. Many of the courses included in this certificate apply toward educational requirements needed to sit for the Bureau of Real Estate Appraisers (BREA) state exam.

Potential careers that could be obtained with this certificate include: Real Estate Appraisal Assistant.

**Learning Outcome(s):**

- Meet their career goals toward getting a job in the Real Estate appraisal industry.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Demonstrate mastery of the following core competencies: Understanding value, the appraisal process, property descriptions, data collection and analysis, construction terminology, approaches to value, opinion of value.

**Requirements****Required Core:****Units: 10.5**

RE 176A	REAL ESTATE APPRAISAL I	3.0
RE 176B	REAL ESTATE APPRAISAL II	3.0
RE 176C	REAL ESTATE APPRAISAL III MARKET ANALYSIS AND STUDIES	3.0
RE 200	UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)	1.5

**Restricted Electives:****Units: 3.0**

RE 170	REAL ESTATE PRINCIPLES	3.0
RE 174	LEGAL ASPECTS OF REAL ESTATE	3.0
RE 175	REAL ESTATE FINANCE	3.0

**Total: 13.5****REAL ESTATE ESCROW - A.S. Degree****Summary**

The Real Estate Escrow Associate of Science degree is designed to educate the student to become an effective escrow professional. Activities related to this field are escrow principles, practice, and professionalism. Associated courses in real estate, management, and office procedures are provided.

Potential careers that could be obtained with this degree include: Escrow Receptionist, Escrow Office Administrator, Trust Account Banking Associate, Escrow Auditor, Escrow Processor, Escrow Assistant, Junior Escrow Officer, Escrow Officer, Escrow Branch/Site Manager.

**Learning Outcome(s):**

- Meet their career preparation goals as well as qualify for a state licensing exam to become an Escrow Agent.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Mastery of the skills necessary to become an Escrow Agent.

**Requirements****Required Core:****Units: 18.0**

CIM 120	COMPUTER LITERACY	1.5
CIM 121A	KEYBOARDING FOR COMPUTERS - BEGINNING	1.5

RE 170	REAL ESTATE PRINCIPLES	3.0
RE 172	REAL ESTATE PRACTICE	3.0
RE 174	LEGAL ASPECTS OF REAL ESTATE	3.0
RE 175	REAL ESTATE FINANCE	3.0
RE 190	ESCROW	3.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 18.0**

## REAL ESTATE ESCROW - Certificate of Achievement

### Summary

The Real Estate Escrow program is designed to educate the student to become an effective escrow professional. Activities related to this field are escrow principles, practice, and professionalism. Associated courses in real estate, management, and office procedures are provided.

Potential careers that could be obtained with this certificate include: Escrow Receptionist, Escrow Office Administrator, Trust Account Banking Associate, Escrow Auditor, Escrow Processor, Escrow Assistant, Junior Escrow Officer, Escrow Officer, Escrow Branch/Site Manager.

### Learning Outcome(s):

- Meet their career preparation goals as well as qualify for a state licensing exam to become an Escrow Agent.
- Meet personal or consumer education goals. (Examples: Students will indicate better preparation for making home purchase or sale decisions; students will indicate better preparation for completing real estate finance transactions.)
- Evaluate their professional improvement objectives as having been met. (Examples: Students will indicate that they will be able to improve their job performance or that they are more qualified for either a hierarchical or lateral career move.)
- Mastery of the skills necessary to become an Escrow Agent.

### Requirements

<b>Required Core:</b>		<b>Units: 18.0</b>
CIM 120	COMPUTER LITERACY	1.5
CIM 121A	KEYBOARDING FOR COMPUTERS - BEGINNING	1.5
RE 170	REAL ESTATE PRINCIPLES	3.0
RE 172	REAL ESTATE PRACTICE	3.0
RE 174	LEGAL ASPECTS OF REAL ESTATE	3.0
RE 175	REAL ESTATE FINANCE	3.0
RE 190	ESCROW	3.0

**Total: 18.0**

# REGISTERED NURSE - A.S. Degree

## Summary

The Nursing Program at Saddleback College offers a curriculum that qualifies the graduate to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program provides graduates with the education necessary to become competent entry level registered nurses, to obtain employment in a variety of settings, and to provide quality patient centered care.

### ENROLLMENT PROCEDURES

See the program's webpage for the current enrollment procedures and criteria.

The Nursing Program at Saddleback College is an impacted program, therefore students who hold F-1 (student visas) will not be considered for admission to the Nursing Program.

The program is approved by the California Board of Registered Nursing (BRN) and accredited by the Accreditation Commission for Education in Nursing (ACEN).

California Board of Registered Nursing  
P. O. Box 944210  
Sacramento, CA 94244  
916-322-3350 or <http://www.rn.ca.gov>

Accrediting Commission for Education in Nursing, Inc.  
3343 Peachtree Road, NE, Suite 850  
Atlanta, Georgia 30326  
404-975-5000 or [www.acenursing.org](http://www.acenursing.org)

The Nursing Program offers evidence-based theory and clinical nursing courses that build upon a foundation of biological, psychological, and social sciences, as well as communication skills, and critical thinking, to prepare competent entry level professional registered nurses. The ADN Program focuses on a strong medical surgical foundation, and the application of nursing process across the lifespan in a variety of healthcare settings to deliver high quality health care. Leadership skills and lifelong learning are emphasized as the nurse takes on the role of the professional RN.

### Learning Outcome(s):

- Demonstrate sufficient preparation to pass the NCLEX upon first attempt.
- Promote and maintain a safe environment by integrating current evidence-based practice, the nursing process, and skill competency to deliver quality health care.
- Demonstrate the knowledge, skills, and attitudes required of the professional nurse as defined by the California Nurse Practice Act and standards of nursing practice.

To file a complaint about this program, contact:

- [California Board of Registered Nursing](#)
- [Accreditation Commission for Education in Nursing](#)

## Requirements

### Required prerequisites prior to Nursing Clinical Sequence:

**Units: 17.0**

BIO 11 *	HUMAN ANATOMY	4.0
BIO 15 *	GENERAL MICROBIOLOGY	5.0
BIO 12 * ***	HUMAN PHYSIOLOGY	4.0
<i>Select one</i>		4.0
ENG 1A * ****	PRINCIPLES OF COMPOSITION I	4.0



OR		
ENG 1AH	HONORS PRINCIPLES OF COMPOSITION I	4.0
* ****		

**Eligible for Entry into Nursing Clinical Sequence:****Units: 46.0**

<i>Semester I</i>		15.0
N 160 * **	PHARMACOLOGY FOR NURSING	3.0
N 165 **	LIFECYCLE 1, FUNDAMENTALS OF AGING	1.5
N 170 *	NURSING PROCESS	3.0
N 170L * #	NURSING PROCESS LAB	4.5
N 171 *	MENTAL HEALTH NURSING	2.0
N 171L * #	MENTAL HEALTH NURSING LAB	1.0
<i>Semester II</i>		13.0
PSYC 1 **	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H **	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
N 161 **	LIFECYCLE 2, GROWTH AND DEVELOPMENT	1.5
N 172 *	MEDICAL-SURGICAL NURSING	3.5
N 172L * #	MEDICAL-SURGICAL NURSING LAB	5.0
<i>Semester III</i>		7.0
N 173 *	NURSING CARE OF CHILDREN AND FAMILIES	1.5
N 173L * #	NURSING CARE OF CHILDREN AND FAMILIES LAB	2.0
N 174 *	WOMEN'S HEALTH NURSING	1.5
N 174L * #	WOMEN'S HEALTH NURSING LAB	2.0
<i>Semester IV</i>		11.0
COMM 1 * **	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H * **	HONORS COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 5 **	INTERPERSONAL COMMUNICATION	3.0
N 176 *	ADVANCED NURSING	3.0
N 176L * #	ADVANCED NURSING LAB	5.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.****Total: 63.0**

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

\*\* Courses can be taken prior to entry into the program

\*\*\* Human Physiology must have been completed within the last 7 years.

# Clinical course

\*\*\*\* Freshman Composition 3-unit equivalent course will be accepted

## REGISTERED NURSE - Certificate of Achievement

### Summary

The Nursing Program at Saddleback College offers a curriculum that qualifies the graduate to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program provides graduates with the education necessary to become competent entry level registered nurses, to obtain employment in a variety of settings, and to provide quality patient centered care.

### ENROLLMENT PROCEDURES

See the program's webpage for the current enrollment procedures and criteria.

The Nursing Program at Saddleback College is an impacted program, therefore students who hold F-1 (student visas) will not be considered for admission to the Nursing Program.

The program is approved by the California Board of Registered Nursing (BRN) and accredited by the Accreditation Commission for Education in Nursing (ACEN).

California Board of Registered Nursing  
P. O. Box 944210  
Sacramento, CA 94244  
916-322-3350 or <http://www.rn.ca.gov>

Accrediting Commission for Education in Nursing, Inc.  
3343 Peachtree Road, NE, Suite 850  
Atlanta, Georgia 30326  
404-975-5000 or [www.acenursing.org](http://www.acenursing.org)

The Nursing Program offers evidence-based theory and clinical nursing courses that build upon a foundation of biological, psychological, and social sciences, as well as communication skills, and critical thinking, to prepare competent entry level professional registered nurses. The Nursing Program focuses on a strong medical surgical foundation, and the application of nursing process across the lifespan in a variety of healthcare settings to deliver high quality health care. Leadership skills and lifelong learning are emphasized as the student nurse takes on the role of the professional RN.

### Learning Outcome(s):

- Demonstrate sufficient preparation to pass the NCLEX upon first attempt.
- Promote and maintain a safe environment by integrating current evidence-based practice, the nursing process, and skill competency to deliver quality health care.
- Demonstrate the knowledge, skills, and attitudes required of the professional nurse as defined by the California Nurse Practice Act and standards of nursing practice.

To file a complaint about this program, contact:

- [California Board of Registered Nursing](#)
- [Accreditation Commission for Education in Nursing](#)

### Requirements

**Required prerequisites prior to Nursing Clinical Sequence:**

**Units: 17.0**

BIO 11 *	HUMAN ANATOMY	4.0
BIO 15 *	GENERAL MICROBIOLOGY	5.0
BIO 12 * ***	HUMAN PHYSIOLOGY	4.0
<i>Select one</i>		4.0
ENG 1A * ****	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH	HONORS PRINCIPLES OF COMPOSITION I	4.0
* ****		

**Eligible for Entry into Nursing Clinical Sequence:****Units: 46.0**

<i>Semester I</i>		15.0
N 160 * **	PHARMACOLOGY FOR NURSING	3.0
N 165 **	LIFECYCLE 1, FUNDAMENTALS OF AGING	1.5
N 170 *	NURSING PROCESS	3.0
N 170L * #	NURSING PROCESS LAB	4.5
N 171 *	MENTAL HEALTH NURSING	2.0
N 171L * #	MENTAL HEALTH NURSING LAB	1.0
<i>Semester II</i>		13.0
PSYC 1 **	INTRODUCTION TO PSYCHOLOGY	3.0
OR		
PSYC 1H **	HONORS INTRODUCTION TO PSYCHOLOGY	3.0
N 161 **	LIFECYCLE 2, GROWTH AND DEVELOPMENT	1.5
N 172 *	MEDICAL-SURGICAL NURSING	3.5
N 172L * #	MEDICAL-SURGICAL NURSING LAB	5.0
<i>Semester III</i>		7.0
N 173 *	NURSING CARE OF CHILDREN AND FAMILIES	1.5
N 173L * #	NURSING CARE OF CHILDREN AND FAMILIES LAB	2.0
N 174 *	WOMEN'S HEALTH NURSING	1.5
N 174L * #	WOMEN'S HEALTH NURSING LAB	2.0
<i>Semester IV</i>		11.0
COMM 1 * **	COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 1H * **	HONORS COMMUNICATION FUNDAMENTALS	3.0
OR		
COMM 5 **	INTERPERSONAL COMMUNICATION	3.0
N 176 *	ADVANCED NURSING	3.0
N 176L * #	ADVANCED NURSING LAB	5.0

**Total: 63.0**

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

\*\* Courses can be taken prior to entry into the program.

\*\*\* Human Physiology must have been completed within the last 7 years.

# Clinical course

\*\*\*\* Freshman Composition 3-unit equivalent course will be accepted

**RETAIL MANAGEMENT - A.S. Degree**

## Summary

The Retail Management Associate of Science degree program, designed by managers of major retail corporations, prepares individuals to be effective managers or for promotion to management in the retail industry. The curriculum develops students' understanding of and engagement in the scope of the retail manager's job and the requirements for success. Completion of the AS Degree in Retail Management enhances the opportunity for entry employment as well as advancement in a retail career. Occupations for which this program prepares students include general and operations managers in the retail industry, retail sales workers, first-line supervisors of retail sales workers, buyers and order fillers, stockers and order fillers, and others. This program corresponds to certification by the Western Association of Food Chains (WAFC), and current grocery industry personnel are encouraged to contact their human resources office for details on the WAFC program.

### Learning Outcome(s):

- Describe and/or engage in the scope of the retail manager's job and the requirements for success, including merchandising, marketing, management, staffing, buying, pricing, transaction/stock control, location, layout, service, consumer behavior and service, and current problems and trends, as they apply to the retailing of goods and services.
- Communicate clearly, effectively, and appropriately in writing and orally.
- Apply classic and contemporary marketing functions, including problem solving, pricing, distribution, promotion, and uses of new technologies, including social media and e-commerce.
- Demonstrate skills in business math.
- Assess human communication styles; plan and apply motivational strategies; solve human relations issues.

## Requirements

### Required Core:

**Units:** 34.0-36.0

<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 120	BUSINESS MANAGEMENT	3.0
<i>Select one</i>		3.0-4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 205	BUSINESS MATH	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 135	MARKETING	3.0
BUS 136	PRINCIPLES OF RETAILING	3.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
ACCT 1A	FINANCIAL ACCOUNTING	4.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 34.0-36.0**

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

## RETAIL MANAGEMENT - Certificate of Achievement

### Summary

The Retail Management Certificate of Achievement program, designed by managers of major retail corporations, prepares individuals to be effective managers or for promotion to management in the retail industry. The curriculum develops students' understanding of and engagement in the scope of the retail manager's job and the requirements for success. Completion of this certificate Retail Management enhances the opportunity for entry employment as well as advancement in a retail career. Occupations for which this program prepares students include general and operations managers in the retail industry, retail sales workers, first-line supervisors of retail sales workers, buyers and order fillers, stockers and order fillers, and others. This program corresponds to certification by the Western Association of Food Chains (WAFC), and current grocery industry personnel are encouraged to contact their human resources office for details on the WAFC program. Students completing the requirements of this certificate can earn the AS degree by completing the general education requirements and a minimum total of 60 units.

### Learning Outcome(s):

- Describe and/or engage in the scope of the retail manager's job and the requirements for success, including merchandising, marketing, management, staffing, buying, pricing, transaction/stock control, location, layout, service, consumer behavior and service, and current problems and trends, as they apply to the retailing of goods and services.
- Communicate clearly, effectively, and appropriately in writing and orally.
- Apply classic and contemporary marketing functions, including problem solving, pricing, distribution, promotion, and uses of new technologies, including social media and e-commerce.
- Demonstrate skills in business math.
- Assess human communication styles; plan and apply motivational strategies; solve human relations issues.

### Requirements

#### Required Core:

**Units: 34.0-36.0**

<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 120	BUSINESS MANAGEMENT	3.0
<i>Select one</i>		3.0-4.0

CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
BUS 205	BUSINESS MATH	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 135	MARKETING	3.0
BUS 136	PRINCIPLES OF RETAILING	3.0
BUS 223	HUMAN RESOURCE MANAGEMENT	3.0
ACCT 1A	FINANCIAL ACCOUNTING	4.0

**Total: 34.0-36.0**

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

## RETAILING AND SELLING - A.S. Degree

### Summary

The Certificate of Achievement in Retailing and Selling is designed for students interested in careers in retail or selling professions. The program will accommodate non-business-major students who are desiring advancement in a current career as well as students seeking initial employment in merchandising and retail or as sales professionals. Careers include merchandising, insurance, auto, and other sales representatives or agents and representatives for retail, wholesale, and service industries. The Certificate of Achievement in Retailing and Selling may be completed in two semesters.

### Learning Outcome(s):

- Engage successfully in professional retailing or personal selling.
- Handle human relations issues.
- Work effectively in today's business environments and management structures.
- Apply effective communication skills, including cross-cultural communication and listening skills.

### Requirements

#### Required Core:

**Units: 37.0-38.0**

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
OR		
ACCT 215	GENERAL ACCOUNTING	3.0
OR		
BUS 205	BUSINESS MATH	3.0
<i>Select one</i>		3.0

BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
<i>Select one</i>		3.0
BUS 105	SOCIAL MEDIA MARKETING	3.0
OR		
BUS 135	MARKETING	3.0
BUS 120	BUSINESS MANAGEMENT	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 136	PRINCIPLES OF RETAILING	3.0
BUS 137	PROFESSIONAL SELLING FUNDAMENTALS	3.0
BUS 138	ADVERTISING	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 37.0-38.0**

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

## RETAILING AND SELLING - Certificate of Achievement

### Summary

The Certificate of Achievement in Retailing and Selling is designed for students interested in careers in retail or selling professions. The program will accommodate non-business-major students who are desiring advancement in a current career as well as students seeking initial employment in merchandising and retail or as sales professionals. Careers include merchandising, insurance, auto, and other sales representatives or agents and representatives for retail, wholesale, and service industries. The Certificate of Achievement in Retailing and Selling may be completed in two semesters.



**Learning Outcome(s):**

- Engage successfully in professional retailing or personal selling.
- Handle human relations issues.
- Work effectively in today's business environments and management structures.
- Apply effective communication skills, including cross-cultural communication and listening skills.

**Requirements****Required Core:****Units: 25.0-26.0**

<i>Select one</i>		3.0
BUS 1	INTRODUCTION TO BUSINESS	3.0
OR		
BUS 1H	HONORS INTRODUCTION TO BUSINESS	3.0
<i>Select one</i>		3.0
BUS 13	LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
OR		
BUS 13H	HONORS LEGAL ENVIRONMENT AND BUSINESS LAW	3.0
<i>Select one</i>		3.0-4.0
BUS 103	BUSINESS ENGLISH	3.0
OR		
ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0
BUS 104 *	BUSINESS COMMUNICATION	3.0
BUS 120	BUSINESS MANAGEMENT	3.0
BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 137	PROFESSIONAL SELLING FUNDAMENTALS	3.0
BUS 136	PRINCIPLES OF RETAILING	3.0
<i>Select one</i>		1.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
OR		
CWE 180	CO-OP-ED-BUSINESS	1.0

**Total: 25.0-26.0**

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

**SCENIC ART AND PAINTING - Occupational Skills Award****Summary**

The Entertainment and Theatre Technology, Scenic Artist and Painting Occupational Skills Award is designed to prepare the student for employment as a scenic artist and painter in the entertainment industry; including theatre, theme parks, television, movies, corporate events, trade shows, sporting events, faith-based events, and all other forms of live entertainment. The program is designed to develop a solid foundation of skills so students can work closely with Designers, art directors and other professionals in the various areas that make up the Entertainment Industry as well as other industries that utilize the skills of a scenic artist. Students are required to participate as paint crew on the Department of Theatre Arts productions as well as other field work.

**Requirements****Required Core:****Units: 12.0**

<i>First Semester</i>		6.0
ETT 142	THEATRE PRODUCTION	1.0
ETT 144	THEATRE SCENERY PAINTING	2.0
ETT 244 *	ADVANCED SCENERY PAINTING	3.0
<i>Second Semester</i>		6.0
ETT 142	THEATRE PRODUCTION	1.0
ETT 242 *	STYLES OF PAINT FOR THE ENTERTAINMENT INDUSTRY	3.0
CWE 180	CO-OP-ED ENTERTAINMENT AND THEATRE TECHNOLOGY	2.0

**Total: 12.0**

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

## SITE SUPERVISOR - Certificate of Achievement

### Summary

This certificate is designed for students who will be single-site supervisors under Title 5 regulations or directors for centers regulated by Title 22. Students have opportunities to learn and apply developmentally appropriate and relationship based curriculum based on observations of children and various settings. They will implement and evaluate various teaching strategies in supervised settings, and learn administration and leadership skills. Students who earn this certificate and meet experience requirements as identified by the CA Commission on Teacher Credentialing (CTC) are eligible to 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 a coordinator of curriculum and staff development. Additional work with children and adults is required to obtain the CTC Site Supervisor Permit.

A minimum grade of "C" in each course is required to earn the certificate and/or qualify for the Child Development Permit.

### Learning Outcome(s):

- Describe developmental milestones for children in the areas of physical, psychosocial, cognitive, and language development.
- Identify environmental, cultural, familial, economic, political and historical contexts that influence all children's development.
- Demonstrate a range of skills and knowledge related to the unique needs of children ages 0-8 years.
- Apply developmental theory, knowledge of child development, DCLAP, and research based teaching strategies to develop curriculum for the unique educational needs of young children individually and in group care settings.
- Demonstrate developmentally appropriate observation, assessment and documentation skills that can be applied to interpretations of growth and development, planning and identification of individual needs.
- Demonstrate the skills and knowledge used in supervising program staff, financial management, licensing regulations and program management in settings for young children.
- Demonstrate professional skills, including ethical practice, reflective practice, written and verbal communication, collaboration, advocacy and identification of personal qualifications in relationship to state and national requirements of teachers of young children.

### Requirements

#### Required Core:

**Units: 37.0**

CDE 101 *	PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN	3.0
CDE 15 *	CHILD, FAMILY, AND COMMUNITY	3.0
CDE 7 *	CHILD GROWTH AND DEVELOPMENT	3.0

CDE 110 *	INTRODUCTION TO CURRICULUM	3.0
CDE 111 *	CHILD GUIDANCE AND COMMUNICATION	3.0
CDE 112 *	HEALTH, SAFETY, AND NUTRITION	3.0
CDE 117 *	TEACHING IN A DIVERSE SOCIETY	3.0
CDE 120 *	OBSERVATION AND ASSESSMENT	3.0
CDE 121 *	PRACTICUM-THE STUDENT TEACHING EXPERIENCE	4.0
CDE 127 *	ADULT SUPERVISION AND MENTORING	3.0
CDE 128 *	ADMINISTRATION I - PROGRAMS IN EARLY CHILDHOOD EDUCATION	3.0
CDE 129 *	ADMINISTRATION II-PERSONNEL & LEADERSHIP EARLY CHILDHOOD ED	3.0

**Required Breadth:****Units:** 16.0-19.0

Students must complete Area 1, select one course from each of areas 2, 3, and 4, and select one additional course from Area 2, 3, or 4.

Other courses that meet the same General Education category as the courses listed in areas 2, 3, and 4 may be substituted to meet the restricted elective requirements. Refer to the current college catalog.

**Area 1**

ENG 1A *	PRINCIPLES OF COMPOSITION I	4.0
OR		
ENG 1AH *	HONORS PRINCIPLES OF COMPOSITION I	4.0

**Area 2**

MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
MATH 14 *	MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS	5.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0
OR		
MATH 103 *	MATHEMATICAL IDEAS	3.0
OR		
GEOL 1	INTRODUCTION TO PHYSICAL GEOLOGY	4.0
OR		
PHYS 30	PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS	4.0
OR		
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0

**Area 3**

ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
OR		
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
OR		
SOC 30	SOCIAL PSYCHOLOGY	3.0
OR		
PS 1	AMERICAN GOVERNMENT	3.0
OR		
PS 1H	HONORS AMERICAN GOVERNMENT	3.0

**Area 4**

ENG 142 *	CHILDREN'S LITERATURE	3.0
OR		
ARTH 20	ART APPRECIATION	3.0
OR		
MUS 1	THE BASICS OF MUSIC	3.0
OR		
MUS 20	MUSIC APPRECIATION	3.0
OR		
HORT 115	HISTORY OF LANDSCAPE DESIGN	3.0
OR		
ID 110	FUNDAMENTALS OF INTERIOR DESIGN	3.0

**Total: 53.0-56.0**

\* Course has a prerequisite, co-requisite, limitation, or recommended preparation; see course description in catalog.

## SOCIOLOGY - AA-T Degree

### Summary

The curriculum in the Associate in Arts in Sociology for Transfer is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree is recommended for those considering professional careers, earning the Associate degree may support attempts to gain entry-level employment in social services or promotion.

The Sociology Associate in Arts for Transfer can prepare students for related careers in social services, community work, corrections, business, college settings, health services, publishing, journalism, public relations, government services, teaching, and research. Some careers require advanced degrees (teaching credential, police academy, Master's degree, etc.).

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Identify the current goals of sociology.
- Compare and contrast the three main sociological theories in sociology.
- Apply social theories to analyze current or historical topics or events.
- Differentiate social research and social research methods from other research models.
- Evaluate current social research.
- Describe the role that culture plays in affecting group as well as individual behaviors.
- Differentiate between Sociology and the other social sciences.
- Define and apply the sociological imagination/sociological perspective.
- Identify and apply specific sociological terms and concepts.
- Explain how various social locations such as class, race, gender, age and sexuality are vital to the study of sociology and apply them to specific sociological topics.
- Identify specific social problems and their cause-effect patterns.
- Critically evaluate the proposed ways to alleviate the major social problems facing society today.
- Identify and analyze social change and the impact on society.

- Examine and analyze institutional influences on individuals, groups, and society.
- Identify and evaluate community support services and agencies.

## Requirements

### Required Core:

**Units: 9.0**

<i>Select one</i>		3.0
SOC 1	INTRODUCTION TO SOCIOLOGY	3.0
OR		
SOC 1H	HONORS INTRODUCTION TO SOCIOLOGY	3.0
<i>Select one</i>		3.0
SOC 2	SOCIAL PROBLEMS	3.0
OR		
SOC 2H	HONORS SOCIAL PROBLEMS	3.0
<i>Select one</i>		3.0
BUS 10 *	BUSINESS STATISTICS	3.0
OR		
MATH 10 *	INTRODUCTION TO STATISTICS	3.0
OR		
PSYC 44 *	STATISTICS FOR THE BEHAVIORAL SCIENCES	3.0

### List A: Select two courses

**Units: 6.0**

SOC 10	INTRODUCTION TO MARRIAGE AND THE FAMILY	3.0
ES 9	RACIAL AND ETHNIC GROUPS IN THE UNITED STATES	3.0
OR		
SOC 9	RACIAL AND ETHNIC GROUPS IN THE UNITED STATES	3.0
PSYC 30 *	SOCIAL PSYCHOLOGY	3.0
OR		
SOC 30 *	SOCIAL PSYCHOLOGY	3.0

### List B: Select one of the following courses or any course not already selected above

**Units: 3.0**

SOC 15	SOCIALIZATION OF THE CHILD	3.0
SOC 16	DEATH AND DYING	3.0
SOC 21	WOMEN IN CONTEMPORARY SOCIETY	3.0
SOC 23	FOOD AND SOCIETY	3.0
SOC 25	SOCIAL STRATIFICATION	3.0
SOC 125	SOCIOLOGY OF AGING	3.0
SOC 180	INTRODUCTION TO AGING	3.0
ANTH 2	CULTURAL ANTHROPOLOGY	3.0
OR		
ANTH 2H	HONORS CULTURAL ANTHROPOLOGY	3.0
GEOG 2	CULTURAL GEOGRAPHY	3.0
OR		
GEOG 2H	HONORS CULTURAL GEOGRAPHY	3.0
GSS 10	INTRODUCTION TO WOMEN'S STUDIES	3.0

OR		
GSS 10H	HONORS INTRO TO WOMEN'S STUDIES	3.0

**Total: 18.0**

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

## SOFTWARE SPECIALIST - A.S. Degree

### Summary

The Software Specialist program prepares the student for an entry-level position as a knowledge worker in the technical work environment using industry-standard software packages. The program focuses on the most popular Microsoft 365 applications. A student should be able to obtain work as a computer support specialist or help in obtaining numerous office administrator roles.

### Learning Outcome(s):

- Demonstrate key skills for employment using industry-standard software.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments.

### Requirements

#### Required Core:

**Units: 15.0-16.0**

<i>Select one</i>		3.0-4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMA 102	WORD PROCESSING - WORD	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
<i>Select one</i>		3.0
CIMA 106	DATABASE - ACCESS	3.0
OR		
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMA 108	BUSINESS PRESENTATIONS - POWERPOINT	3.0

#### Restricted Electives:

**Units: 3.0**

CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
CIM 121A	KEYBOARDING FOR COMPUTERS - BEGINNING	1.5
CIM 121B *	KEYBOARDING FOR COMPUTERS - INTERMEDIATE	1.5
CIM 121C *	KEYBOARDING FOR COMPUTERS - ADVANCED	1.5
CIMW 134	WEB DIGITAL MEDIA- PHOTOSHOP AND INTRO TO VIDEO EDITING	3.0
CIMA 204	ADVANCED SPREADSHEETS - EXCEL	3.0
CIMA 212	MANAGING PROJECTS WITH MICROSOFT PROJECT	3.0
CIMA 223A *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--BEGINNING	1.5
CIMA 223B *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--ADVANCED	1.5
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
CIMN 130	COMPUTER OPERATING SYSTEMS - UNIX AND LINUX	3.0
CIMW 207	SOCIAL MEDIA & WEB FUNDAMENTALS	1.5

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

Refer to the Graduation Requirements and to the Associate Degree – General Education Requirements in this catalog for specific courses which meet general education requirements.

**Total units does not include all units required for the degree.**

**Total: 18.0-19.0**

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

## SOFTWARE SPECIALIST - Certificate of Achievement

### Summary

The Software Specialist program prepares the student for an entry-level position as a knowledge worker in the technical work environment using industry-standard software packages. The program focuses on the most popular Microsoft 365 applications. A student should be able to obtain work as a computer support specialist or help in obtaining numerous office administrator roles.

### Learning Outcome(s):

- Demonstrate key skills for employment using industry-standard software.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments.

### Requirements

#### Required Core:

**Units: 15.0-16.0**

<i>Select one</i>		3.0-4.0
CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
OR		
CIM 112	MICROSOFT OFFICE	3.0
CIMA 102	WORD PROCESSING - WORD	3.0
CIMA 104	SPREADSHEETS - EXCEL	3.0
<i>Select one</i>		3.0
CIMA 106	DATABASE - ACCESS	3.0
OR		
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMA 108	BUSINESS PRESENTATIONS - POWERPOINT	3.0

#### Restricted Electives:

**Units: 3.0**

CIM 10	INTRODUCTION TO INFORMATION SYSTEMS	3.0
CIM 121A	KEYBOARDING FOR COMPUTERS - BEGINNING	1.5
CIM 121B *	KEYBOARDING FOR COMPUTERS - INTERMEDIATE	1.5
CIM 121C *	KEYBOARDING FOR COMPUTERS - ADVANCED	1.5
CIMW 134	WEB DIGITAL MEDIA- PHOTOSHOP AND INTRO TO VIDEO EDITING	3.0
CIMA 204	ADVANCED SPREADSHEETS - EXCEL	3.0
CIMA 212	MANAGING PROJECTS WITH MICROSOFT PROJECT	3.0
CIMA 223A *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--BEGINNING	1.5



CIMA 223B *	COMPUTERIZED ACCOUNTING - QUICKBOOKS--ADVANCED	1.5
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
CIMN 130	COMPUTER OPERATING SYSTEMS - UNIX AND LINUX	3.0
CIMW 207	SOCIAL MEDIA & WEB FUNDAMENTALS	1.5

**Total: 18.0-19.0**

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

## SPANISH - A.A. Degree

### Summary

This Associate of Arts in Spanish degree provides a comprehensive foundation in the Spanish language and culture. The degree ensures the development of listening, reading, writing, and speaking skills and an informed appreciation of Spanish speaking cultures. This program offers lower-division preparation for students who plan on transferring to pursue a bachelor's degree in Spanish. Students planning to transfer and/or earn this associate degree may also need to complete additional requirements or electives required by the transfer institution as many have unique admissions and preparation-for-the-major requirements. Students should meet with a counselor to identify required courses and to develop a written plan for their targeted university. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree would demonstrate achievement and may support attempts to gain entry-level employment or promotion.

### Learning Outcome(s):

- Accurately interpret written sections in Spanish.
- Accurately interpret spoken language in Spanish.
- Converse proficiently in Spanish.
- Demonstrate knowledge of culture and history of Spanish speaking people.

### Requirements

Required Core:		Units: 20.0
<i>Select one</i>		5.0
SPAN 1 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 1H *	HONORS ELEMENTARY SPANISH	5.0
<i>Select one</i>		5.0
SPAN 2 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 2H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 3 *	INTERMEDIATE SPANISH	5.0
SPAN 4 *	INTERMEDIATE SPANISH	5.0
Restricted Electives:		Units: 3.0
SPAN 6 *	INTERMEDIATE SPANISH GRAMMAR AND COMPOSITION	3.0
SPAN 10 *	INTERMEDIATE CONVERSATIONAL SPANISH	3.0
SPAN 11 *	ADVANCED CONVERSATIONAL SPANISH	3.0
SPAN 20A *	CIVILIZATION OF SPAIN THROUGH 1898	3.0
SPAN 20B *	CIVILIZATION OF SPAIN 1898 TO PRESENT	3.0
SPAN 21A *	CIVILIZATION OF LATIN AMERICA THROUGH 1900	3.0
SPAN 21B *	CIVILIZATION OF LATIN AMERICA 1900-PRESENT	3.0
SPAN 21C *	HISPANIC CULTURE AND LITERATURE IN THE UNITED STATES	3.0

## Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## SPANISH - AA-T Degree

### Summary

The curriculum in the Spanish program is designed to offer the transfer student an Associate in Arts in Spanish for Transfer degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for Spanish along with courses required for general education. Students who complete the Associate in Arts in Spanish for Transfer degree will receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Accurately interpret written sections in Spanish.
- Accurately interpret spoken language in Spanish.
- Converse proficiently in Spanish.
- Demonstrate knowledge of culture and history of Spanish speaking people.

## Requirements

### Required Core:

**Units: 20.0**

<i>Select one</i>		5.0
SPAN 1	ELEMENTARY SPANISH	5.0
OR		

SPAN 1H	HONORS ELEMENTARY SPANISH	5.0
<i>Select one</i>		5.0
SPAN 2 *	ELEMENTARY SPANISH	5.0
OR		
SPAN 2H *	HONORS ELEMENTARY SPANISH	5.0
SPAN 3 *	INTERMEDIATE SPANISH	5.0
SPAN 4 *	INTERMEDIATE SPANISH	5.0

**Group A: Select one course****Units: 3.0**

SPAN 6 *	INTERMEDIATE SPANISH GRAMMAR AND COMPOSITION	3.0
SPAN 10 *	INTERMEDIATE CONVERSATIONAL SPANISH	3.0
SPAN 20A *	CIVILIZATION OF SPAIN THROUGH 1898	3.0
SPAN 20B *	CIVILIZATION OF SPAIN 1898 TO PRESENT	3.0
SPAN 21A *	CIVILIZATION OF LATIN AMERICA THROUGH 1900	3.0
SPAN 21B *	CIVILIZATION OF LATIN AMERICA 1900-PRESENT	3.0
SPAN 21C *	HISPANIC CULTURE AND LITERATURE IN THE UNITED STATES	3.0

**Total: 23.0**

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

## SPORTS NUTRITION - Certificate of Achievement

### Summary

The Sports Nutrition Certificate of Achievement will prepare students entering the growing field of sports nutrition—helping athletes optimize their performance through diet. Students will be trained to relate diet to health and fitness, identify deficiencies and excesses in the diets of athletes, apply research in the area of sports nutrition, utilize current dietary principles to optimize performance, and identify disordered eating and weight management practices inherent in many sports. They will learn how to plan balanced pre-event, race-day and recovery diets tailored to the unique needs of strength-building and endurance athletes.

The certificate will prepare students for a wide variety of entry-level employment opportunities in recreational programs, health clubs, medical centers, gyms, health food stores, nutritional supplement sales, and with sports teams. The certificate can also be used to help those already in the field of nutrition further specialize their knowledge and experience.

### Learning Outcome(s):

- Identify components of a healthy diet that lead to optimal performance for both endurance and strength athletes.
- Assess an individual athlete's nutritional status and make appropriate dietary recommendations.
- Analyze credible research on ergogenic aids, supplements and diets specific to athletes.

### Requirements

#### Required Core:

**Units: 12.0**

FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 164	SPORTS NUTRITION	3.0
FN 160	NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS	3.0
KNES 52	FUNDAMENTALS OF HUMAN MOVEMENT	3.0

**Total: 12.0**

# STUDIO ARTS - A.A. Degree

## Summary

The A.A. in Studio Arts prepares individuals to generally function as creative artists in visual media. Includes instruction in the traditional fine arts media (drawing, painting, sculpture, printmaking,) and/or modern media (ceramics, textiles, intermedia, photography, digital images), theory of art, color theory, composition and perspective, anatomy, the techniques and procedures for maintaining equipment and managing a studio, and art portfolio marketing. The Studio Arts A.A. degree provides transfer preparation for students interested in pursuing further education in Studio Arts or Fine Arts. While a baccalaureate or higher degree is recommended, earning the associate degree would demonstrate achievement and will support entrepreneurial students in starting their own creative careers and art related work.

## Learning Outcome(s):

- Demonstrate critical thinking and problem solving skills needed to develop a personal aesthetic.
- Demonstrate practical skills that translate into a higher level of qualification for transfer or employment in the areas of illustration, painting, printmaking, ceramics, sculpture, jewelry, metalsmithing, photography, art education, museum studies, art sales, digital arts and many other art related careers.
- Demonstrate skills to pursue lifelong learning in the areas of studio arts.

## Requirements

### Required Core:

**Units: 27.0**

ART 40	2-D FOUNDATIONS	3.0
ART 41 *	THREE-DIMENSIONAL DESIGN	3.0
ART 50 *	PAINTING - I	3.0
ART 80	DRAWING I	3.0
ART 85 *	DRAWING FROM THE LIVE MODEL I	3.0
ARTH 25	SURVEY OF ART HISTORY - ANCIENT WORLDS TO GOTHIC	3.0
ARTH 26 *	SURVEY OF WESTERN ART HISTORY - RENAISSANCE TO CONTEMPORARY	3.0
PHOT 50	DIGITAL PHOTOGRAPHY I	3.0
ART 143 *	PROFESSIONAL PRACTICES: LAUNCHING A CREATIVE CAREER	3.0

### Restricted Electives:

**Units: 12.0**

ART 9 *	CERAMICS FUNDAMENTALS	3.0
ART 10 *	CERAMICS - HANDBUILDING I	3.0
ART 14 *	CERAMICS - HANDBUILDING II	3.0
ART 15 *	CERAMICS - HANDBUILDING III	3.0
ART 11 *	CERAMICS - WHEEL I	3.0
ART 12 *	CERAMICS - WHEEL II	3.0
ART 13 *	CERAMICS - WHEEL III	3.0
ART 150 *	ARCHITECTURAL CERAMICS I	3.0
ART 42 *	COLOR THEORY AND PRACTICE	3.0
ART 51 *	PAINTING - II	3.0
ART 52 *	PAINTING - III	3.0
ART 53 *	PAINTING FROM THE LIVE MODEL I	3.0
ART 54 *	PAINTING FROM THE LIVE MODEL II	3.0
ART 57 *	WATERCOLOR I	3.0
ART 58 *	WATERCOLOR II	3.0
ART 59 *	WATERCOLOR III	3.0
ART 161 *	OPAQUE WATERCOLOR	3.0
ART 60 *	INTAGLIO (ETCHING) AND RELIEF I	3.0
ART 61 *	INTAGLIO (ETCHING) AND RELIEF II	3.0

ART 62 *	INTAGLIO (ETCHING) AND RELIEF III	3.0
ART 164 *	INTAGLIO (ETCHING) AND RELIEF IV	3.0
ART 63	INTRODUCTION TO SCREEN PRINTING	3.0
OR		
GC 63	INTRODUCTION TO SCREEN PRINTING	3.0
ART 70	FUNDAMENTALS OF SCULPTURE	3.0
ART 71 *	ADDITIVE SCULPTURE	3.0
ART 72 *	SUBTRACTIVE SCULPTURE	3.0
ART 78	BEGINNING LIFE SCULPTURE	3.0
ART 79 *	ADVANCED LIFE SCULPTURE	3.0
ART 81 *	DRAWING II	3.0
ART 82 *	DRAWING III	3.0
ART 86 *	DRAWING FROM THE LIVE MODEL II	3.0
ART 87 *	DRAWING FROM THE LIVE MODEL III	3.0
ART 140	BEGINNING GRAPHIC DESIGN	3.0
OR		
GD 140	BEGINNING GRAPHIC DESIGN	3.0
ART 141	GRAPHIC RENDERING TECHNIQUES	3.0
OR		
GD 141	GRAPHIC RENDERING TECHNIQUES	3.0
ART 142	PACKAGE DESIGN	3.0
OR		
GD 142	PACKAGE DESIGN	3.0
ART 145	GRAPHIC ILLUSTRATION	3.0
OR		
GD 145	GRAPHIC ILLUSTRATION	3.0
ART 175 *	METAL CASTING	3.0
ART 171 *	METALSMITHING & JEWELRY I	3.0
ART 172 *	METALSMITHING & JEWELRY II	3.0
ART 173 *	METALSMITHING & JEWELRY III	3.0
ART 174 *	METALSMITHING & JEWELRY IV	3.0
PHOT 51 *	INTRODUCTION TO PHOTOSHOP AND DIGITAL IMAGING	3.0
PHOT 55 *	DIGITAL PHOTOGRAPHY II	3.0
PHOT 152 *	INTERMEDIATE PHOTOSHOP AND DIGITAL IMAGING	3.0
PHOT 153 *	ADVANCED PHOTOSHOP & DIGITAL IMAGING	3.0
PHOT 154 *	ALTERNATIVE DIGITAL PROCESSES	3.0
PHOT 156 *	DIGITAL PHOTOGRAPHY III	3.0
PHOT 157 *	STUDIO LIGHTING	3.0
PHOT 167 *	CREATIVE PHOTOGRAPHIC LIGHTING	3.0
PHOT 177 *	PORTRAITURE PHOTOGRAPHY	3.0
ARTH 100	ART GALLERY DISPLAY AND EXHIBITION	3.0
BUS 160	ENTREPRENEURSHIP	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 39.0**

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

## STUDIO ARTS - AA-T Degree

### Summary

The Associate in Arts in Studio Arts for Transfer degree is designed for students who plan to earn a Bachelor of Arts in Art at a California State University institution. The core courses required in this program provide students with a foundation of knowledge to pursue advance study in a variety of programs including General Studio, Ceramics, Crafts, Drawing, Painting, Entertainment Art, Animation, Graphic Design, Illustration, Sculpture, Printmaking and other similar majors of concentration.

The Associate in Arts in Studio Arts for Transfer prepares students for transfer to a four-year university and guarantees admission to the CSU system, though it will not guarantee admission to a particular campus. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Develop a portfolio for transfer into studio arts programs in the UC system, the CSU system and private institutions.
- Demonstrate employment readiness in the field of art through experience in the studio arts, exhibition design and art history which develop life skills & critical thinking through the creative process of researching and interpreting valid information, formulating socially engaging content, utilizing divergent thinking and engaging in reflective and active analytical or evaluative thinking.
- Develop both soft and practical skills that translate into a higher level of qualification for employment in the areas of art education, museum studies, art exhibition & sales, public art, creative entrepreneurship, illustration, animation, graphic design, architecture, fashion, interior design.
- Synthesize the collaborative nature of Science, Technology, Engineering, Art & Mathematics by experiencing the tools and methods of design through creative problem solving and innovative design practices.

### Requirements

#### Required Core:

**Units: 12.0**

ARTH 26 *	SURVEY OF WESTERN ART HISTORY - RENAISSANCE TO CONTEMPORARY	3.0
ART 40	2-D FOUNDATIONS	3.0
ART 41 *	THREE-DIMENSIONAL DESIGN	3.0
ART 80	DRAWING I	3.0

**List A: Select one course****Units: 3.0**

ARTH 22	SURVEY OF ASIAN ART (INDIA, CHINA, JAPAN, AND KOREA)	3.0
ARTH 23	AFRICAN, OCEANIC, AND ANCIENT NORTH AMERICAN ART	3.0
ARTH 25	SURVEY OF ART HISTORY - ANCIENT WORLDS TO GOTHIC	3.0
ARTH 29	INTRODUCTION TO WORLD ART	3.0

**List B: Select three courses from three areas below****Units: 9.0***Drawing*

ART 85 *	DRAWING FROM THE LIVE MODEL I	3.0
OR		
ART 81 *	DRAWING II	3.0

*Painting*

ART 50 *	PAINTING - I	3.0
ART 51 *	PAINTING - II	3.0
ART 52 *	PAINTING - III	3.0

*Printmaking*

ART 60 *	INTAGLIO (ETCHING) AND RELIEF I	3.0
ART 61 *	INTAGLIO (ETCHING) AND RELIEF II	3.0
ART 62 *	INTAGLIO (ETCHING) AND RELIEF III	3.0

*Ceramics*

ART 10 *	CERAMICS - HANDBUILDING I	3.0
ART 11 *	CERAMICS - WHEEL I	3.0

*Sculpture*

ART 70	FUNDAMENTALS OF SCULPTURE	3.0
ART 71 *	ADDITIVE SCULPTURE	3.0
ART 72 *	SUBTRACTIVE SCULPTURE	3.0
ART 175 *	METAL CASTING	3.0

*Photography*

PHOT 50	DIGITAL PHOTOGRAPHY I	3.0
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*Color*

ART 42 *	COLOR THEORY AND PRACTICE	3.0
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**Total: 24.0**

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

**SURFACE DESIGN - Certificate of Achievement****Summary**

The Surface Design program covers the creative and technical aspects of surface design as it relates to creating repeat patterns and designs for products including textiles, home furnishings, wall coverings, floor coverings, decorative papers, greeting cards, and other surfaces. The program covers the process from initial research, design awareness, theme development and realization, to the various ways of printing and applying those designs to a variety of surfaces and materials. Creative, technical, and practical processes and procedures will be covered. Students completing this program would be prepared for entry-level employment in the textile, home-goods, and paper-goods surface design industries as entry-level designers, illustrators, and/or print technicians.

**Learning Outcome(s):**



- Use fundamental design skills
- Select and use appropriate design software
- Select and use appropriate print methodologies and technology
- Demonstrate skills typically found in the surface design field

## Requirements

<b>Required Core:</b>		<b>Units: 9.0</b>
GC 208 *	SURFACE DESIGN I	3.0
GC 218 *	SURFACE DESIGN II	3.0
GD 149	DIGITAL ILLUSTRATION	3.0

**Total: 9.0**

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

## SUSTAINABILITY STUDIES - Occupational Skills Award

### Summary

The goal of Sustainability Studies is to create ecologically and socially appropriate solutions to manage our human needs, impacts with the built environment, and the emerging green economy within the capacity of nature without compromising future generations. The goal is to educate students on the importance of sustainability and then train them how to become sustainable not only in their everyday lives, but in their careers as well. Students will be prepared to transfer to sustainability related programs at the university level, be at an advantage for jobs in the coming green economy, be positioned to develop new businesses and other employment opportunities, and become more engaged citizens.

### Requirements

<b>Required Core:</b>		<b>Units: 8.0</b>
ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0
<i>Select one</i>		3.0
ENV 6 *	SCARCITY AND ENVIRONMENT	3.0
OR		
ENV 37	ENVIRONMENTAL ETHICS	3.0
ENV 202	GREEN LIVING	2.0

<b>Restricted Electives:</b>		<b>Units: 6.0</b>
ENV 30	ALTERNATIVE ENERGY TECHNOLOGIES	3.0
ENV 106	NATURAL RESOURCE CONSERVATION	3.0
ENV 123	WATER AND SOIL CONSERVATION	3.0

**Total: 14.0**

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

## SUSTAINABLE FASHION AND SOCIAL ENTREPRENEURSHIP - Occupational Skills Award

### Summary

The Sustainable Fashion and Social Entrepreneurship Occupational Skills Award prepares students with basic skills necessary to develop, design, source, and manufacture a socially and environmentally friendly line of clothing or accessories. Course work covers developing a line and designing for a cause, ethics of fashion, sourcing and

manufacturing in an environmentally and socially responsible way as well as marketing the line. Students will complete an internship and tour eco-friendly fashion industry leaders' businesses.

After completion of the skills award students will be eligible for a position in the following areas: assistant fashion designer, assistant fashion designer of sustainable fashion, product developer for sustainable fashion, sourcing and manufacturer for sustainable fashion.

### Learning Outcome(s):

- Produce a professional portfolio showcasing sustainable sourcing and construction skills.
- Develop an environmentally conscious apparel or accessory line from concept to creation.
- Create a sustainable manufacturing plan complete with sourcing for product, specification sheets, and cost analysis.
- Explore environmental and social impact, current and traditional manufacturing processes in fashion and textiles, and identify alternative solutions for sustainability.
- Successfully complete an environmentally and socially responsible industry internship in fashion.

## Requirements

Required Core:		Units: 15.0
FASH 31	TEXTILES	3.0
FASH 132 *	DRAPING FASHION DESIGNS	3.0
<i>Select one</i>		3.0
FASH 136 *	APPAREL DESIGN	3.0
OR		
FASH 251 *	DESIGNING FOR A CAUSE AND SUSTAINABLE FASHION	3.0
FASH 240	DYE PROCESSES ON FABRICS	3.0
<i>Select both</i>		2.0
FASH 145 * §	INTERNSHIP	1.0
AND		
CWE 180 * †	CO-OP-ED FASHION	1.0
<i>Select one</i>		1.0
FASH 207	ECO-FRIENDLY FASHION TOUR	1.0
OR		
FASH 254	FASHION IN SOUTHERN CALIFORNIA	1.0

**Total: 15.0**

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

† Recommended to be taken in last semester of program.

§ Must be taken concurrently with CWE 180\*.

## SUSTAINABLE FOOD SYSTEMS - Certificate of Achievement

### Summary

Achieving a healthy and sustainable food future is an urgent matter that depends on collaborative efforts among scientists, policy makers, nutritionists, farmers and environmentalists. The Sustainable Food Systems certificate will train students to relate food intake and dietary patterns to their environmental impact, both on individual and population levels. Students will critically assess and apply research on sustainable food systems to optimal dietary patterns and will learn to quantify resource use and manage waste for food production and consumption. Students will learn how to plan and develop sustainable diets—diets with low environmental impact that contribute to food and nutrition security and to healthy life for present and future generations.

The certificate will prepare students for a variety of entry-level employment opportunities in governmental programs, school districts, restaurants and food establishments, the public health arena and nutritional and agricultural settings.

The certificate can also be used to help those already in the field of nutrition further specialize their knowledge and experience.

### Learning Outcome(s):

- Identify and describe the factors that contribute to the sustainability of meals and diets.
- Determine how the sustainability of different dietary patterns could be improved without compromising nutritional health.
- Assess and apply credible research on sustainable food systems to optimal dietary patterns, quantifying resource use and minimizing waste in food systems.

### Requirements

<b>Required Core:</b>		<b>Units: 12.0-14.0</b>
FN 50	FUNDAMENTALS OF NUTRITION	3.0
FN 206	SUSTAINABLE NUTRITION AND FOOD SYSTEMS	3.0
<i>Select one</i>		0.0-2.0
FN 171 *	SANITATION AND SAFETY	2.0
OR		
FN 210 *	SERVSAFE IN FOOD PRODUCTION	1.0
FN 120 *	SUSTAINABLE MEALS	3.0
HORT 110	INTRODUCTION TO URBAN FARMING	3.0

**Total: 12.0-14.0**

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

\* Students with valid California ServSafe Certification may have this core requirement waived.

## SUSTAINABLE HORTICULTURE - A.S. Degree

### Summary

Sustainability is a key component of the Horticulture Program. Sustainable horticulture is among several fields of study that are uniquely poised to capture opportunities presented by the expanding Green Industry and an increasing awareness of the need to preserve and protect limited resources. The Sustainable Horticulture Associate of Science degree program is based on horticultural science and technology, and prepares students for careers such as community, residential, and urban farm planning and design, organic grower, arborist, nursery management, nursery sales, nursery support, pest control adviser, and creation of gardens for human well-being and therapy. Careers also include opportunities related to the production and care of ornamental herbaceous plants, trees, shrubs, fruits, nuts, and vegetables commonly used in landscape design, urban farming, therapeutic gardens, and plant nurseries. Students, who may pursue being a certified arborist by the State of California, may also elect to take HORT 144 to prepare for the C27 Landscape Contractor Licensing Exam.

### Learning Outcome(s):

- Grow and maintain ornamental plant materials, based on principles of sustainable propagation.
- Identify local plant materials, especially, those well adapted to local conditions including herbaceous ground covers, trees, shrubs, and California natives.
- Identify plants contributing to local ecologies and habitats.

### Requirements

<b>Required Core:</b>		<b>Units: 19.0</b>
HORT 10	PLANT MATERIALS-ORNAMENTAL	3.0
HORT 11	PLANT MATERIALS-EDIBLES	3.0
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0

HORT 112	PLANT PROPAGATION	3.0
HORT 113	SOILS AND FERTILIZERS	3.0
HORT 120	INTEGRATED PEST MANAGEMENT	3.0

**Restricted Electives: Choose one course from each group****Units: 3.0-6.0**

<i>Group 1: Choose one of the following</i>		2.0-3.0
HORT 110	INTRODUCTION TO URBAN FARMING	3.0
HORT 111	INTRODUCTION TO PERMACULTURE	2.0
HORT 138	THE SUSTAINABLE LANDSCAPE	3.0
HORT 144	LICENSURE FOR THE LANDSCAPE CONTRACTOR	2.0

<i>Group 2: Choose one of the following</i>		1.0-3.0
HORT 140	BUSINESS ASPECTS IN HORTICULTURE AND LANDSCAPE	3.0
HORT 166	NATIVE PLANTS IN THE URBAN LANDSCAPE	2.0
HORT 238	INTRODUCTION TO WELLNESS GARDENING	3.0
CWE 180 †	CO-OP-ED-HORT & LANDSCAPE	1.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.****Total: 22.0-25.0**

† CWE 180 should be taken after completing at least 9 units of the Sustainable Horticulture program.

**SUSTAINABLE HORTICULTURE - Certificate of Achievement****Summary**

Sustainability is a key component of the Horticulture Program. Sustainable horticulture is among several fields of study that are uniquely poised to capture opportunities presented by the expanding Green Industry and an increasing awareness of the need to preserve and protect limited resources. The Sustainable Horticulture Certificate of Achievement program is based on horticultural science and technology, and prepares students for careers such as community, residential, and urban farm planning and design, organic grower, arborist, nursery management, nursery sales, nursery support, pest control adviser, and creation of gardens for human well-being and therapy. Careers also include opportunities related to the production and care of ornamental herbaceous plants, trees, shrubs, fruits, nuts, and vegetables commonly used in landscape design, urban farming, therapeutic gardens, and plant nurseries. Students, who may pursue being a certified arborist by the State of California, may also elect to take HORT 144 to prepare for the C27 Landscape Contractor Licensing Exam.

**Learning Outcome(s):**

- Grow and maintain ornamental plant materials, based on principles of sustainable propagation.
- Identify local plant materials, especially, those well adapted to local conditions including herbaceous ground covers, trees, shrubs, and California natives.
- Identify plants contributing to local ecologies and habitats.

## Requirements

<b>Required Core:</b>		<b>Units: 19.0</b>
HORT 10	PLANT MATERIALS-ORNAMENTAL	3.0
HORT 11	PLANT MATERIALS-EDIBLES	3.0
HORT 20	INTRODUCTION TO HORTICULTURAL SCIENCE	4.0
HORT 112	PLANT PROPAGATION	3.0
HORT 113	SOILS AND FERTILIZERS	3.0
HORT 120	INTEGRATED PEST MANAGEMENT	3.0

**Restricted Electives: Choose one course from each group** **Units: 3.0-6.0**

<i>Group 1: Choose one of the following</i>		2.0-3.0
HORT 110	INTRODUCTION TO URBAN FARMING	3.0
HORT 111	INTRODUCTION TO PERMACULTURE	2.0
HORT 138	THE SUSTAINABLE LANDSCAPE	3.0
HORT 144	LICENSURE FOR THE LANDSCAPE CONTRACTOR	2.0
<i>Group 2: Choose one of the following</i>		1.0-3.0
HORT 140	BUSINESS ASPECTS IN HORTICULTURE AND LANDSCAPE	3.0
HORT 166	NATIVE PLANTS IN THE URBAN LANDSCAPE	2.0
HORT 238	INTRODUCTION TO WELLNESS GARDENING	3.0
CWE 180 †	CO-OP-ED-HORT & LANDSCAPE	1.0

**Total: 22.0-25.0**

† CWE 180 should be taken after completing at least 9 units of the Sustainable Horticulture program.

## SUSTAINABLE LANDSCAPE DESIGN - A.S. Degree

### Summary

Students who complete this program will gain fundamental skills in landscape design elements, process and techniques, that are aesthetic, functional, and sustainable, and that contribute to the local ecology. Students will have opportunities to apply their understanding of sustainable horticultural aspects to the development and management of landscape design projects to promote green living environments. Graduates with these skills can gain entry-level employment in jobs such as landscape planning, design, construction, maintenance, and management of environmental systems and landscape design. Students may also elect to take HORT 144 to prepare for the C27 Contractor Licensing Exam.

### Learning Outcome(s):

- Demonstrate fundamental skills in landscape design elements, process and techniques, that are aesthetic, that are functional, and that contribute to the local ecology with sustainability.
- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate landscape construction and maintenance skills based on principles of sustainability.
- Use a variety of computer applications relevant to landscape design, construction, maintenance, and sustainable horticulture.

## Requirements

<b>Required Core:</b>		<b>Units: 21.0</b>
HORT 7	INTRODUCTION TO LANDSCAPE DESIGN	3.0
HORT 10	PLANT MATERIALS-ORNAMENTAL	3.0

HORT 106	LANDSCAPE CAD-FUNDAMENTALS	3.0
HORT 109	INTRODUCTION TO PLANTING DESIGN	3.0
HORT 115	HISTORY OF LANDSCAPE DESIGN	3.0
HORT 116	IRRIGATION DESIGN FUNDAMENTALS	3.0
HORT 130	HARDSCAPE AND CONSTRUCTION MATERIALS FUNDAMENTALS	3.0

**Restricted Electives: Choose one course from each group****Units: 2.0-6.0**

<i>Group 1: Choose one of the following</i>		1.0-3.0
HORT 139	CONTEMPORARY LANDSCAPE DESIGN TRENDS	3.0
HORT 140	BUSINESS ASPECTS IN HORTICULTURE AND LANDSCAPE	3.0
HORT 142	INTRODUCTION TO DESIGN TECHNOLOGY	1.0
HORT 145A	LANDSCAPE DESIGN-NATIVE GARDEN	2.0
HORT 145B	LANDSCAPE DESIGN-EDIBLE GARDEN	2.0
HORT 145C	LANDSCAPE DESIGN-WELLNESS GARDEN	2.0
HORT 238	INTRODUCTION TO WELLNESS GARDENING	3.0
<i>Group 2: Choose one of the following</i>		1.0-3.0
HORT 138	THE SUSTAINABLE LANDSCAPE	3.0
HORT 144	LICENSURE FOR THE LANDSCAPE CONTRACTOR	2.0
HORT 146	LANDSCAPE DESIGN PORTFOLIO DEVELOPMENT	1.0
HORT 239	FENG SHUI AND WELL BEING	2.0
CWE 180 †	CO-OP-ED-HORT & LANDSCAPE	1.0

**Associate of Science Degree**

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

**General Education Requirements for Associate Degrees**

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

**Total units does not include all units required for the degree.**

**Total: 23.0-27.0**

† CWE 180 should be taken after completing at least 9 units of the Sustainable Landscape Design program.

**SUSTAINABLE LANDSCAPE DESIGN - Certificate of Achievement****Summary**

Students who complete the Sustainable Landscape Design certificate program will gain fundamental skills in landscape design elements, process and techniques, that are aesthetic, functional, and sustainable, and that contribute to the local ecology. Students will have opportunities to apply their understanding of sustainable horticultural aspects to the development and management of landscape design projects to promote green living environments. Graduates with these skills can gain entry-level employment in jobs such as landscape planning, design, construction, maintenance, and management of environmental systems and landscape design. Students may also elect to take HORT 144 to prepare for the C27 Contractor Licensing Exam.

**Learning Outcome(s):**

- Demonstrate fundamental skills in landscape design elements, process and techniques, that are aesthetic, that are functional, and that contribute to the local ecology with sustainability.

- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate landscape construction and maintenance skills based on principles of sustainability.
- Use a variety of computer applications relevant to landscape design, construction, maintenance, and sustainable horticulture.

## Requirements

### Required Core:

**Units: 21.0**

HORT 7	INTRODUCTION TO LANDSCAPE DESIGN	3.0
HORT 10	PLANT MATERIALS-ORNAMENTAL	3.0
HORT 106	LANDSCAPE CAD-FUNDAMENTALS	3.0
HORT 109	INTRODUCTION TO PLANTING DESIGN	3.0
HORT 115	HISTORY OF LANDSCAPE DESIGN	3.0
HORT 116	IRRIGATION DESIGN FUNDAMENTALS	3.0
HORT 130	HARDSCAPE AND CONSTRUCTION MATERIALS FUNDAMENTALS	3.0

### Restricted Electives: Choose one course from each group

**Units: 2.0-6.0**

<i>Group 1: Choose one of the following</i>		1.0-3.0
HORT 139	CONTEMPORARY LANDSCAPE DESIGN TRENDS	3.0
HORT 140	BUSINESS ASPECTS IN HORTICULTURE AND LANDSCAPE	3.0
HORT 142	INTRODUCTION TO DESIGN TECHNOLOGY	1.0
HORT 145A	LANDSCAPE DESIGN-NATIVE GARDEN	2.0
HORT 145B	LANDSCAPE DESIGN-EDIBLE GARDEN	2.0
HORT 145C	LANDSCAPE DESIGN-WELLNESS GARDEN	2.0
HORT 238	INTRODUCTION TO WELLNESS GARDENING	3.0
<i>Group 2: Choose one of the following</i>		1.0-3.0
HORT 138	THE SUSTAINABLE LANDSCAPE	3.0
HORT 144	LICENSURE FOR THE LANDSCAPE CONTRACTOR	2.0
HORT 146	LANDSCAPE DESIGN PORTFOLIO DEVELOPMENT	1.0
HORT 239	FENG SHUI AND WELL BEING	2.0
CWE 180 †	CO-OP-ED-HORT & LANDSCAPE	1.0

**Total: 23.0-27.0**

† CWE 180 should be taken after completing at least 9 units of the Sustainable Landscape Design program.

## THEATRE ARTS - AA-T Degree

### Summary

The Associate in Arts in Theatre Arts for Transfer degree will provide students with a broad introduction to making theatre. This degree is designed for students with an interest in pursuing theatre as a profession who have not yet decided where to specialize. As such, students will receive a broad overview of the many aspects of theatre, including performance, design, theatre history, lighting, costumes, and stagecraft. Students who complete the Associate in Arts in Theatre Arts for transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

### Associate Degree for Transfer requirements (pursuant to SB1440, §66746)

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:



- a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

### Learning Outcome(s):

- Recognize standard practices of ensemble playing in a rehearsal/performance environment.
- Compare and analyze the theories and techniques of acting from a historical perspective.
- Analyze texts and scripts as they pertain to performance.
- Demonstrate skill for technical aspects of acting, including physical, vocal, imaginative, analytical and emotional elements.
- Compare and contrast theatrical periods and styles in terms of acting, directing, playwriting, and technical elements.
- Apply imagination and character analysis to identify and describe the personality and motivations of a given character.
- Apply technical processes, including lighting, set, costume, and/or stage make-up design, as they pertain to a given dramatic script.

### Requirements

Required Core:	Units: 9.0
<i>Select one</i>	
TA 20 THEATRE APPRECIATION	3.0
OR	
TA 25 THEATRE HISTORY - PRIMITIVE TO RENAISSANCE	3.0
TA 1 FUNDAMENTALS OF ACTING	3.0
<i>Complete 3 units in Rehearsal and Performance Production OR Technical Theatre in Production</i>	
<i>Rehearsal and Performance Production</i>	
TA 15 * REHEARSAL AND PERFORMANCE - DRAMA	3.0
TA 16 * REHEARSAL AND PERFORMANCE - COMEDY	3.0
TA 17 * REHEARSAL AND PERFORMANCE - MIXED GENRES	3.0
TA 19 * REHEARSAL AND PERFORMANCE - MUSICAL THEATRE	3.0
TA 113 * REHEARSAL AND PERFORMANCE - CHILDREN'S THEATRE	3.0
OR	
<i>Technical Theatre in Production</i>	
<i>Select ETT 24</i>	
ETT 24 STAGE MANAGEMENT	3.0
OR	
<i>Select both ETT 100 and ETT 142</i>	
ETT 100 * APPLIED TECHNICAL THEATRE PRODUCTION	2.0
AND	
ETT 142 THEATRE PRODUCTION	1.0

List A: Select three to four courses	Units: 9.0
TA 2 * SCENE STUDY I	3.0
ETT 101 * FUNDAMENTALS OF DESIGN AND GRAPHICS FOR THEATRE	3.0

ETT 41 *	LIGHTING DESIGN FUNDAMENTALS	3.0
ETT 42	COSTUME DESIGN	3.0
TA 43	STAGE MAKE-UP	3.0
ETT 40	STAGECRAFT	3.0
TA 15 * •	REHEARSAL AND PERFORMANCE - DRAMA	3.0
TA 16 * •	REHEARSAL AND PERFORMANCE - COMEDY	3.0
TA 17 * •	REHEARSAL AND PERFORMANCE - MIXED GENRES	3.0
TA 19 * •	REHEARSAL AND PERFORMANCE - MUSICAL THEATRE	3.0
TA 113 * •	REHEARSAL AND PERFORMANCE - CHILDREN'S THEATRE	3.0
ETT 24 •	STAGE MANAGEMENT	3.0
<i>Select both</i>		3.0
ETT 100 * •	APPLIED TECHNICAL THEATRE PRODUCTION	2.0
AND		
ETT 142 •	THEATRE PRODUCTION	1.0

**Total: 18.0**

- \* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.
- A maximum of three units may be taken from TA 15, 16, 17, 19, 113, ETT 24, ETT 100, and ETT 142 to be counted toward List A requirements. Courses taken to fulfill core requirement for Rehearsal and Performance Production or Technical Theatre in Production may not be taken again to meet List A requirements.

## THEATRE ARTS ENTERTAINMENT AND THEATRE TECHNOLOGY - Certificate of Achievement

### Summary

The Saddleback College Department of Theatre Arts' Entertainment and Theatre Technology Certificate of Achievement program provides students with a career preparation for entry-level positions in the professional entertainment industry. This comprehensive and intensive program offers students the opportunity to explore fundamentals of a wide variety of practical career opportunities in the entertainment industry including Theatre Technician, Theatrical Stage Employee, Moving Picture Technician, Theatre Artist and its Allied Crafts. Technical theatre students participate in the hands-on experience of creating all of the technical elements of Department of Theatre Arts' productions as well as other live events on the Saddleback College campus.

### Learning Outcome(s):

- Demonstrate preparation for entry level positions in the professional entertainment industry.
- Demonstrate technical skills in a wide variety of applications related to theatrical production.
- Demonstrate competence in the production of live events

### Requirements

<b>Required Core:</b>		<b>Units: 23.0</b>
ETT 40	STAGECRAFT	3.0
ETT 100 *	APPLIED TECHNICAL THEATRE PRODUCTION	2.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
ETT 142 ♦	THEATRE PRODUCTION	1.0
ETT 142 ♦	THEATRE PRODUCTION	1.0
ETT 101 *	FUNDAMENTALS OF DESIGN AND GRAPHICS FOR THEATRE	3.0
TA 1	FUNDAMENTALS OF ACTING	3.0
ETT 240 *	ADVANCED STAGECRAFT	3.0
TA 20	THEATRE APPRECIATION	3.0

CWE 180 *	CO-OP-ED ENTERTAINMENT AND THEATRE TECHNOLOGY	2.0
ETT 144	THEATRE SCENERY PAINTING	2.0

**Restricted Electives: Select one course from each group****Units: 5.0-6.0**

<i>Group 1: Appreciation and History</i>		3.0
ARTH 20	ART APPRECIATION	3.0
CTVR 3	THE HISTORY AND APPRECIATION OF AMERICAN CINEMA	3.0
DANC 64	HISTORY OF DANCE	3.0
MUS 20	MUSIC APPRECIATION	3.0
MUS 27	HISTORY OF JAZZ	3.0
MUS 28	HISTORY OF ROCK	3.0
TA 22	MUSICAL THEATRE HISTORY AND APPRECIATION	3.0
<i>Group 2: Industry Skills</i>		2.0-3.0
ETT 41 *	LIGHTING DESIGN FUNDAMENTALS	3.0
ETT 42	COSTUME DESIGN	3.0
ETT 242 *	STYLES OF PAINT FOR THE ENTERTAINMENT INDUSTRY	3.0
ETT 244 *	ADVANCED SCENERY PAINTING	3.0
MUS 118	DIGITAL MULTI-TRACK MUSIC RECORDING	2.5
MUS 130	MUSIC PRODUCTION I	2.5
MUS 132	INTRODUCTION TO MUSIC TECHNOLOGY	2.0

**Total: 28.0-29.0**

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

♦ Course needs to be taken two times.

**THEATRE ARTS PERFORMANCE AND ACTING - A.A. Degree****Summary**

The Theatre Arts Performance and Acting Associate of Arts Degree program is designed to provide the student the opportunity to obtain professional training and achieve an Associate Degree in Theatre Arts. With this degree, a student can transfer to an institution of higher learning which offers a BA or BFA in Drama Studies, Theatre Arts, Theatre Education and other related Liberal Arts degrees. Students should consult the transfer institutions for concentration specific requirements. A Baccalaureate Degree in Theatre Arts or higher is recommended for those considering a professional career in Performance and Acting. An Associate of Arts degree would demonstrate commitment to the major for those transferring to other institutes of higher learning and may support attempts to gain employment in performance, acting, or voice over work.

**Learning Outcome(s):**

- Recognize standard practices of ensemble playing in a rehearsal/performance environment.
- Compare and analyze the theories and techniques of acting from a historical perspective.
- Analyze texts and scripts as they pertain to performance.
- Demonstrate skill for technical aspects of acting, including physical, vocal, imaginative, analytical and emotional elements.
- Compare and contrast theatrical periods and styles in terms of acting, directing, playwriting, and technical elements.
- Apply imagination and character analysis to identify and describe the personality and motivations of a given character.
- Apply technical processes, including lighting, set, costume, and/or stage make-up design, as they pertain to a given dramatic script.

## Requirements

### Required Core:

**Units: 18.0**

ETT 40	STAGECRAFT	3.0
TA 1	FUNDAMENTALS OF ACTING	3.0
TA 2 *	SCENE STUDY I	3.0
TA 3 *	SCENE STUDY II	3.0
TA 11	STAGE MOVEMENT	3.0
TA 35	VOICE AND DICTION	3.0

### Restricted Electives:

**Units: 8.0-9.0**

<i>Group 1: Rehearsal, Performance, and Production (select 2-3 units)</i>		2.0-3.0
<i>If ETT 142 is selected, course needs to be taken two times</i>		2.0
ETT 142 ♦	THEATRE PRODUCTION	1.0
AND		
ETT 142 ♦	THEATRE PRODUCTION	1.0
TA 15 *	REHEARSAL AND PERFORMANCE - DRAMA	3.0
TA 16 *	REHEARSAL AND PERFORMANCE - COMEDY	3.0
TA 17 *	REHEARSAL AND PERFORMANCE - MIXED GENRES	3.0
TA 19 *	REHEARSAL AND PERFORMANCE - MUSICAL THEATRE	3.0
TA 113 *	REHEARSAL AND PERFORMANCE - CHILDREN'S THEATRE	3.0
<i>Group 2: Appreciation and History (select one course)</i>		3.0
TA 20	THEATRE APPRECIATION	3.0
TA 25	THEATRE HISTORY - PRIMITIVE TO RENAISSANCE	3.0
TA 22	MUSICAL THEATRE HISTORY AND APPRECIATION	3.0
<i>Group 3: Theatre Electives (select one course)</i>		3.0
ETT 41 *	LIGHTING DESIGN FUNDAMENTALS	3.0
ETT 42	COSTUME DESIGN	3.0
ETT 101 *	FUNDAMENTALS OF DESIGN AND GRAPHICS FOR THEATRE	3.0
TA 4 *	ACTING STYLES I	3.0
TA 10	MUSICAL THEATRE TECHNIQUES	3.0
TA 12 *	DIRECTING	3.0

### Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 26.0-27.0**

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

♦ If ETT 142 is selected, course needs to be taken two times.

## THEATRE ARTS TECHNICAL THEATRE - A.A. Degree

## Summary

The Theatre Arts Technical Theatre Associate of Arts degree program is designed to provide the student the opportunity to obtain professional training and achieve an Associate Degree in Technical Theatre. With this degree, a student can transfer to an institution of higher learning which offers a BA in Drama Studies, Theatre Arts, Theatre Education, Technical Theatre and other related Liberal Arts degrees. A Baccalaureate Degree in Theatre Arts or higher is recommended for those considering a professional career in the entertainment industry or theatre. An Associate Degree would demonstrate commitment to the major for those transferring to other institutes of higher learning and may support attempts to gain entry-level employment as a Theatre Technician, Theatrical Stage Employee, Moving Picture Technician, Entertainment Artist, or in Allied Crafts.

### Learning Outcome(s):

- Demonstrate skills for entry level positions in the professional entertainment industry.
- Demonstrate the basic components of stagecraft.
- Demonstrate a variety of acting techniques.

## Requirements

### Required Core:

**Units: 13.0**

ETT 40	STAGECRAFT	3.0
ETT 100 *	APPLIED TECHNICAL THEATRE PRODUCTION	2.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
ETT 142 ♦	THEATRE PRODUCTION	1.0
ETT 142 ♦	THEATRE PRODUCTION	1.0
ETT 101 *	FUNDAMENTALS OF DESIGN AND GRAPHICS FOR THEATRE	3.0
TA 1	FUNDAMENTALS OF ACTING	3.0

### Restricted Electives: Select one course from each group

**Units: 5.0-6.0**

<i>Group 1: Select one course</i>		3.0
TA 20	THEATRE APPRECIATION	3.0
TA 22	MUSICAL THEATRE HISTORY AND APPRECIATION	3.0
TA 25	THEATRE HISTORY - PRIMITIVE TO RENAISSANCE	3.0
<i>Group 2: Select one course</i>		2.0-3.0
ETT 41 *	LIGHTING DESIGN FUNDAMENTALS	3.0
ETT 42	COSTUME DESIGN	3.0
ETT 144	THEATRE SCENERY PAINTING	2.0

## Associate of Arts Degree

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

### General Education Requirements for Associate Degrees

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

### Total units does not include all units required for the degree.

**Total: 18.0-19.0**

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

◆ Course needs to be taken two times.

## TRAVEL AND TOURISM - A.S. Degree

### Summary

The Travel and Tourism Associate of Science degree program is designed to prepare students for careers in the travel agency industry. The program stresses the following: ticketing and reservations, major tourist areas and resorts, fares and routes, tour promotion, and planning including airline computing and cruise itineraries. The program covers all aspects of travel including air, cruise ships, rail, and car. Students completing this degree will be prepared for occupations as: Travel Counselors, Meeting Planners, In-house Travel Consultants, Reservation Sales Agents, and Ticket Agents.

### Learning Outcome(s):

- Support their choice of cruise itineraries presented in a written form based on the standards of the industry, use a predetermined criteria checklist and compare cruise features and benefits, both tangible and intangible, as well as price, value and individual preference.
- Build a Passenger Name Record (PNR) in the airline computer training strand of the program.
- Identify geographic locations.

### Requirements

Required Core:		Units: 23.0
TOUR 250	INTRODUCTION TO THE EXCITING WORLD OF TRAVEL & TOURISM	3.0
TOUR 252	WORLD DESTINATIONS AND RESORTS--WESTERN HEMISPHERE	3.0
TOUR 253	WORLD DESTINATIONS-EUROPE	3.0
TOUR 254	WORLD DESTINATIONS-PACIFIC, ASIA, AFRICA, MIDDLE EAST	3.0
TOUR 255	SELLING DREAMS - THE TRAVEL INDUSTRY	3.0
TOUR 257	TOURS AND CRUISES	3.0
TOUR 259 *	AIRLINE COMPUTER TRAINING	2.0
TOUR 260 *	ADVANCED AIRLINE COMPUTER TRAINING	2.0
CWE 180 *	CO-OP-ED TRAVEL MANAGEMENT	1.0

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 23.0**

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

## TRAVEL AND TOURISM - Certificate of Achievement

### Summary

The Travel and Tourism Certificate of Achievement program is designed to prepare students for careers in the travel agency industry. The program stresses the following: ticketing and reservations, major tourist areas and resorts, fares and routes, tour promotion, and planning including airline computing and cruise itineraries. The program covers all

aspects of travel including air, cruise ships, rail, and car. Students completing this certificate will be prepared for occupations as: Travel Counselors, Meeting Planners, In-house Travel Consultants, Reservation Sales Agents, and Ticket Agents.

### Learning Outcome(s):

- Support their choice of cruise itineraries presented in a written form based on the standards of the industry, use a predetermined criteria checklist and compare cruise features and benefits, both tangible and intangible, as well as price, value and individual preference.
- Build a Passenger Name Record (PNR) in the airline computer training strand of the program.
- Identify geographic locations.

## Requirements

Required Core:		Units: 23.0
TOUR 250	INTRODUCTION TO THE EXCITING WORLD OF TRAVEL & TOURISM	3.0
TOUR 252	WORLD DESTINATIONS AND RESORTS--WESTERN HEMISPHERE	3.0
TOUR 253	WORLD DESTINATIONS-EUROPE	3.0
TOUR 254	WORLD DESTINATIONS-PACIFIC, ASIA, AFRICA, MIDDLE EAST	3.0
TOUR 255	SELLING DREAMS - THE TRAVEL INDUSTRY	3.0
TOUR 257	TOURS AND CRUISES	3.0
TOUR 259 *	AIRLINE COMPUTER TRAINING	2.0
TOUR 260 *	ADVANCED AIRLINE COMPUTER TRAINING	2.0
CWE 180 *	CO-OP-ED TRAVEL MANAGEMENT	1.0

**Total: 23.0**

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

## URBAN FARMING - Certificate of Achievement

### Summary

Sustainability is a key component of our Urban Farming Certificate of Achievement program. Thriving, localized food economies benefit the health of the people, the planet, and the communities surrounding them. Sustainable urban farming is among several fields of study that are uniquely poised to capture opportunities presented by an increasing awareness of the need to preserve and protect limited resources. The goals of the Urban Farming Certificate of Achievement program are to provide enhanced opportunities for those striving to acquire knowledge of sustainable farming practices in an urban environment, based on the principles of sustainability. We seek also to support quality technical instruction, career and skill enhancement as well as lifelong learning for members of the community.

Our program prepares students for careers such as director of community sourced agriculture (CSA), public market manager, urban farmer, grower, farm educational adviser, garden designer, horticultural consultant, supervisor of landscaping, and food systems production and distribution. Careers also include opportunities in the production and care of fruits, nuts, and vegetables commonly used in landscape design, urban farming, wellness gardens, and plant nurseries.

Through our program students will be able to achieve occupational competencies such as strong leadership, communication skills, planning and managerial expertise, and knowledge-based consultation.

### Learning Outcome(s):

- Grow, harvest, and distribute organic vegetables and fruits, based on principles of sustainable propagation.
- Demonstrate a range of technical farming skills (e.g., composting, trellising, cover cropping, post-harvest handling).
- Identify strategies for being sustainable with organic edibles and physical and mental well-being.

## Requirements

Required Core:	Units: 13.0
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HORT 110	INTRODUCTION TO URBAN FARMING	3.0
HORT 111	INTRODUCTION TO PERMACULTURE	2.0
HORT 113	SOILS AND FERTILIZERS	3.0
HORT 120	INTEGRATED PEST MANAGEMENT	3.0
HORT 145B	LANDSCAPE DESIGN-EDIBLE GARDEN	2.0

**Total: 13.0**

## VISUAL DISPLAY AND PRESENTATION - Certificate of Achievement

### Summary

The Visual Display and Presentation Certificate will provide the student with a comprehensive academic foundation to pursue multiple visual display careers within the field of merchandising and marketing. Students will have opportunities to develop skills in Adobe Illustrator, fashion retailing on-line, store planning and layout, retail and event marketing, 3-dimensional window display and storytelling, knowledge of materials and tools, and computer aided design. Students that complete this certificate will be prepared for entry-level positions in brick and mortar retail and/or e-commerce, trade show design, home fashions, styling, party design and set and stage design for fashion shows and events. This certificate is designed for the student looking to obtain the necessary skills for immediate entry into the workforce. Occupations such as: retail merchandising field specialist, visual merchandiser, visual designer, merchandising coordinator, visual associate, and freelance visual merchandiser. An internship within visual display is also required and often leads to employment opportunities upon completion. This certificate provides the foundation for advanced certificates in Fashion Merchandising and/or Fashion Design.

### Learning Outcome(s):

- Produce a professional portfolio showcasing their visual display and presentation skills.
- Complete an industry internship including the completion of three individual goals and objectives as determined by themselves and an industry supervisor.
- Demonstrate and understand skills needed to create and construct 3-dimensional window displays and/or 3-dimensional visual stage sets showcasing continuity of theme, layout, signage, merchandise, and lighting presentation.

### Requirements

#### Required Core:

**Units: 20.0-20.5**

<i>Select one</i>		3.0
FASH 140	FASHION IMAGE	3.0
OR		
FASH 143	FASHION BUYING AND MERCHANDISING	3.0
FASH 147	SPECIAL EVENTS COORDINATION AND PROMOTION	3.0
FASH 148	VISUAL MERCHANDISING	3.0
<i>Select one</i>		3.0
FASH 150	FASHION APPAREL AND PROFESSIONAL TECHNIQUES	3.0
OR		
FASH 154	FASHION ILLUSTRATION	3.0
<i>Select both</i>		2.0
CWE 180 * †	CO-OP-ED FASHION	1.0
AND		
FASH 145 * §	INTERNSHIP	1.0
<i>Select one</i>		1.0-1.5

FASH 225	APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP	1.0
OR		
FASH 250	FASHION TREND FORECASTING	1.5
FASH 155 *	THE DIGITAL FASHION IMAGE	2.0
ID 114	APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN	3.0

**Restricted Electives:****Units: 3.0**

ARTH 100	ART GALLERY DISPLAY AND EXHIBITION	3.0
ID 115 *	CAD FOR INTERIOR DESIGN	3.0
PHOT 50	DIGITAL PHOTOGRAPHY I	3.0

**Total: 23.0-23.5**

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

† Recommended to be taken in the last semester of the program.

§ Must be taken concurrently with CWE 180.

## VOCAL STUDIES - Certificate of Achievement

### Summary

The completion of this Certificate of Achievement in Vocal Studies prepares students for audition and transfer into a Bachelors of Arts in Music degree in Vocal Studies. This program is part of a group of stackable certificates in specialty areas that are built upon the Basic Music Skills Certificate of Achievement. The certificate includes basic skills in Music Theory and Musicianship. The certificate also emphasizes the skills necessary to pass a performance audition to a four-year music program, including the ability to perform a variety of vocal music styles. There is an audition requirement for MUS 50, MUS 32, MUS 33, MUS 34, and MUS 35. During the auditions, students are expected to demonstrate college-level performance skills, which include phrasing, intonation, tone, reading, and musical interpretation of vocal music genres. Students cannot complete the program without passing these auditions. This certificate also fulfills a portion of the requirements for the Music AA and ADT. Transfer students should consult their transfer institutions of choice for further information on specific lower-division Music major requirements.

### Learning Outcome(s):

- Complete voice leading exercises and Roman Numeral Analysis of simple chord progressions
- Distinguish between classical forms, including Theme and Variations, Rondo, and Sonata
- Take harmonic dictation of chord progressions, melodies, and rhythms
- Accurately sing melodies, solfege, and rhythms
- Perform solo and ensemble vocal repertoire with appropriate technique, phrasing, intonation, and interpretation
- Perform within an ensemble using appropriate technique, phrasing, intonation and section balance
- Identify the distinctions between historically important composers for the voice

### Requirements

**Required Core:****Units: 13.0**

MUS 10 *	HARMONY I	3.0
MUS 11 *	HARMONY II	3.0
MUS 92 *	MUSICIANSHIP I	1.0
MUS 93 *	MUSICIANSHIP II	1.0
<i>The following course must be taken twice for a total of two units:</i>		2.0
MUS 50 * ^	APPLIED MUSIC	1.0
MUS 50 * ^	APPLIED MUSIC	1.0
MUS 81 *	INTERMEDIATE VOICE	1.5

MUS 82 *	VOCAL REPERTOIRE AND PERFORMANCE PROCEDURES	1.5
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**Required Ensembles: Complete two semesters from the following****Units: 4.0**

MUS 32 *	SINGING SOCIETY	2.0
MUS 33 *	MASTERWORKS CHORALE	2.0
MUS 34 *	EARLY MUSIC ENSEMBLE	2.0
MUS 35 *	CONTEMPORARY CHOIR	2.0

**Total: 17.0**

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

^ Students must complete 2 semesters of Applied Music to earn the certificate.

**WATER RESOURCES AND CONSERVATION - Certificate of Achievement****Summary**

Water Resources and Conservation provides students with an integrated background and critical knowledge of water resources and conservation issues. Students will gain skills and practical application of those skills to design, implement and evaluate water conservation programs that address current and future water issues at a local, national, and global level. The program combines classroom, laboratory, and field study instruction providing students with a well-rounded preparation in the water resources and conservation field. The goal of the program is to train and prepare students for a career in the water field as water efficiency/conservation technicians, coordinators, or specialists, or as water resources specialists and technicians. The program will also prepare students for water conservation certification examinations administered by professional associations within the water industry.

**Learning Outcome(s):**

- Design, implement, evaluate and market water conservation programs to a broad audience.
- Evaluate water usage patterns for rural, urban, residential, and commercial sites; recommend water efficiency measures as well as alternate water sources.
- Understand water distribution, flow, and elimination systems; basic hydraulics; quality issues; balance and time of use.
- Understand the many stressors to water accessibility and how they interact to affect supply and demand along with other issues.
- Monitor, collect, interpret and analyze data to evaluate effectiveness of programs and modify them over time.
- Calculate water and cost savings and produce comprehensive cost/benefit analysis reports.
- Develop basic knowledge of water resource economics and how economics relates to supply and demand.

**Requirements****Required Core:****Units: 22.0**

ENV 1	INTRODUCTION TO ENVIRONMENTAL STUDIES	3.0
ENV 6 *	SCARCITY AND ENVIRONMENT	3.0
ENV 40	ENVIRONMENTAL LAW AND POLICY	3.0
ENV 105 *	ENVIRONMENTAL STUDIES INTERNSHIP	2.0
ENV 123	WATER AND SOIL CONSERVATION	3.0
ENV 141	WATER RESOURCES AND MANAGEMENT	4.0
ENV 38	WATER QUALITY AND MONITORING	3.0
CWE 180	CO-OP-ED ENVIRONMENTAL MONITORING AND ASSESSMENT	1.0

**Total: 22.0**

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

**WEB DESIGNER - A.S. Degree**

## Summary

This degree allows students to create websites for businesses, organizations, and individuals. The degree provides comprehensive client-side web design by providing training in Adobe Creative Cloud, the industrial standard for web design. The degree also covers all three client-side technologies: HTML, CSS, and JavaScript. These three technologies are the worldwide standards for all web page design and display. HTML is the markup language of the web. CSS is the web presentation language. JavaScript is the web behavior language. The degree's restricted electives allow a student to pursue traditional college programming languages, database, PHP the most popular server-side Web scripting or WordPress. The Web Designer degree provides the student with skills to gain employment as an entry-level Web Designer.

### Learning Outcome(s):

- Demonstrate key skills for employment as a Web Designer.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Describe components of a web page.

## Requirements

### Required Core:

**Units: 15.0**

CIMW 134	WEB DIGITAL MEDIA- PHOTOSHOP AND INTRO TO VIDEO EDITING	3.0
CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING	1.5
CIMW 115	INTRO CREATING WEB PAGES DREAMWEAVER AND WORD PRESS	3.0
CIMW 140	CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)	3.0
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0
CIMW 280 ‡	WEB DESIGN - CAPSTONE PORTFOLIO PROJECT	1.5

### Restricted Electives:

**Units: 6.0-8.0**

CIMP 5	BUSINESS PROGRAMMING I - VISUAL BASIC	3.5
CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
CIMP 115	BUSINESS PROGRAMMING--C#	3.5
CIMW 100B *	WEB SITE DEVELOPMENT - HTML--ADVANCED	1.5
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMW 145	WEB DEVELOPMENT - PHP, CMS AND WORDPRESS AND E-COMMERCE	3.0
CIMW 207	SOCIAL MEDIA & WEB FUNDAMENTALS	1.5
CIMW 241	INTRODUCTION TO CONTENT MANAGEMENT SYSTEMS (CMS)- WORDPRESS	3.0
CIMW 250	MICROSOFT ASP.NET--BEGINNING	3.5

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 21.0-23.0**

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

‡ Final course to be taken.

## WEB DESIGNER - Certificate of Achievement

### Summary

This certificate prepares the student to develop a web presence for businesses, organizations, and individuals in communication, marketing, and data management through the development of a website. Students will learn how to reach an audience and communicate ideas. The program includes basic and advanced software skills, developing a mission, goals, and the promotion and maintenance of a website.

### Learning Outcome(s):

- Demonstrate key skills for employment as a Web Designer.
- Demonstrate comprehensive, broad range introductory computer competencies targeting a diverse and multicultural workforce.
- Complete technically current and challenging ongoing education.
- Apply skills in a broad range of media appropriate for a diverse population of technical students.
- Use job skills in technical professional business environments through internships and capstone projects.

### Requirements

<b>Required Core:</b>	<b>Units: 12.0</b>
CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING 1.5
CIMW 115	INTRO CREATING WEB PAGES DREAMWEAVER AND WORD PRESS 3.0
CIMW 134	WEB DIGITAL MEDIA- PHOTOSHOP AND INTRO TO VIDEO EDITING 3.0
CIMW 140	CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN) 3.0
CIMW 280 ‡	WEB DESIGN - CAPSTONE PORTFOLIO PROJECT 1.5

<b>Restricted Electives:</b>	<b>Units: 5.0-6.5</b>
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL 3.0
CIMW 100B *	WEB SITE DEVELOPMENT - HTML--ADVANCED 1.5
CIMW 145	WEB DEVELOPMENT - PHP, CMS AND WORDPRESS AND E-COMMERCE 3.0
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX 3.0
CIMW 250	MICROSOFT ASP.NET--BEGINNING 3.5

**Total: 17.0-18.5**

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

‡ Final course to be taken.

## WEBMASTER - A.S. Degree

### Summary

The Webmaster program prepares the student to build websites and maintain a web server. The degree covers server-level aspects of web construction so one can efficiently run a business, government, or individual website. Topics include networking, operating system, web development, and database. The flexible restricted electives allow a student to further specialize in either operating system administration, web design, programming, or networking/security. With this Saddleback degree, students can achieve two or more industry-coveted CompTIA certificates.

### Learning Outcome(s):

- Demonstrate key skills for employment in the area of webmaster.
- Demonstrate comprehensive, broad range computer competencies targeting a diverse and multicultural workforce.

- Demonstrate knowledge of the web, networking, database, and operating system terminology.

## Requirements

### Required Core:

**Units: 12.0**

<i>Select one</i>		3.0
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
OR		
CIMN 130	COMPUTER OPERATING SYSTEMS - UNIX AND LINUX	3.0
CIMN 120	INTRODUCTION TO NETWORKING:COMPTIA NETWORK+	3.0
CIMW 100A *	WEB SITE DEVELOPMENT - HTML-BEGINNING	1.5
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMW 280 ‡	WEB DESIGN - CAPSTONE PORTFOLIO PROJECT	1.5

### Restricted Electives:

**Units: 9.0-10.0**

CIM 1	COMPUTER INFORMATION SYSTEMS	4.0
CIMN 110	NETWORKING ESSENTIALS AND TECHNOLOGIES FOR IT CYBERSECURITY	3.0
CIMN 140 *	FUNDAMENTAL UNIX/LINUX SYSTEM ADMINISTRATION	3.0
CIMN 220A	MCSE CERTIFICATION EXAM PREP I	3.0
CIMN 220B *	MCSE CERTIFICATION EXAM PREP II	3.0
CIMN 220C *	MCSE CERTIFICATION EXAM PREP III	3.0
CIMP 5	BUSINESS PROGRAMMING I - VISUAL BASIC	3.5
CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
CIMP 115	BUSINESS PROGRAMMING--C#	3.5
CIMS 130	INTRO TO INFORMATION SYSTEMS SECURITY: COMPTIA SECURITY+	3.0
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMW 140	CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)	3.0
CIMW 145	WEB DEVELOPMENT - PHP, CMS AND WORDPRESS AND E-COMMERCE	3.0
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0
CIMW 250	MICROSOFT ASP.NET--BEGINNING	3.5

### Associate of Science Degree

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

### General Education Requirements for Associate Degrees

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

**Total units does not include all units required for the degree.**

**Total: 21.0-22.0**

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

‡ Final course to be taken.

## WEBMASTER - Certificate of Achievement

## Summary

The Webmaster program prepares the student to build websites and maintain a web server. The certificate covers server-level aspects of web construction so one can efficiently run a business, government, or individual website. Topics include networking, operating system, web development, and database. The flexible restricted electives allow a student to further specialize in either operating system administration, web design, programming, or networking/security. With this Saddleback certificate, students can achieve two or more industry-coveted CompTIA certificates.

### Learning Outcome(s):

- Demonstrate key skills for employment in the area of webmaster.
- Demonstrate comprehensive, broad range computer competencies targeting a diverse and multicultural workforce.
- Demonstrate knowledge of the web, networking, database, and operating system terminology.

## Requirements

### Required Core:

**Units: 12.0**

<i>Select one</i>		3.0
CIMN 100	COMPUTER OPERATING SYSTEMS- WINDOWS	3.0
OR		
CIMN 130	COMPUTER OPERATING SYSTEMS - UNIX AND LINUX	3.0
CIMN 120	INTRODUCTION TO NETWORKING:COMPTIA NETWORK+	3.0
CIMW 100A	WEB SITE DEVELOPMENT - HTML-BEGINNING	1.5
CIMW 105	WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL	3.0
CIMW 280 ‡	WEB DESIGN - CAPSTONE PORTFOLIO PROJECT	1.5

### Restricted Electives:

**Units: 9.0-10.0**

CIMN 110	NETWORKING ESSENTIALS AND TECHNOLOGIES FOR IT CYBERSECURITY	3.0
CIMN 140 *	FUNDAMENTAL UNIX/LINUX SYSTEM ADMINISTRATION	3.0
CIMN 220A	MCSE CERTIFICATION EXAM PREP I	3.0
CIMN 220B *	MCSE CERTIFICATION EXAM PREP II	3.0
CIMN 220C *	MCSE CERTIFICATION EXAM PREP III	3.0
CIMP 5	BUSINESS PROGRAMMING I - VISUAL BASIC	3.5
CIMP 7A	BUSINESS PROGRAMMING - JAVA--BEGINNING	3.0
CIMP 7B *	BUSINESS PROGRAMMING - JAVA--ADVANCED	3.0
CIMP 8A	PROGRAMMING WITH PYTHON	3.0
CIMP 115	BUSINESS PROGRAMMING--C#	3.5
CIMS 130	INTRO TO INFORMATION SYSTEMS SECURITY: COMPTIA SECURITY+	3.0
CIMW 140	CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)	3.0
CIMW 145	WEB DEVELOPMENT - PHP, CMS AND WORDPRESS AND E-COMMERCE	3.0
CIMW 160	WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX	3.0
CIMW 250	MICROSOFT ASP.NET--BEGINNING	3.5

**Total: 21.0-22.0**

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

‡ Final course to be taken.

## WELLNESS GARDENING - Certificate of Achievement

### Summary



Sustainability is a key component of our Wellness Gardening Certificate of Achievement program, which is based on horticultural science and technology. It prepares students for careers such as directors of wellness gardens, sustainable horticulture consultants, garden designers, and herbs, fruit, nut, vegetable, and ornamental plant propagation and maintenance commonly used in wellness gardens. Research supports the implementation of wellness gardens as a strategy to improve and promote human well-being for persons of all ages.

Opportunities to connect with nature in a thriving wellness garden benefit the mental and physical health of the people, the ecology, and the communities surrounding them.

Through our program students will be able to achieve occupational competencies such as strong leadership, communication skills, planning and managerial expertise, and knowledge-based consultation.

### Learning Outcome(s):

- Provide consultation on the health benefits of wellness gardens.
- Design aesthetic landscape places that contribute to sound body, mind, and spirit of its human participants.
- Demonstrate an ability to craft policies promoting healthy garden and landscapes that are integral to an entities wellness program.

## Requirements

### Required Core:

**Units: 13.0**

HORT 138	THE SUSTAINABLE LANDSCAPE	3.0
HORT 139	CONTEMPORARY LANDSCAPE DESIGN TRENDS	3.0
HORT 145C	LANDSCAPE DESIGN-WELLNESS GARDEN	2.0
HORT 238	INTRODUCTION TO WELLNESS GARDENING	3.0
HORT 239	FENG SHUI AND WELL BEING	2.0

**Total: 13.0**

## WORKPLACE READINESS - Certificate of Achievement

### Summary

The Workplace Readiness Certificate of Achievement teaches students to use professional behavior in the workplace with an emphasis on soft skills. Students learn to use appropriate oral communications, including tone, body language, attitude, interpersonal communications, teamwork, and other factors. Students learn how to build positive, appropriate relations with superiors, colleagues/co-workers, customers, clients, and other stakeholders. Students will develop emotional intelligence, personal responsibility, time management skills, a sense of self-worth, and an appreciation of the importance of human behavior at work. JOBS: This certificate is related to and appropriate for jobs across industries and skill and experience levels. The knowledge, skills, and behaviors are especially needed for serviceoriented occupations, such as customer service, health workers, or selling.

### Learning Outcome(s):

- Use appropriate oral communications, including tone, body language, attitude, interpersonal communications, teamwork, and other factors.
- Build positive, appropriate relations with superiors, colleagues/co-workers, customers, clients, and other stakeholders.
- Apply emotional intelligence, personal responsibility, time management skills, a sense of selfworth, and an appreciation of the importance of human behavior at work

## Requirements

### Required Core:

**Units: 9.0-10.0**

BUS 102	ORAL BUSINESS COMMUNICATIONS	3.0
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BUS 125	HUMAN RELATIONS IN BUSINESS	3.0
BUS 196	WORKPLACE SUCCESS SKILLS	1.0
<i>Select one</i>		2.0-3.0
CWE 180	CO-OP-ED BUSINESS	2.0
OR		
COMM 20	INTERCULTURAL COMMUNICATION	3.0

**Total: 9.0-10.0**

## YOGA INSTRUCTOR - Certificate of Achievement

### Summary

The Yoga Instructor Certificate of Achievement is designed to deepen students' understanding of yoga by investigating the biomechanics of yoga postures, learning to use anatomical cueing for proper alignment in poses, examining effective teaching techniques for a variety of settings, and exploring the history and philosophy of yoga. Upon successful completion of the Yoga Instructor Certificate, students will be eligible to apply for their Yoga Alliance 200-hour instructor certification and will be prepared for employment as a trained yoga teacher in public and private settings. Yoga Alliance is the largest and most influential governing body in the yoga field, thus providing our Yoga Instructor students with a prestigious certification. A minimum grade of "C" in all courses is required to receive this award, and 10 additional hours of practice teaching hours and feedback forms are mandated for those students applying for the Yoga Alliance credential.

### Learning Outcome(s):

- Explain and demonstrate basic skills of practicing Hatha yoga.
- Identify anatomical structures and explain the biomechanics of asanas.
- Demonstrate skills for instructing yoga, including developing sequences, verbal cueing, providing variations, modifications, and adjustments.
- Illustrate stress management techniques through use of pranayama and asanas.
- Describe the philosophy of yoga through history, the development of the asanas and major lineages of yoga.

### Requirements

<b>Required Core:</b>		<b>Units: 9.0</b>
KNES 60 *	ANATOMY AND FUNDAMENTALS OF YOGA	3.0
KNES 61 *	TEACHING OF YOGA	3.0
KNES 62	PHILOSOPHY OF YOGA	3.0

<b>Restricted Electives: Select two courses</b>		<b>Units: 2.0-3.0</b>
KNES 28	BEGINNING YOGA	1.0
KNES 28	BEGINNING YOGA	1.5
KNES 39 *	INTERMEDIATE YOGA	1.0
KNES 39 *	INTERMEDIATE YOGA	1.5
KNES 40 *	ADVANCED YOGA	1.0
KNES 40 *	ADVANCED YOGA	1.5
DANC 28	YOGA FOR DANCERS	1.5

**Total: 11.0-12.0**

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

# Noncredit Program Index

Click on the award to navigate to the program information.

Non-Credit certificate offerings

- Certificate of Competency - Non-Credit ESL and Adult Education
- Certificate of Completion - Non-Credit Certificate

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## Adult Education Basic Technology Skills

[ADULT EDUCATION BASIC TECHNOLOGY SKILLS - Certificate of Competency](#)

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## Adult Education English as a Second Language

[ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE \(AESL\) for the Workplace - Certificate of Competency](#)

[ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE - ADVANCED LEVEL - Certificate of Competency](#)

[ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE - BEGINNING LEVEL - Certificate of Competency](#)

[ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE - INTERMEDIATE LEVEL - Certificate of Competency](#)

[ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE VOCABULARY DEVELOPMENT - Certificate of Competency](#)

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## Adult Education Food and Nutrition

[BASIC CULINARY SKILLS - Certificate of Completion](#)

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## Adult Education High School Equivalency

[HIGH SCHOOL EQUIVALENCY FOR LANGUAGE ARTS SUCCESS - Certificate of Competency](#)

[HIGH SCHOOL EQUIVALENCY FOR MATHEMATICS SUCCESS - Certificate of Competency](#)

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## Business

[FINANCIAL LITERACY - Certificate of Completion](#)

[NONPROFIT BUSINESS ADMINISTRATION - Certificate of Completion](#)

[WORKPLACE READINESS - Certificate of Completion](#)

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## Child Development and Education

[FAMILY CHILDCARE - Certificate of Completion](#)

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## Computer and Information Management

[CISCO NETWORK SPECIALIST - Certificate of Completion](#)

[IT HELP DESK SPECIALIST - Certificate of Completion](#)

[MICROSOFT SOLUTIONS EXPERT - Certificate of Completion](#)

[WEB AND MOBILE DEVELOPER BOOTCAMP - Certificate of Completion](#)

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## Cosmetology

[BARBERING - Certificate of Completion](#)

[COSMETOLOGY - Certificate of Completion](#)

[ESTHETICIAN - Certificate of Completion](#)

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HAIRSTYLING - Certificate of Completion

MANICURING - Certificate of Completion

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### **English as a Second Language**

ENGLISH AS A SECOND LANGUAGE - ADVANCED LEVEL - Certificate of Competency

ENGLISH AS A SECOND LANGUAGE - BEGINNING LEVEL - Certificate of Competency

ENGLISH AS A SECOND LANGUAGE- INTERMEDIATE LEVEL - Certificate of Competency

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### **Health Science**

CERTIFIED NURSE ASSISTANT - Certificate of Completion

COMMUNICATION SKILLS FOR NURSING STUDENTS - Certificate of Completion

EMERGENCY NURSE TRAINING PROGRAM - Certificate of Completion

HOME HEALTH AIDE - Certificate of Completion

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### **Medical Lab Technology**

CLINICAL LAB ASSISTANT AND PHLEBOTOMY PROGRAM - Certificate of Completion

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## Programs Noncredit

### Adult Education Basic Technology Skills

#### ADULT EDUCATION BASIC TECHNOLOGY SKILLS - Certificate of Competency Noncredit

##### Summary

The Adult Education Basic Technology Skills Certificate of Competency program teaches basic computer and technology skills, office productivity software, and Internet use to adult learners using lecture and lab with practical application appropriate for ESL learners as well as native English speakers. The program is designed for students with limited computer knowledge required for work, school and everyday tasks. Students learn basic parts of the computer, keyboard and mouse operation, a brief introduction to office productivity software (word processing, spreadsheet, presentation and communications software for entry level employment), and the basics of working with the Internet, email and mobile devices for personal, business, and academic purposes.

##### Learning Outcome(s):

- Explain essential elements of a computer and the different types of software.
- Define computer terminology.
- Demonstrate proficiency at an introductory level the use of the Internet and office productivity software (word processing, spreadsheet, and presentation applications.)
- Demonstrate knowledge of office productivity software terminology.
- Create, edit, and format text documents, spreadsheets, and presentations.
- Apply office productivity software to complete tasks for work and school.

##### Requirements

<b>Required Core:</b>		<b>Hours</b> 99.60
AEBT 701NC	ADULT EDUCATION BASIC TECHNOLOGY SKILLS I	49.80
AEBT 702NC *	ADULT EDUCATION BASIC TECHNOLOGY SKILLS II	49.80
		<b>Total: 99.60</b>

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

### Adult Education English as a Second Language

#### ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE (AESL) for the Workplace - Certificate of Competency Noncredit

##### Summary

The Adult Education English as a Second Language (AESL) for the Workplace Certificate of Competency is a sequence of two courses offered as a resource for students to improve their language skills before entering a CTE program or the workforce. The noncredit courses are designed for non-native English speakers to develop listening, speaking, reading and writing skills to communicate effectively in a vocational/job-related context. Focus will be on job-specific terminology, field-related reading, practical writing tasks and oral communication strategies to clearly enunciate target vocabulary and sustain intelligible conversations with co-workers, supervisors, patients, students, clients, and peers.

##### Learning Outcome(s):

- Acquire and pronounce new vocation-related vocabulary, phrases, and idioms intelligibly using acceptable stress and intonation patterns.

- Present work-related summaries based on reading or listening material.
- Participate in face-to-face conversations in vocational contexts.
- Utilize clarification strategies in order to promote better understanding and accuracy on the job.
- Understand and interpret authentic and academic work-related reading material.
- Demonstrate proficiency in performing written and spoken communicative tasks.
- Demonstrate positive work habits and culturally acceptable behaviors that lead to success on the job.
- Demonstrate efficiency in using common computer software applications.
- Use critical thinking to interpret Internet resources pertaining to job search, job training and workers' rights.

## Requirements

<b>Required Core:</b>		<b>Hours</b> 199.20
AESL 710NC	ADULT EDUCATION ESL FOR THE WORKPLACE I	99.60
AESL 720NC *	ADULT EDUCATION ESL FOR THE WORKPLACE II	99.60

**Total: 199.20**

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

## ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE - ADVANCED LEVEL - Certificate of Competency Noncredit

### Summary

The Adult Education English as a Second Language (AESL) Certificate of Competency -Advanced Level is designed for students to demonstrate low-advanced English skills. The goal of this level is to build reading, writing, listening, speaking, grammar, vocabulary and study skills, so that students can continue to communicate effectively in everyday situations and develop the language necessary to work toward career, personal and education goals (including preparation for credit courses). Students who complete AESL705 Intermediate High and AESL 706 Advanced Low with a passing noncredit grade of P in each course are eligible for the AESL Certificate of Competency- Advanced Level. There are no enrollment limitations or prerequisites for these courses. Students who earn the AESL Certificate of Competency - Advanced are eligible to take AESL Citizenship (708), and may be prepared to enter the Saddleback College ESL Program or CTE jobpreparation program.

### Learning Outcome(s):

- Understand face-to-face and telephone conversations in familiar and unfamiliar contexts.
- Engage in social and interpersonal relations: approve or disapprove, express indifference and intentions, persuade, predict consequences.
- Summarize and discuss multi-paragraph reading passages or audio-visual materials.
- Write a short biography, personal letters, business letters and letters of complaint.
- Interpret and critically assess information from online sources
- Interpret wages, wage deductions, benefits and timekeeping forms
- Identify factors that influence job retention and advancement
- Demonstrate an organized approach to achieving goals, including identifying and prioritizing tasks and setting and following an effective schedule
- Interpret information about educational support services, such as counseling, accommodations, and financial aid, and identify ways to access them
- Recognize acceptable cultural norms in the United States and compare those of a different country

## Requirements

<b>Required Core:</b>		<b>Hours</b> 298.80
AESL 705NC	INTERMED. HIGH-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE	149.40
AESL 706NC	ADVANCED LOW-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE	149.40

**Total: 298.80**

## ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE - BEGINNING LEVEL - Certificate of Competency Noncredit

### Summary

The Adult Education English as a Second Language (AESL) Certificate of Competency -Beginning Level is designed for students to demonstrate emerging literacy skills in English. The goal of this level is to build reading, writing, listening, speaking, grammar, and vocabulary skills so that students can communicate in everyday situations. Emphasis will focus on comprehending simple conversation, communicating survival needs, reading phrases and simple sentences, and performing communicative written tasks. Students who complete AESL 701 Basic Literacy and AESL 702 Beginning Low with a passing noncredit grade of P in each course are eligible for the 2 AESL Certificate of Competency- Beginning Level. There are no enrollment limitations or prerequisites for these courses. Students who earn the AESL Certificate of Competency - Beginning are eligible to take AESL Citizenship (AESL 708), and may be prepared to enter the workplace.

### Learning Outcome(s):

- Identify and use appropriate language to get information or solve a problem
- Follow procedures for applying for a job, including interpreting and completing job applications
- Perform guided communication tasks and guided practical activities (write commands, write directions, write brief passages, etc.)
- Use factual information: ask for information, describe, express necessity, ask permission, agree, and disagree
- Use standard measurement for length, width, perimeter, area, volume, height or weight
- Interpret diagrams, illustrations and scale drawings
- Interpret medications, including prescriptions, over-the-counter and generic medications
- Interpret information about Orange County, such as cities, geographical features and points of interest in community
- Identify the U.S. flag, other national symbols and principle monuments
- Recognize acceptable cultural norms in the United States and compare those of a different country

### Requirements

Required Core:		Hours 298.80
AESL 701NC	BASIC LITERACY-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE	149.40
AESL 702NC	BEGINNING LOW-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE	149.40
		<b>Total: 298.80</b>

## ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE - INTERMEDIATE LEVEL - Certificate of Competency Noncredit

### Summary

The Adult Education English as a Second Language (AESL) Certificate of Competency - Intermediate Level is designed for students to demonstrate intermediate English skills. The goal of this level is to build reading, writing, listening, speaking, grammar, and vocabulary skills so that students can communicate in everyday situations. Emphasis will be on creative oral language, initial critical thinking skills in reading comprehension 2 and performing communicative written tasks as well as beginning academic writing. To enroll in these courses, students demonstrate the competencies from the AESL- Beginning certificate, or have taken beginning-level courses; however, there are no enrollment limitations or prerequisites for these courses. Students who complete AESL 703 Beginning High and AESL 704 Intermediate Low with a passing noncredit grade of P in each course are eligible for the AESL Certificate of Competency- Intermediate. Students who earn the AESL Certificate of Competency - Intermediate are eligible to take AESL Citizenship (AESL 708), and may be prepared to enter the Saddleback College ESL Program or CTE job-preparation program.

### Learning Outcome(s):



- Write related sentences to form a simple paragraph on a personal topic.
- Complete forms: job application, medical history form, registration form for higher educational facility.
- Begin using critical thinking skills in reading comprehension activities.
- Skim for general meaning and scan for specific information in simple life skill materials related to immediate needs.
- Identify or make inferences through inductive and deductive reasoning to hypothesize, predict, conclude, and synthesize (after listening to a portion of a reading passage, student will make predictions on conclusion of passage).
- Participate in simple face-to-face conversations about survival needs, daily and leisure activities, and personal interests; articulate words and sentences so that native English speakers can understand.
- Engage courteously in social and interpersonal relations: apologize, make excuses, express worry and disappointment, give and get permission, make offers and suggestions, give advice.
- Ask and answer questions in simple present, past, and future tenses on familiar topics
- Communicate with a doctor or other medical staff regarding condition, diagnosis, treatment, concerns, etc.
- Identify procedures involved in interviewing for a job, such as arranging for an interview, acting and dressing appropriately, and selecting appropriate questions and response.
- Recognize acceptable cultural norms in the United States and compare those of a different country.

## Requirements

Required Core:		Hours 298.80
AESL 703NC	BEGINNING HIGH-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE	149.40
AESL 704NC	INTERMED. LOW-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE	149.40
		<b>Total: 298.80</b>

## ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE VOCABULARY DEVELOPMENT - Certificate of Competency Noncredit

### Summary

The AESL Vocabulary Development sequence of courses will constitute a Career Development and College Preparation Noncredit certificate program. This program is designed for high beginning, intermediate and advanced ESL learners. Students will review and use vocabulary words, common idioms and phrases related to life skills, vocational and academic topics. Students will work on mastering 350-450 new vocabulary items through a variety of listening, speaking, reading and writing activities. Additionally, students will acquire learning strategies and technology skills to support lifelong English development. AESL 730 is a recommended prep for AESL 740.

### Learning Outcome(s):

- Students will fill in correct vocabulary items in a cloze test with 75% accuracy.
- Spell target vocabulary words with 75% accuracy during dictation exercise.
- Match target vocabulary words with meanings with at least 75% accuracy.
- Students will compose a written passage using 10 new vocabulary items.
- Students will decipher the meaning of unknown words using one or more learning strategies.

## Requirements

Required Core:		Hours 99.60
AESL 730NC	ADULT EDUCATION ESL VOCABULARY DEVELOPMENT I	49.80
AESL 740NC *	ADULT EDUCATION ESL VOCABULARY DEVELOPMENT II	49.80
		<b>Total: 99.60</b>

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

## Adult Education Food and Nutrition

### BASIC CULINARY SKILLS - Certificate of Completion Noncredit

#### Summary

The Basic Culinary Skills Certificate of Completion program prepares students for many entry level culinary employment opportunities. These include positions as institution and cafeteria cooks, restaurant cooks, and food preparation workers. Students will be provided with the essential skills of sanitation as well as foundational cooking and baking, operations, and production in order to obtain entry level employment in the food service industry.

#### Learning Outcome(s):

- Demonstrate preparation for entry level employment in the food service industry.
- Demonstrate practical skills related to the food service.
- Demonstrate proficient safety and sanitation production practices as related to the food service industry.

#### Requirements

<b>Required Core:</b>	<b>Hours</b> 199.20-215.80
<i>Select one</i>	0.00-16.60
FN 210NC *      SERVSAFE IN FOOD PRODUCTION NC	16.60
OR	
Servsafe Certification	
AEFN 789NC *      BASIC FOOD PREPARATION	66.40
AEFN 790NC *      BAKING BASICS	66.40
AEFN 791NC *      HEALTHY COOKING	66.40

**Total: 199.20-215.80**

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

\* Students with valid California ServSafe Certification may have this core requirement waived.

## Adult Education High School Equivalency

### HIGH SCHOOL EQUIVALENCY FOR LANGUAGE ARTS SUCCESS - Certificate of Competency Noncredit

#### Summary

This is a non-credit, open enrollment Adult Basic Education Language Arts program within the Adult Education Department. Students will practice fundamentals in three major content areas: Reading, Language Arts and Writing. Students will achieve the ability to read closely, the ability to write clearly, and the ability to edit and understand the use of standard written English in context. Program is designed for students who eventually plan to pass one of the three high school equivalency (HSE) exams, follow a CTE pathway, or attend academic college courses. Basic test-taking computer skills for success on high school equivalency exam will be embedded into the course outline.

This program meets the needs of the 145,000 basic-skills deficient people in the South Orange County region. It is intended primarily for students who are preparing to take one of the three state approved high school equivalency exams. Completion of this program will prepare students to enter the workforce, a CTE program, or to transition into an academic post-secondary education.

#### Learning Outcome(s):

- Effectively read and report on fiction and nonfiction texts related to social studies, science and literature.
- Demonstrate in writing, ability to analyze two opposing reading passages to decide which argument has more convincing evidence and explain why the evidence supports your choice.
- Analyze the impact of specific word choices on meaning and tone and understand explicit details in text.
- Make and support inferences and draw conclusions or deduce meanings not explicitly present in text.
- Determine the main idea, topic, or theme of a text; summarize key details and ideas.
- Draw conclusions and make generalizations.
- Organize ideas by evaluating the relevance of content.
- Understand writing conventions such as correct forms of verbs, modifiers and pronouns and maintain grammatical agreement.
- Recognize correct capitalization and punctuation.

## Requirements

Required Core:	Hours	199.20
AEBE 704NC * ADULT EDUCATION BASIC EDUCATION MATH I	49.80	
AEBE 794NC * ADULT EDUCATION BASIC EDUCATION MATH LAB I	49.80	
AEBE 705NC * ADULT BASIC EDUCATION MATH II	49.80	
AEBE 795NC * ADULT EDUCATION BASIC EDUCATION MATH LAB II	49.80	

**Total: 199.20**

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

## HIGH SCHOOL EQUIVALENCY FOR MATHEMATICS SUCCESS - Certificate of Competency Noncredit

### Summary

This is a non-credit, open enrollment Adult Basic Education Mathematics program within the Adult Education Department. Program emphasizes development of strategies to effectively solve mathematical problems for students who eventually plan to pass one of the three high school equivalency (HSE) exams, follow a CTE pathway, or attend academic college courses. Students will practice quantitative problem solving and algebraic problem solving in order to achieve a deeper conceptual understanding, procedural skill and fluency, and the ability to apply these fundamentals in real work situations. Basic test-taking computer skills for success on high school equivalency exam will be embedded into the course outline.

This program meets the needs of the 145,000 basic-skills deficient people in the South Orange County region. It is intended primarily for students who are preparing to take one of the three state approved HSE math exams. Completion of this program will prepare students to enter the workforce, a CTE program, or to transition into an academic post-secondary education.

### Learning Outcome(s):

- Understand mathematical concepts and procedures.
- Analyze and Interpret Information.
- Synthesize data and solve problems.
- Demonstrate proficiency in numbers and operations on numbers.
- Demonstrate understanding of measurement and geometry.
- Analyze data and demonstrate proficiency in probability and statistics.
- Demonstrate understanding of algebraic concepts.

## Requirements

Required Core:	Hours	199.20
AEBE 704NC * ADULT EDUCATION BASIC EDUCATION MATH I	49.80	

AEBE 794NC *	ADULT EDUCATION BASIC EDUCATION MATH LAB I	49.80
AEBE 705NC *	ADULT BASIC EDUCATION MATH II	49.80
AEBE 795NC *	ADULT EDUCATION BASIC EDUCATION MATH LAB II	49.80

**Total: 199.20**

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

## Business

### FINANCIAL LITERACY - Certificate of Completion Noncredit

#### Summary

The Financial Literacy Certificate of Completion prepares students to begin college courses in finance as well as for jobs in banking and finance and other jobs that require knowledge of basic financial principles. Students learn financial literacy skills related to managing small business and personal finances, such as budgeting, tracking spending and investing, creating and achieving financial goals, insurance, credit, debt, compound interest, time value of money, tax planning, and investing in stocks, bonds, mutual funds, real estate, and other financial securities. Students learn to use mathematics to solve typical business problems including simple and compound interest, installment sales, trade and cash discounts, markup percent, pricing, discounting notes and drafts, depreciation, taxes, insurance, statistics, stocks and bonds, and distribution of ownership and profits. Students also learn to use technology including Quicken to track, organize, and manage finances.

#### Learning Outcome(s):

- Prepare a short and long-term financial plan to achieve financial goals based on an understanding of budgeting, insurance, credit, debt, compound interest, time value of money, tax planning, and investing.
- Analyze and solve business problems that require calculations related to simple and compound interest, installment sales, trade and cash discounts, markup percent, pricing, discounting notes and drafts, depreciation, taxes, insurance, statistics, stocks and bonds, and distribution of ownership and profits.
- Use Quicken to track, organize, and manage finances.

#### Requirements

<b>Required Core:</b>		<b>Hours</b> 141.10
BUS 405NC	BUSINESS MATH	49.80
BUS 472NC	FINANCIAL LITERACY	49.80
CIMA 406NC *	QUICKEN PERSONAL FINANCIAL LITERACY	41.50

**Total: 141.10**

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

### NONPROFIT BUSINESS ADMINISTRATION - Certificate of Completion Noncredit

#### Summary

The Certificate of Completion in Nonprofit Business Administration prepares individuals to work successfully in the various aspects of the Nonprofit business environment. Positions for which this program prepares students include management, finance, fundraising.

#### Learning Outcome(s):

- be able to identify and illustrate management best practices for leading a nonprofit organization including major areas of responsibility for nonprofit leaders, such as strategy, managing employees, fundraising, grant writing, board governance, and marketing and social media.
- be able to identify and explain the finance and development (fundraising) aspects of a nonprofit organization, including major areas of responsibility for nonprofit finance, such as financial statements, budgeting, resource allocation, and grant writing.
- be able to identify legal aspects of starting and operating a nonprofit organization, including legal structure, receiving and maintaining tax-exempt status, trustee and director liability, and Internet considerations.

## Requirements

<b>Required Core:</b>		<b>Hours 83.00</b>
BUS 421NC	NONPROFIT BUSINESS MANAGEMENT	33.20
BUS 422NC	NONPROFIT BUSINESS FINANCE	33.20
BUS 423NC *	LEGAL ASPECTS OF NONPROFIT ORGANIZATIONS	16.60
		<b>Total: 83.00</b>

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

## WORKPLACE READINESS - Certificate of Completion Noncredit

### Summary

The Workplace Readiness Certificate of Completion teaches students to use professional behavior in the workplace with emphases on soft skills, communication, and human relations. Students learn to use appropriate oral communications, including tone, body language, attitude, interpersonal communications, teamwork, and other factors. Students learn how to build positive, appropriate relations with superiors, colleagues/co-workers, customers, clients, and other stakeholders. Students will develop emotional intelligence, personal responsibility, time management skills, a sense of selfworth, and an appreciation of the importance of human behavior at work. This program also addresses ethics/social responsibility, information literacy, diversity and its benefits, creativity and innovation, leadership skills, and workplace roles.

### Learning Outcome(s):

- Use appropriate oral communications, including tone, body language, attitude, interpersonal communications, teamwork, and other factors.
- Build positive, appropriate relations with superiors, colleagues/co-workers, customers, clients, and other stakeholders.
- Apply emotional intelligence, personal responsibility, time management skills, a sense of selfworth, and an appreciation of the importance of human behavior at work.

## Requirements

<b>Required Core:</b>		<b>Hours 166.00</b>
BUS 402NC	ORAL BUSINESS COMMUNICATIONS	49.80
BUS 425NC	HUMAN RELATIONS	49.80
BUS 496NC	WORKPLACE SUCCESS SKILLS	16.60
BUS 430NC	INTERCULTURAL COMMUNICATIONS IN BUSINESS	49.80
		<b>Total: 166.00</b>

## Child Development and Education

## FAMILY CHILDCARE - Certificate of Completion Noncredit

## Summary

The Family Childcare Certificate of Completion program prepares students to open and operate a Family Childcare Home (FCCH). Students will explore regulations for licensing, fiscal management strategies, and administrative tools for operating a FCCH. Introductory developmental and learning theory as well as appropriate curriculum strategies for the care and education of young children will be studied and applied. It is designed for both (1) students who are currently working in the field and (2) students who have an interest in working in the field.

### Learning Outcome(s):

- Create a financial management plan to operate a FCCH.
- Create and use administrative tools to support opening and operating a FCCH.
- Develop business policies for opening and operating a FCCH.
- Identify age appropriate learning opportunities for children based on the CA Infant/Toddler and Preschool Learning Foundations and Frameworks.
- Describe how indoor and outdoor environments support learning.

## Requirements

<b>Required Core:</b>		<b>Hours 49.80</b>
CDE 401NC	FAMILY CHILDCARE BUSINESS PRACTICES	24.90
CDE 402NC	FAMILY CHILDCARE CURRICULUM AND ENVIRONMENT	24.90
		<b>Total: 49.80</b>

## Computer and Information Management

### CISCO NETWORK SPECIALIST - Certificate of Completion Noncredit

## Summary

Cisco is the worldwide leader in Information Technology (IT), networking, and cybersecurity solutions. Cisco controls 60% of the network routing computers; its nearest competitors have single-digit market penetration. This certificate comprises two tuition-free classes that prepare students for Cisco's first two Academy 7.0 industrial certificates. The first course prepares students for the Cisco Certified Network Associate 1 (CCNA 1) exam. The second course prepares students for the Cisco Certified Network Associate 2 (CCNA 2) exam, which is the following certificate on installing, configuring, operating, and troubleshooting small and medium-sized Cisco networks. Upon completing these courses and earning the Cisco certifications, students have many opportunities in high employment potential computer networking fields.

### Learning Outcome(s):

- Identify basic IT terminology.
- Describe and identify the basic components of a client-server network.
- Install and configure Cisco routers.

## Requirements

<b>Required Core:</b>		<b>Hours 166.00</b>
CIS 481NC	CCNA 1 CISCO CERTIFIED NETWORK ASSOCIATE	83.00
CIS 482NC *	CCNA 2 CISCO CERTIFIED NETWORK ASSOCIATE	83.00
		<b>Total: 166.00</b>

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

## IT HELP DESK SPECIALIST - Certificate of Completion Noncredit

### Summary

The IT Help Desk Specialist Certificate of Completion is a tuition-free noncredit certificate which allows individuals to begin training in the high employment potential field of Help Desk IT (Information Technology). This certificate is also of value to all 21st-century workers, especially individuals wishing to complement current skills with modern-day cloud and data visualization applications. The certificate includes required courses on developing keyboarding skills. The certificate includes options to take advanced courses like Microsoft Excel, Microsoft PowerBI (Business Intelligence/Data Analytics) and Data Visualization (Tableau). Furthermore, valuable cloud solutions such as Outlook, SharePoint and Teams also have course options. A cloud solution provides universal access to data anywhere, and applications that can act on data using any intelligent device, PC/Mac, tablet, or smartphone.

### Learning Outcome(s):

- Identify basic IT terminology.
- Describe and identify the basic components of a client-server network.
- Prepare business documents and create them at speeds of up to 30 words per minute.

### Requirements

Required Core:		Hours 282.20
CIMA 421NC	KEYBOARDING FOR COMPUTERS - BEGINNING	58.10
CIMA 422NC *	KEYBOARDING FOR COMPUTERS - INTERMEDIATE	58.10
CIMA 400NC	OFFICE SKILLS - OFFICE PROCEDURES	83.00
CIMA 401NC	OFFICE SKILLS - MICROSOFT WINDOWS	83.00
<b>Restrictive Electives: Select 2 courses</b>		<b>Hours 166.00</b>
CIMA 402NC *	WORD PROCESSING - MICROSOFT WORD	83.00
CIMA 403NC *	OFFICE SKILLS - OUTLOOK AND TEAMS	83.00
CIMA 404NC *	SPREADSHEETS – MICROSOFT EXCEL	83.00
CIMA 405NC *	MICROSOFT OFFICE 365 APPLICATIONS - ACCESS AND SHAREPOINT	83.00
CIMA 408NC *	BUSINESS PRESENTATIONS – MICROSOFT POWERPOINT	83.00
CIMA 415NC *	MICROSOFT EXCEL FOR DATA ANALYTICS	83.00
CIMA 488NC	INTRODUCTION TO DATA ANALYTICS - DATA REPORTING TABLEAU	83.00

**Total: 448.20**

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

## MICROSOFT SOLUTIONS EXPERT - Certificate of Completion Noncredit

### Summary

This tuition-free noncredit certificate is composed of three courses that prepare students for the first three levels of the MCSE (Microsoft Certified Solutions Expert) exams. Microsoft is the worldwide leader in the desktop PC marketplace. These three Microsoft certificates have high value in the IT support marketplace. Students need to complete two of the three MSCE courses to obtain the certificate. In general, this certificate caters to skills builders, recently out of work IT professionals, individuals unable to afford boot camp bills, or any student looking to enhance a college degree with important 21st-century skills.

### Learning Outcome(s):

- Identify basic operating system terminology.
- Describe and identify the basic components of an operating system.
- Configure a small Microsoft Windows network.



## Requirements

### Required Core:

**Hours** 166.00-249.00

Students need to complete two of the three MSCE courses to obtain the certificate.

CIS 471NC	MCSE CERTIFICATION EXAM PREP I	83.00
CIS 472NC *	MCSE CERTIFICATION EXAM PREP II	83.00
CIS 473NC	MCSE CERTIFICATION EXAM PREP III	83.00

**Total: 166.00-249.00**

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

## WEB AND MOBILE DEVELOPER BOOTCAMP - Certificate of Completion Noncredit

### Summary

The Web and Mobile Developer Bootcamp Certificate provides students with a tuition-free option to pursue an entry-level career in the very fast-growing web and mobile development area. The courses cover basic web development skills of database, SQL, JavaScript/jQuery, Adobe, web page IDEs, WordPress, HTML, Bootstrap, CSS, responsive design, and prepare individuals for entry-level IT positions. The Web and Mobile Developer Bootcamp Certificate serves as a direct gateway to multiple CIM web design, webmaster, and other IT related credit certificates. The certificate is geared to individuals looking to build skills, recently out of work IT professionals, individuals unable to afford boot camp bills, or students looking to enhance a college degree with important 21st-century skills. Students who complete this certificate are also well prepared to pursue IT, and Computer Science related majors.

### Learning Outcome(s):

- Implement basic database SQL language fundamentals consisting of single table queries, sorting and updating data.
- Analyze database indexes, triggers, and constraints. Construct a website using Adobe Dreamweaver that contains links, HTML tags, CSS code, JavaScript, video, sound, graphics, Microsoft Word integration, tables, forms, object tag, page layout, fonts, colors and frames. This website will have RWD design features thereby supporting both desktop computers and mobile devices.
- Compose basic web and mobile programs including data types, control structures, functions, operators and events.

## Requirements

### Required Core:

**Hours** 249.00

CIS 405NC	WORKFORCE PREPARATION DATABASE SQL	83.00
CIS 415NC	CREATING WEB PAGES USING ADOBE, HTML, CSS AND OTHER TOOLS	83.00
CIS 460NC	WORKFORCE PREP WEB DEVELOPMENT INTRODUCTION PROGRAMMING	83.00

**Total: 249.00**

## Cosmetology

## BARBERING - Certificate of Completion Noncredit

### Summary

The Barbering Certificate of Completion is a 1,000-hour program divided into four 250-hour courses designed to prepare the student for the California State Board Barber Examination for state licensure and success as a Barber.

Courses include both classroom instruction and laboratory practice. Upon successful completion of this program and passing of the California State Board Barbering Examination, graduates may be employed as Barbers, beard and facial hair groomers, hairdressers, hair coloring specialists, hair stylists, shaving specialists, receptionists, and cosmetic sellers and buyers. With continuing education and experience, licensed Barbers may find employment as salon managers or owners, manufacturers field representatives, demonstrators and lecturers, and laboratory technicians.

This program is offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week and a waiting list may be maintained for those students who desire to enroll. Students may attend on a part-time or full-time basis. Transfer students will be accepted on a space-available basis providing they have not previously achieved more than 500 certified hours of training.

Students must be a minimum of 16 years of age to enroll in the barbering coursework. In accordance with the California State Board of Barbering and Cosmetology Business and Professions Code, the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, and (b) has completed the 10th grade in the public schools of this state or its equivalent.

The program has a minimum requirement of 1,000 class/clock hours and a minimum number of theory and practical applications required by The California State Board of Barbering and Cosmetology.

### Learning Outcome(s):

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Deliver a worthy service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.
- Perform basic manipulation skills in the areas of barbering, facial/neck straight razor shaving, mustache/beard styling, hairstyling, hair shaping, hair coloring, texture services, skin care, scalp and hair conditioning, and manicures.
- Perform basic analytical skills to determine proper hairstyle, facial hair grooming, color application, skin care needs for the client's overall image.
- Apply learned theory, technical information, and related matter including infectious and noninfectious skin diseases and disorders, to assure sound judgment, decisions, and procedures in accordance with the California State Board of Barbering and Cosmetology Act and Regulations.

## Requirements

Required Core:	Hours	1000.00
COS 420NC *      BARBERING BEGINNER-LEVEL 1	250.00	
COS 421NC *      BARBERING INTERMEDIATE-LEVEL 2	250.00	
COS 422NC *      BARBERING ADVANCED-LEVEL 3	250.00	
COS 423NC *      BARBERING PROFICIENT-LEVEL 4	250.00	
<b>Total: 1000.00</b>		

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

## COSMETOLOGY - Certificate of Completion Noncredit

### Summary

The Cosmetology Certificate of Completion is a series of four 250-hour courses designed to prepare the student for the California State Board of Barbering and Cosmetology Licensing examination and a career in Cosmetology. At completion of 1,000 hours and passing the California State Board Examination, students will be prepared as an entry-level Cosmetologist performing haircutting, styling, coloring, permanent waving, manicuring, pedicuring, waxing and facials. Licensed graduates may be employed as hair stylists, hair waxing removal specialists, makeup artists, manicurists, skin therapists, and retail buyers or sellers. With continuing education and experience, licensed Cosmetologists may find employment as salon managers or owners, manufacturer field representatives, demonstrators and lecturers, instructors, and laboratory technicians.

This program is offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week and a waiting list may be maintained for those students who desire to enroll. Students may attend on

a part-time or full-time basis. Transfer students will be accepted on a space-available basis providing they have not previously achieved more than 500 certified hours of training.

Students must be a minimum of 16 years of age to enroll in the Cosmetology coursework, in accordance with The California State Board of Barbering and Cosmetology Business and Professions Code. The minimum qualifications of an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, and (b) has completed the 10th grade in the public schools of this state or its equivalent.

This program has a minimum requirement of 1,000 class/clock hours and a minimum number of theory and practical applications required by The California State Board of Barbering and Cosmetology.

### Learning Outcome(s):

- Project a positive attitude, a sense of personal integrity, and self-confidence.
- Deliver a worthy service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.
- Perform basic manipulation skills in the areas of cosmetology: facials, scalp treatments, hairstyling, cutting, coloring, permanent waving, and manicures and pedicures.
- Perform basic analytical skills to determine proper hair cutting, styling, coloring, permanent waving and straightening, facial hair grooming, skin care needs for a facial, and proper makeup application for the client's overall image.
- Apply learned theory, technical information, and related matter including infectious and noninfectious skin diseases and disorders, to assure sound judgment, decisions, and procedures in accordance with the California State Board of Barbering and Cosmetology Act and Regulations.

## Requirements

Required Core:		Hours
COS 415NC *	COSMETOLOGY BEGINNER-LEVEL 1	250.00
COS 416NC *	COSMETOLOGY INTERMEDIATE-LEVEL 2	250.00
COS 417NC *	COSMETOLOGY ADVANCED-LEVEL 3	250.00
COS 418NC *	COSMETOLOGY PROFICIENT-LEVEL 4	250.00

**Total: 1000.00**

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

## ESTHETICIAN - Certificate of Completion Noncredit

### Summary

The Esthetician Certificate of Completion is a 600-hour program divided into two 300-hour courses designed to prepare the student for the California State Board Esthetician Examination for state licensure and success as a cosmetician and/or esthetician. Courses include both classroom instruction and laboratory practice. Successful completion of this program and successful passing of the California State Board Esthetician Examination will allow the graduate Cosmetician/Esthetician to perform manual and electrical facials, microdermabrasion, eyebrow arching and hair removal (other than by electrolysis) on arms, face, and legs, or become a make-up artist or skin care representative.

This program is offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week and a waiting list may be maintained for those students who desire to enroll. Students may attend on a part-time or full-time basis. Transfer students will be accepted on a space-available basis providing they have not previously achieved more than 300 certified hours of training.

Students must be a minimum of 16 years of age to enroll in the Esthetician coursework. In accordance with the California State Board of Barbering and Cosmetology Business and Professions Code, the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, and (b) has completed the 10th grade in the public schools of this state or its equivalent.

This program has a minimum requirement of 600 class/clock hours and a minimum number of theory and practical applications required by The California State Board of Barbering and Cosmetology.

### Learning Outcome(s):

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Deliver a worthy service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.
- Perform basic manipulation skills in the areas of manual and electric facials, eyebrow shaping, lash and brow tinting and lash perming, skin treatments for normal, anti-aging and acne, and makeup for daily and formal events.
- Perform basic analytical skills to determine proper chemicals and modalities to be used to treat the skin, product knowledge to perform services on a diverse clientele, and understanding color, contouring, and camouflage in makeup application for the client's overall health and image.
- Apply learned theory, technical information, and related matter including infectious and non-infectious skin diseases and disorders, to assure sound judgment, decisions, and procedures in accordance with the California State Board of Barbering and Cosmetology Act and Regulations.

### Requirements

Required Core:		Hours
COS 401NC *	ESTHETICIAN BEGINNER-LEVEL 1	300.13
COS 402NC *	ESTHETICIAN ADVANCED-LEVEL 2	300.13
		<b>Total: 600.26</b>

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

## HAIRSTYLING - Certificate of Completion Noncredit

### Summary

The Hairstyling Certificate of Completion is a 600-hour program divided into two 300-hour courses designed to prepare the student for the California State Board Examination for state licensure and success as a Hairstylist. Courses include both classroom instruction and laboratory practice in Hairstyling (non-chemical). Successful completion of this program and passing of the California State Board Examination allow the Hairstylist to perform styling services, which includes arranging, blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving, and nonchemical straightening, and hair cutting including the use of shears, razors, electrical clippers and trimmer, and thinning shears, for wet and dry cutting.

With continuing education and experience, licensed Hairstylists may find employment as salon managers or owners, manufacturer field representatives, demonstrators and lecturers, instructors, and laboratory technicians.

This program is offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week and a waiting list may be maintained for those students who desire to enroll. Students may attend on a part-time or full-time basis. Transfer students will be accepted on a space-available basis providing they have not previously achieved more than 300 certified hours of training.

Students must be a minimum of 16 years of age to enroll in the Hairstyling coursework. In accordance with the California State Board of Barbering and Cosmetology Business and Professions Code, the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, and (b) has completed the 10th grade in the public schools of this state or its equivalent.

This program has a minimum requirement of 600 class/clock hours and a minimum number of theory and practical applications required by the California State Board of Barbering and Cosmetology.

### Learning Outcome(s):

- Project a positive attitude, a sense of personal integrity, and self-confidence.
- Deliver a worthy service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.

- Practice health and safety and sanitation and disinfection.
- Perform basic manipulation skills in the areas of hairstyling and hair cutting.
- Perform basic analytical skills to determine proper hair cutting, hairstyling or hairdressing for the client's overall image.
- Apply learned theory, technical information, and related matter including diseases of the scalp and hair, to assure sound judgment, decisions, and procedures in accordance with the California State Board of Barbering and Cosmetology Act and Regulations.

## Requirements

<b>Required Core:</b>		<b>Hours</b> 600.26
COS 408NC *	HAIRSTYLING BEGINNER-LEVEL 1	300.13
COS 409NC *	HAIRSTYLING ADVANCED-LEVEL 2	300.13

**Total: 600.26**

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

## MANICURING - Certificate of Completion Noncredit

### Summary

The Manicuring Certificate of Completion is a 400-hour program divided into two 200-hour courses designed to prepare the student for the California State Board Manicuring Examination for state licensure and success as a manicurist. Courses include proper use of instruments, equipment, personal hygiene, sanitation, common nail conditions, nail diseases, and the use of electrical tools. Principles of salesmanship and skills serving the public are emphasized. The California Board of Barbering and Cosmetology Act and Regulations are studied. At completion of 400 hours and passing the California State Board examination, students will be prepared as entry-level manicurists. With continuing education and experience, licensed Manicurists may find employment as salon managers or owners, manufacturer field representatives, demonstrators and lecturers, instructors, and laboratory technicians.

This program is offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week and a waiting list may be maintained for those students who desire to enroll. Students may attend on a part-time or full-time basis. Transfer students will be accepted on a space-available basis providing they have not previously achieved more than 200 certified hours of training.

Students must be a minimum of 16 years of age to enroll in the manicuring coursework. In accordance with the California State Board of Barbering and Cosmetology Business and Professions Code, the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, and (b) has completed the 10th grade in the public schools of this state or its equivalent.

This program has a minimum requirement of 400 class/clock hours and a minimum number of theory and practical applications required by The California State Board of Barbering and Cosmetology.

### Learning Outcome(s):

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Deliver a worthy service for value received in an employer-employee relationship.
- Practice effective communication skills, visual poise, and proper grooming.
- Perform basic manipulation skills in the areas of manicure and pedicure, nail tips and wraps, repairs, nail enhancements, gel nails cured and polish.
- Perform basic analytical skills to determine proper nail procedures, product knowledge to perform services on a diverse clientele, and implementation of sanitation and disinfection for the client's overall health and safety in accordance with the California State Board of Barbering and Cosmetology Act and Regulations.
- Apply learned theory, technical information, and related matter to assure sound judgment, decisions, and procedures.

## Requirements

<b>Required Core:</b>	<b>Hours</b> 400.06
COS 411NC *      MANICURING BEGINNER-LEVEL 1	200.03
COS 412NC *      MANICURING ADVANCED-LEVEL 2	200.03

**Total: 400.06**

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

## English as a Second Language

### ENGLISH AS A SECOND LANGUAGE- ADVANCED LEVEL - Certificate of Competency Noncredit

#### Summary

The Certificate of Competency for English as a Second Language – Advanced Level is designed for students to demonstrate advanced English language skills.

The required advanced-level courses leading to a certificate will prepare students for academic English language and mainstream academic or vocational courses. Courses for this certificate focus on all four primary language skills, including academic reading, composition writing, speaking, and listening. Students will expand communicative and academic vocabulary, conversational skills, composition, and comprehension. The completion of this certificate will prepare students for college-level certificates and degree-applicable coursework, greater civic involvement, and potential job advancement.

Advanced students are placed within the following sequence of foundation courses, according to their English abilities. Courses may be offered days, evenings, and weekends during fall, spring and summer. There is recommended preparation for advanced courses, and some courses have prerequisites and/or corequisites.

#### Learning Outcome(s):

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

#### Requirements

**Students will take a minimum of four courses; courses may be offered in fall, spring, and summer. Students must achieve a noncredit grading option of P (Pass) in each class in order to be eligible for the certificate.**

<b>Required Core:</b>	<b>Hours</b> 149.40-398.40
ESL 340NC *      ADVANCED MULTISKILLS	99.60
ESL 342NC *      ADVANCED CONVERSATION	49.80
ESL 343NC *      ADVANCED PRONUNCIATION	49.80
<i>Choose one Advanced Vocabulary Course from the following:</i>	49.80
ESL 344NC *      IDIOMS AND EXPRESSIONS IN AMERICAN ENGLISH	49.80
ESL 354NC *      VOCABULARY SKILLS FOR COLLEGE	49.80
<i>Take the following</i>	74.70-124.50
<i>Choose one or two Academic/Writing Course from the following:</i>	49.80-99.60
ESL 380NC      ADVANCED ACADEMIC WRITING I	99.60
OR	
ESL 346NC      ADVANCED WRITING FOR WORK	49.80

OR			
ESL 345NC	ADVANCED WRITING I		49.80
AND			
			24.90
ESL 802NC	ADVANCED WRITING I LAB		24.90

<i>Choose one Advanced Grammar Course from the following:</i>			49.80
ESL 347NC	ADVANCED GRAMMAR REVIEW		49.80
ESL 357NC	GRAMMAR REVIEW FOR COLLEGE		49.80

**Restricted Electives:** **Hours 99.60**

<i>Choose two (99.6 hours)</i>			99.60
ESL 355NC *	ESL READING FOR COLLEGE: AMERICAN LITERATURE		49.80
ESL 356NC *	ACADEMIC SUCCESS STRATEGIES FOR ESL STUDENTS		49.80
ESL 358NC *	LISTENING AND NOTE-TAKING SKILLS FOR COLLEGE		49.80
ESL 359NC *	AMERICAN LANGUAGE AND CULTURE THROUGH FILM		49.80

**Total: 249.00-498.00**

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

## ENGLISH AS A SECOND LANGUAGE-BEGINNING LEVEL - Certificate of Competency Noncredit

### Summary

The Certificate of Competency for English as a Second Language – Beginning Level is for students who can demonstrate basic English language skills such as participating in simple conversations, using every-day vocabulary, reading short articles, and writing grammatically correct sentences in short paragraphs.

The beginning-level courses for this certificate will prepare students for intermediate levels of English language. Completion of this certificate will allow students to be more involved in their communities and possibly advance in their jobs; however, completion of this certificate alone is insufficient preparation for college-level certificates and degree-applicable coursework.

Beginning students are placed into courses according to their English abilities and may test out of up to two courses. Courses may be offered days, evenings, and weekends during fall, spring and summer. There are no prerequisite skills or enrollment limitations although there is recommended preparation for some courses.

### Learning Outcome(s):

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

### Requirements

**Students must earn a grade of P (Pass) in the non-credit sections of these classes.**

<b>Required Core:</b>		<b>Hours</b>
		<b>Hours 99.60-249.00</b>
<i>Select one</i>		
ESL 320NC	BEGINNING MULTISKILLS I	99.60
		99.60



OR		
ESL 321NC *	BEGINNING MULTISKILLS II	99.60
ESL 322NC	BEGINNING CONVERSATION	49.80
ESL 323NC	BEGINNING PRONUNCIATION	49.80
ESL 325NC *	BEGINNING READING AND WRITING	49.80

**Total: 99.60-249.00**

\* Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.  
Recommended preparation for ESL 321 and ESL 325 is ESL 320.

## ENGLISH AS A SECOND LANGUAGE- INTERMEDIATE LEVEL - Certificate of Competency Noncredit

### Summary

The Certificate of Competency for English as a Second Language – Intermediate Level is designed for students to demonstrate intermediate English language skills. Emphasis is on participating in intermediate-level conversations, expanding vocabulary, reading authentic and simplified texts, and writing grammatically correct sentences within single and multi-paragraph compositions.

The intermediate level courses leading to a certificate will prepare students for advanced levels of English language study by working on all four primary language skills, including reading, writing, speaking, and listening. Students will expand communicative and academic vocabulary, conversational skills, composition, and comprehension. While completion of this certificate will allow for greater civic involvement and potential job advancement, completion of this certificate alone is insufficient preparation for college-level certificates and degree-applicable coursework.

Intermediate students are placed within the following sequence of foundation courses, according to their English abilities. Courses may be offered days, evenings, and weekends during fall, spring and summer. There is recommended preparation for intermediate courses.

### Learning Outcome(s):

- Demonstrate improvement in their grammar.
- Demonstrate improvement in their speaking and comprehension skills.
- Demonstrate improvement in their reading and vocabulary skills.
- Demonstrate improvement in their overall writing skills.

### Requirements

**Students must earn a grade of P (Pass) in the non-credit sections of the following courses.**

<b>Required Core:</b>		<b>Hours</b> 249.00
<i>Select one</i>		99.60
ESL 330NC *	INTERMEDIATE MULTISKILLS I	99.60
OR		
ESL 331NC *	INTERMEDIATE MULTISKILLS II	99.60
ESL 332NC *	INTERMEDIATE CONVERSATION	49.80
ESL 333NC *	INTERMEDIATE PRONUNCIATION	49.80
ESL 335NC *	INTERMEDIATE WRITING I	49.80

**Total: 249.00**

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

## Medical Lab Technology

### CLINICAL LAB ASSISTANT AND PHLEBOTOMY PROGRAM - Certificate of Completion Noncredit

#### Summary

The Clinical Laboratory Assistant/ Phlebotomy Program will introduce all concepts relevant to the pre-analytical and analytical (waived) laboratory testing phases, including phlebotomy. Emphasis will be placed upon biohazard handling safety, specimen collection (blood/ phlebotomy and non-blood specimens) and equipment, blood and non-blood specimen processing and evaluation for testing, diagnostic laboratory terminology, laboratory information systems, quality control and quality assurance for waived tests, specimen send/outs processing, and professionalism/ soft-skills for laboratory employees. Basic and advanced phlebotomy topics and phlebotomy clinical practicum will be introduced. Individuals who have earned a High School Diploma (must be 18 years or older) or a GED may apply to this program. Students enrolled in the MLT 413NC course are required to obtain the following clearances before participation in the program: health clearances (immunizations, drug screen, and TB testing), a background check. Students enrolled in MLS 413NC course are also required to obtain a non-expired BLS card and malpractice insurance. Students may be required to participate in an interview selection process at a maximum of 3 approved training sites for the MLT 413NC course. Program completers will be eligible to take the state certification exam approved by the California Department of Public Health/ Laboratory Field Services branch to obtain a Certified Phlebotomy Technician-1 license required for employment. Certification enables employment in various diagnostic laboratory settings in the hospital, the physician office, reference, forensic, and research institutions.

#### Learning Outcome(s):

- Perform blood specimen collection, transport, and processing as required for diagnostic testing.
- Practice established safety procedures and communicate effectively and professionally with patients, laboratory personnel, and other members of the health care team.
- Demonstrate preparation for applicable State of California approved Phlebotomy certification exam.

#### Requirements

Required Core:		Hours
MLT 410NC	INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION	16.60
MLT 411NC	BASIC LABORATORY PROCEDURES	16.60
MLT 412NC *	PHLEBOTOMY	66.40
MLT 413NC *	PHLEBOTOMY LABORATORY EXPERIENCE	58.10

**Total: 157.70**

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

## Health Science

### CERTIFIED NURSE ASSISTANT - Certificate of Completion Noncredit

#### Summary

The Certified Nurse Assistant (CNA) program provides students with the knowledge and the skills required to provide basic nursing care skills and learn effective communication for understanding psychosocial/cultural differences of patients. This program focuses on the role of the Certified Nurse Assistant including: safety precautions, emergency procedures, infection control and prevention, client rights to recognize and report abuse and neglect, activities of daily living, personal hygiene, nutrition, safe food handling, body mechanics, and transferring patients. This program also prepares students to take the examination for the Certified Nurse Assistant issued by the California State Department

of Health Services. Certification as a Nurse Assistant prepares students for employment in acute and long term and skilled health care facilities, residences, and medical offices. This program requires participants to obtain an American Heart Association Basic Life Support (AHA BLS) provider card, complete a criminal background check and fingerprinting.

### Learning Outcome(s):

- Demonstrate skills needed for certification as a nurse assistant.
- Demonstrate basic patient care skills needed for patients' activities of daily living, personal hygiene, nutrition, safe food handling, as well as understand body mechanics, and proper transferring of patients.
- Describe an understanding of the psychosocial/ cultural and communication skills needed with patients and healthcare providers to include safety precautions, emergency procedures, infection control and prevention, and clients' rights to recognize and report abuse and neglect.

To file a complaint about this program, contact: [California Department of Public Health](#)

## Requirements

Required Core:		Hours
N 422NC	CERTIFIED NURSE ASSISTANT THEORY	83.00
N 423NC *	CERTIFIED NURSE ASSISTANT PRACTICUM	99.60
		<b>Total: 182.60</b>

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

## COMMUNICATION SKILLS FOR NURSING STUDENTS - Certificate of Completion Noncredit

### Summary

The Communication Skills for Nursing Students Certificate of Completion serves to remediate nursing students who have been identified as needing to acquire and apply evidence-based communication techniques, either through self-referral or by a nursing instructor. Effective communication is essential in today's healthcare setting for promoting inter-professional collaboration, teamwork, patient-centered care, and ultimately, the improvement of patient outcomes. Students learn the value of positive, effective communication in the healthcare setting and in their own lives. This program is a two-course certification that includes communication in all forms: verbal and nonverbal, reading, writing and listening.

### Learning Outcome(s):

- Identify assertive, passive, passive-aggressive, and aggressive verbal and non-verbal communication styles.
- Apply assertive verbal and non-verbal communication techniques in their professional and personal lives.
- Demonstrate teamwork and collaboration skills using assertive communication techniques.
- Utilize assertive conflict resolution techniques.
- Communicate effectively with patients, families, and the inter-professional health care team to achieve quality patient care.

## Requirements

Required Core:		Hours
N 478NC *	NURSING COMMUNICATION SKILLS, PART I	5.98
N 479NC *	NURSING COMMUNICATION SKILLS, PART II	5.98
		<b>Total: 11.96</b>

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

## EMERGENCY NURSE TRAINING PROGRAM - Certificate of Completion Noncredit

### Summary

This program is an introduction for experienced and new graduate registered nurses to emergency nursing emphasizing the adaptive behaviors for critical thinking and skilled response to emergency department patient care. This program provides the theoretical foundation for emergency nurses to learn critical knowledge and skills to effectively communicate, prioritize, problem solve and implement decisive care successfully in the emergency care setting. The program is intended for new graduate RNs and RNs transferring from other areas of nursing to emergency care. The program uses the Emergency Nurses Association, Emergency Nursing Core Curriculum text book as a guide to focus on physical, psychosocial and clinical practice issues presented by patients in the emergency setting. At the completion of the program the participant will receive a certificate of completion to seek gainful employment in an emergency setting. Proof of a current California RN license, CPR card, TB test, insurance coverage and general computer experience is required.

### Learning Outcome(s):

- Perform a nursing assessment.
- Describe the management of an emergency patient.
- Identify the Emergency Care standards of practice as demonstrated by the Emergency Nurse's Association.

### Requirements

<b>Required Core:</b>		<b>Hours</b> 245.97
N 402NC	EMERGENCY NURSE TRAINING THEORY	30.00
N 403NC *	EMERGENCY NURSE TRAINING PRACTICUM	215.97

**Total: 245.97**

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

## HOME HEALTH AIDE - Certificate of Completion Noncredit

### Summary

The Home Health Aide Certificate of Completion program provides students with the knowledge and skills required of home health agencies to provide patient personal care skills, effective communication, home assistance, nutrition, meal preparation, housekeeping, environmental safety, and patient mobility. This program focuses on the role of the home health aide to prepare for a position as a home health aide working with elderly, convalescent, or disabled persons in their own home instead of a health care facility.

### Learning Outcome(s):

- Demonstrate knowledge and skills necessary for home care assistance.
- Demonstrate patient personal care skills needed for daily living, personal hygiene, and nutrition.
- Demonstrate the communication skills needed with patients and family members to include safety precautions, emergency procedures, and infection control.

### Requirements

<b>Required Core:</b>		<b>Hours</b> 16.00
N 400NC	HOME HEALTH AIDE	8.00
N 401NC *	HOME HEALTH AIDE PRACTICUM	8.00

**Total: 16.00**

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

# Information about Academic Courses

## Course Numbering System Defined

Unless exceptions are noted following the course description in the college catalog, the following numbering system governs the applicability of courses toward completion of programs.

Grade Point Averages (GPA) are computed on degree applicable courses numbered 1 through 299.

1-299	Courses intended for certificates, associate degrees, occupational skills awards and transfer purposes.
1-99	Courses which are parallel to baccalaureate-level courses that generally transfer to both CSU and UC. Exceptions to this rule are noted following the course description; in such cases, students should refer to the UC Course Agreement for details regarding credit limitations. UC transferable courses do not necessarily apply toward major credit. Students should consult a counselor and/or visit <a href="http://www.assist.org">www.assist.org</a> for information about course articulation for a particular major.
100-199	Courses which are parallel to baccalaureate-level courses that generally transfer to CSU but not to the UC.
200-299	Courses that are typically intended for certificate and associate degree programs or for skill development related to both basic skills and employment. Courses from several disciplines may be offered in this category of interest and provide value to all ages, but particularly to the mid-life and older-adult student. Course content is related to both skill development and acquisition of knowledge for second-career and personal development. These courses may occasionally carry transfer credit to four-year institutions, however, the receiving institution makes the determination whether to accept the course.
300-399	Basic skills courses. Courses in this range completed Fall 1988 and later are not applicable to associate degrees or certificates, nor do they carry transfer credit to four-year institutions. These courses do not count toward the 60-unit requirement for graduation and are not used in calculating students' grade point averages for associate degrees or certificates. A state-imposed restriction limits students to taking no more than 30 units of basic skills courses.
400-499	Courses which generally provide vocational training but are not degree applicable. Many of these courses are open-entry/open-exit and/or are scheduled for less than a full semester.
500-599	Courses that are typically designed for older adults. These courses do not apply toward degrees or certificates and do not carry transfer credit to four-year institutions.
700-799	Courses which generally provide Adult Education. These courses are noncredit and not degree applicable.
800-999	Courses which generally provide learning center hours that require concurrent enrollment in a designated course. These courses are traditionally offered in conjunction with English as a Second Language (ESL) courses to provide enhancement and practice skill in the associated course.

	Course ID	Course Title	Weekly class hours (lecture, laboratory, and/or learning center).
If no prerequisite is noted, none is required; and any student may enroll in the course.	<b>ENG 333A</b>	<b>READING SKILLS LABORATORY BASIC</b>	
Units of credit.	<i>0.5 Unit; 1.5 hours learning center</i>	A basic lab designed as a supplement to any college course requiring proficiency in reading inclusive of but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction and practical application in order to strengthen and reinforce student skills in one or more of the following areas: comprehension, vocabulary, spelling, and study skills. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis.	
The term "open-entry/open-exit" refers to courses in which students enroll at different times and complete at various times or at various paces within a semester.	<b>MUS 148</b>	<b>JAZZ ENSEMBLE</b>	
	<i>2 Units; 1 hour lecture; 3 hours lab</i>	<i>Transfers: CSU</i> Studies historically important and current large ensemble jazz music. Provides practical experience in organizing a variety of instrumental combinations. Practice in standard jazz ensemble phrasing and improvisation. The jazz ensemble will perform at different functions and may perform with nationally-known guest artists. Offered as open-entry/open-exit. Students are limited to a combined total of four enrollments in MUS 148, 241, and 242. <i>R-E-3</i>	Course may not be taken for a letter grade.
			Limitation on course repeatability and credit accumulation.
<b>Prerequisite:</b> mastery of subject at a certain level is necessary for success in this class.	<b>N 173</b>	<b>NURSING CARE OF CHILDREN AND FAMILIES LAB</b>	
<b>Corequisite:</b> concurrent (simultaneous) enrollment in or prior successful completion of a companion course and/or lab is required.	<i>2 Units; 6 hours lab</i>	<i>Transfers: CSU</i> <i>Prerequisite: N 161 and 172 with a grade of "C" or better</i> <i>Limitation: Official admission to the nursing program</i> <i>Corequisite: N 173 Lecture</i> <i>Recommended Preparation: HSC 228 and N 245</i>	Students may not exceed four enrollments in courses related in content and may be permitted fewer than four if each course results in a passing grade on the first attempt and the courses in a category are not repeatable.
<b>Recommended Preparation:</b> certain preparation is advised, although not required before students enter the course.		Focuses on the integration and application of the nursing process in providing nursing care for neonates, infants, children and adolescents and their families/significant others. Emphasis is on a family centered approach to nursing care, communication, health education, health promotion, illness prevention, and adaptation. Principles of nutrition, medication/fluid administration, physiology, growth and development, comforting/pain management, advocacy, and concepts of diversity/culturally competent care for US cultural and ethnic groups are integrated. <i>NR</i>	<b>Limitation on enrollment:</b> special conditions apply for entry into a course.  Course may not be repeated.

## Course Standards and Exceptions

In a lecture class, the preponderance of the student's work is done outside of class — e.g., reading, working on assignments, writing papers, preparing for class, and/or performing other required homework or coursework. A typical three-unit lecture class requires at least six additional hours of student work per week.

In a laboratory class, the majority of the student's work is done in class. A lab class may require additional hours of student work per week.

In a learning center, virtually all of the student's work may be done in class.

In all cases, students carrying a full-time class load of 15 units should expect average workloads of 45 hours per week, inclusive of time spent in class.

## Prerequisite, Corequisites, Limitations, and Recommended Preparations

(Title 5 §55000 Article 1)

**Prerequisites, Corequisites, and Limitations on Enrollment** are enforced as conditions of enrollment. Failure to comply with these stated requirements may result in a student being involuntarily dropped from a course in accordance with Title 5.

**Prerequisite** means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. In accordance with Title 5 prerequisite courses must be completed with a satisfactory grade (defined as A, B, C, P, or CR in section 55023) in order to enroll in the course requiring the prerequisite. State laws require the enforcement of prerequisites therefore a student will be blocked from enrolling or dropped from a course if the student has not met the stated prerequisite. As of Fall 1995, any student enrolling in a designated course with a prerequisite must show evidence of completion of the prerequisite course or the equivalent with a satisfactory grade or complete the appeals process. For further information, contact the Matriculation Office.

**Corequisite** means a condition of enrollment that requires a student to concurrently enroll in one course as a condition of enrollment in another course. Corequisites are enforced and a student will be blocked from enrolling in a course if they do not simultaneously enroll in its stated corequisite course.

**Limitation on Enrollment** means a condition of enrollment which limits how students qualify for a particular course or program. Limitations on enrollment include auditions, physical examination by a doctor, and/or admission to



particular program. Limitations on enrollment are enforced and a student will be blocked from enrolling if the stated limitation has not been met.

**Advisory or Recommended Preparation** means a condition of enrollment that a student is advised, but not required, to meet prior to or in conjunction with enrollment in a course or education program. Students who have had training or experience which they feel is equivalent to the recommended preparation may enroll in the course level appropriate with their experience. Concerns about enrolling in courses with recommended preparation should be discussed with the instructor, dean, or a counselor.

## Repeatable Course Models

(Also see Course Repeatability and Repetition in the Registration and Academic Regulations sections of this catalog)

State regulations (Title 5, sections 55040-55045) restrict the number of times a student may enroll in a course within a community college district. Most credit courses are designated as "non-repeatable" in accordance with Title 5 thereby limiting students to a single enrollment if the student receives a satisfactory grade (A, B, C, P, or CR) or an Incomplete; if a student received a substandard grade (D, F, or NP (NC)) in a non-repeatable course they may enroll in the course again to alleviate that substandard grade. Students are limited to a maximum of three enrollments in non-repeatable courses. Any enrollments beyond the student's initial enrollment are only permitted to alleviate a substandard grade; once a satisfactory grade has been earned the student will be ineligible to enroll in the course again. A student may request to have the substandard grade disregarded in the computation of their GPA by submitting a Request for Transcript Repeat Notation to the Office of Admissions and Records; see the Academic Regulations section of this catalog for more information.

For exceptions to these rules — including significant lapse of time, extenuating circumstances, legally mandated training, significant change in industry or licensure standards, and special classes for students with disabilities — see Repeatability and Repetition in the Academic Regulations section of this catalog.

Those courses that do allow for more than one enrollment are designated with an "R" code (R-A, R-E, R-I, or R-99) at the end of the course description as well as a number, which specifies the maximum number of times a student may enroll in a course. For example, "R-E-3" means that after the initial enrollment a student is permitted to enroll a maximum of three additional times. Students registering in a course not identified as repeatable or repeating a course more often than permissible will be withdrawn from the course.

Once a student has taken a more advanced course they cannot go back and repeat a lower-level course.

### Repeatable models are as follows:

**Model A (R-A):** These are separate and distinct courses in a skill-building sequence. Any combination of courses within the sequence (beginning, intermediate, advanced) may be taken a maximum of four times combined.

**Model E (R-E):** A course with this designation has one course number and title but has a different syllabus each time it is offered. The course may be taken a specified number of times (not to exceed four) to afford development through supervised practice or group assignments.

**Model I (R-I):** These courses often have a number of versions with varying unit values. A student may repeat the course up to the maximum number of units as specified in the course description in the catalog.

**R-99:** Non-credit courses; these primarily include continuing education courses for older adults (Emeritus Institute).

**NR:** The course may not be repeated.

## Enrollment Limitations for Active Participatory Courses That Are Related in Content

In accordance with Title 5 § 55040(c) students are limited to a maximum of four enrollments in a given group of active participatory courses, as defined in section 55000, in the areas of 1) physical education, 2) visual arts or 3) performing arts when such courses are determined to be related in content.

**All enrollments in courses identified as related in content in the tables below count toward the maximum limitation of four enrollments per category. The limitation of four enrollments in a category applies even if a student receives a substandard grade or "W" during one or more of the enrollments in a designated course or petitions for repetition due to extenuating circumstances as provided in Title 5 § 55045. The limitation applies even if one or all of the courses in a category is designated as repeatable. The limitation applies district-wide, so if a student takes a comparable course at Irvine Valley College it will count against his or her four**

**enrollments in a given category. Finally, the four enrollment limitation in a category is enforced across all previous enrollments.**

For example, the Ballet category in the Dance table is comprised of five courses related in content: Introduction to Ballet, Ballet Dancing Level I, Intermediate Ballet, Pointe Ballet, and Advanced Ballet. Under the current guidelines students are limited to four total aggregate enrollments in these five courses. Examples of ways a student might utilize these four total aggregate enrollments permissible in the Ballet category include: 1) a student may enroll in four courses out of the five courses in the Ballet category one time each; 2) the student could enroll in Intermediate Ballet once, Pointe Ballet once, and Advanced Ballet twice if they possess the necessary skill level to begin beyond the introductory stage; or 3) because Advanced Ballet is repeatable three times a student could potentially use all four enrollment allocations for just that course. Regardless of whether the student uses all four enrollments in one course, one enrollment in each of four courses, or four enrollments in some combination of courses, he or she may not exceed a maximum of four enrollments in courses within the Ballet category.

The organization of courses related in content into the categories identified in the tables below was approved by Saddleback College's Curriculum Committee following consultation with the respective department chairs.

### Active Participatory Courses

ART	
Category	Courses
Ceramics - Handbuilding	ART 10, ART 14 (formerly ART 114; formerly ART 216), ART 15 (formerly ART 115; formerly ART 217)
Ceramics - Wheel	ART 11, ART 12, ART 13
Drawing	ART 80, ART 81, ART 82
Drawing from the Live Model	ART 85, ART 86, ART 87
Life Sculpture	ART 78, ART 79
Metalsmithing and Jewelry	ART 171 (formerly ART 228), ART 172 (formerly ART 229), ART 173 (formerly ART 230), ART 174 (formerly ART 231)
Painting	ART 50, ART 51, ART 52, ART 250 (no longer offered effective Fall 2022)
Painting from the Live Model	ART 53, ART 54
Relief Printmaking	ART 60, ART 61, ART 62, ART 164
Watercolor	ART 57, ART 58, ART 59, ART 161 (formerly ART 261)

DANCE	
Category	Courses
Aerobics	KNES 1, KNES 3, KNES 7, KNES 50, DANC 77 (formerly DANC 177)
African Dance	DANC 82 (formerly DANC 182), DANC 83 (formerly DANC 183)

<b>DANCE</b>	
Category	Courses
Ballet	DANC 51, DANC 52, DANC 53, DANC 67, DANC 71 (formerly DANC 171)
Choreography	DANC 9, DANC 19
Dance Rehearsal & Performance	DANC 10, DANC 11, DANC 12 (formerly DANC 112), DANC 14 (formerly DANC 114)
Hip Hop	DANC 78 (formerly DANC 178), DANC 79, DANC 80, DANC 81
Jazz Dance	DANC 57, DANC 58, DANC 59, DANC 73 (formerly DANC 173)
Latin Dance	DANC 66, DANC 70 (formerly DANC 170)
Modern Dance	DANC 54, DANC 55, DANC 56, DANC 72 (formerly DANC 172)
Pilates/Conditioning	KNES 9, DANC 63, TA 63 (no longer offered effective Fall 2003), KNES 65/DANC 65 (DANC 65 no longer offered effective Fall 2021), KNES 38/DANC 38 (formerly KNES/DANC 138) (DANC 38 no longer offered effective Fall 2021)
Repertory	DANC 15 (formerly DANC 115), DANC 16 (formerly DANC 116), DANC 17 , DANC 18
Social Dance	DANC 68, DANC 69 (formerly DANC 169)
Tap	DANC 60, DANC 61, DANC 62, DANC 75 (formerly DANC 175)
Yoga	KNES 28, KNES 39 (formerly KNES 139), KNES 40, DANC 28 (formerly DANC 128)

<b>KINESIOLOGY</b>	
Category	Courses
Aerobics	KNES 1, KNES 3, KNES 7, KNES 50, DANC 77 (formerly DANC 177)
Athletic Training	KNES 56, KNES 59 (formerly KNES 159)
Baseball	KNES 79, KNES 82 (no longer available as of Fall 2020)
Basketball	KNES 70, KNES 71
Bowling	KNES 17, KNES 18
Cycling/Spinning	KNES 15 (formerly KNES 115), KNES 19
Fitness Training	KNES 2, KNES 10 (formerly KNES 110), KNES 31, KNES 66

<b>KINESIOLOGY</b>	
Category	Courses
Golf	KNES 20, KNES 21, KNES 22, KNES 23
Kickboxing	KNES 8, KNES 16 (formerly KNES 116)
Martial Arts	KNES 90, KNES 91 (formerly KNES 191), KNES 93, KNES 97 (formerly KNES 197), KNES 199
Pep Squad	KNES 57, KNES 58 (formerly KNES 158)
Pickleball	KNES 187, KNES 188, KNES 190
Pilates/Conditioning	KNES 9, DANC 63, TA 63 (no longer offered effective Fall 2003), KNES 65/DANC 65 (DANC 65 no longer offered effective Fall 2021), KNES 38/DANC 38 (formerly KNES/DANC 138) (DANC 38 no longer offered effective Fall 2021)
Rock Climbing	KNES 63, KNES 88 (formerly KNES 100), KNES 89 (formerly KNES 101)
Soccer	KNES 72, KNES 73, KNES 175
Surfing	KNES 33, KNES 34, KNES 35, KNES 36
Swimming	KNES 41, KNES 42, KNES 43, KNES 44, KNES 49
Tai Chi/Qigong	KNES 29, KNES 37 (formerly KNES 137), KNES 98 (formerly KNES 198)
Tennis	KNES 24, KNES 25, KNES 26, KNES 27
Volleyball	KNES 76, KNES 77, KNES 78, KNES 81, KNES 84 (formerly KNES 184), KNES 85 (formerly KNES 185)
Walking/Hiking	KNES 68, KNES 69, KNES 86 (formerly KNES 186)
Weight Lifting	KNES 4, KNES 5, KNES 6
Yoga	KNES 28, KNES 39 (formerly KNES 139), KNES 40, DANC 28 (formerly DANC 128)

<b>MUSIC</b>	
Category	Courses
Chamber Music	MUS 63, MUS 66 (no longer offered effective Fall 2019), MUS 166, MUS 167, MUS 168, MUS 169, MUS 266 (no longer offered effective Fall 2016)

MUSIC	
Category	Courses
Choral/Orchestral Ensembles	MUS 31 (no longer offered effective Fall 2017), MUS 32, MUS 33, MUS 134 (formerly MUS 234), MUS 232 (no longer offered effective Fall 2017), MUS 233 (no longer offered effective Fall 2017)
Commercial Music Ensembles	MUS 39 (formerly MUS 122), MUS 182, MUS 184, MUS 187
Functional Skills	MUS 150 (formerly MUS 202), MUS 151 (formerly MUS 203), MUS 176, MUS 177
Guitar	MUS 60, MUS 61, MUS 62, MUS 171 (formerly MUS 260), MUS 173
Harpsichord	MUS 86 (formerly MUS 106), MUS 87 (formerly MUS 107), MUS 88 (formerly MUS 108), MUS 89 (formerly MUS 109)
Jazz Big Band	MUS 47, MUS 146 (formerly MUS 246)
Jazz Combos	MUS 140 (formerly MUS 240), MUS 197 (formerly MUS 297)
Jazz Ensemble	MUS 147 (formerly MUS 242), MUS 148, MUS 149 (formerly MUS 241)
Jazz Improv	MUS 46, MUS 140 (formerly MUS 240), MUS 190
Jazz Piano	MUS 112A (formerly MUS 252; formerly MUS 252A), MUS 112B (formerly MUS 252B), MUS 112C (formerly MUS 252C)
Keyboard Literature	MUS 58, MUS 78 (formerly MUS 180), MUS 181, MUS 253 (no longer offered effective Fall 2018), MUS 255 (no longer offered effective Fall 2018), MUS 257 (no longer offered effective Fall 2018)
Music Production	MUS 118, CTVR 118 (formerly CA 118; no longer offered effective Fall 2014), MUS 130, MUS 131, MUS 132
Musicianship	MUS 92, MUS 93, MUS 94 (formerly MUS 194)
Organ	MUS 96 (formerly MUS 102), MUS 97 (formerly MUS 103), MUS 98 (formerly MUS 104), MUS 99 (formerly MUS 105)
Piano	MUS 54A (formerly MUS 54), MUS 54B, MUS 55A (formerly MUS 55), MUS 55B, MUS 56
Piano Ensemble	MUS 64, MUS 65
Piano Pedagogy	MUS 156 (formerly MUS 256), MUS 178, MUS 179
Professional Development for Musicians	MUS 152 (formerly MUS 206), MUS 153 (formerly MUS 207), MUS 154 (formerly MUS 208), MUS 155 (formerly MUS 209)

MUSIC	
Category	Courses
Vocal Ensemble	MUS 34, MUS 35
Voice	MUS 80, MUS 81, MUS 82

THEATRE ARTS	
Category	Courses
Acting and Scene Study	TA 1, TA 2, TA 3, TA 4, TA 5 (no longer offered effective Fall 2014)
Advanced Acting Techniques	TA 11, TA 14, TA 35, SP 35 (no longer offered effective Fall 2010), TA 136, TA 190 (formerly TA 7; formerly TA 290)
Audition and Interview Techniques	TA 108, TA 111 (formerly TA 211) no longer offered effective Fall 2021, TA 116 (formerly TA 214) no longer offered effective Fall 2020
Musical Theatre Study	TA 10, TA 107 (formerly TA 210), TA 212 (no longer offered effective Fall 2017)
Rehearsal and Performance	TA 15, TA 16, TA 17, TA 18 (no longer offered effective Fall 2017), TA 19, TA 113, TA 125 (no longer offered effective Fall 2021)
Summer Conservatory Performance	TA 150 (formerly TA 250), TA 152 (formerly TA 252; no longer offered effective Fall 2021), TA 153 (formerly TA 253; no longer offered effective Fall 2019), TA 154 (formerly TA 254), TA 155 (formerly TA 255)
Theatre Interpretation	COMM 30 (formerly SP 30), TA 30 (no longer offered effective Fall 2015), COMM 32 (formerly SP 32), TA 32 (no longer offered effective Fall 2015)

# Academic Courses

## ACCT-Accounting

### ACCT 1A FINANCIAL ACCOUNTING

**4.0 Units 4.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

The study of accounting as an information system, examining why it is important, and how it is used by investors and creditors to make decisions. Includes the accounting information system and the recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the classified financial statements, and statement analysis. Asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls and ethics are covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ACCT 110

### ACCT 1B MANAGERIAL ACCOUNTING

**4.0 Units 4.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

**Prerequisite:** ACCT 1A

The study of the use and reporting of accounting data for managerial planning, cost control, and decision making purposes. Includes broad coverage of concepts, classifications, and behaviors of costs. Topics include cost systems, the analysis and use of cost information, cost-volume-profit analysis, contribution margin, profit planning, standard costs, relevant costs and capital budgeting.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ACCT 120

### ACCT 120 INTRODUCTION TO FINANCIAL PLANNING

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Major topics include money and credit management, comprehensive insurance coverage, and analyzing and developing management tools and strategies for personal investing. Covers investing in common and preferred stock, government and corporate bonds, mutual funds, real estate, and other financial securities. Lifelong financial planning, pension, retirement, and estate planning issues are addressed. Covers the structure and operation of financial markets as well as financial and investment information gathering. The effects of achieving/not achieving financial security on psychological and physiological health are examined.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ACCT 202A INTERMEDIATE ACCOUNTING I

**3.0 Units 3.00 hours Lecture**

**Prerequisite:** ACCT 1A

**Recommended Preparation:** ACCT 1B

Review of fundamental accounting processes; in-depth studies of working capital involving cash and temporary investments, receivables, inventory evaluation procedures and current liabilities; stock investments. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ACCT 202B INTERMEDIATE ACCOUNTING II

**3.0 Units 3.00 hours Lecture**

**Prerequisite:** ACCT 1A

**Recommended Preparation:** ACCT 202A

Continued in-depth studies of noncurrent assets and liabilities including investments in bonds, bond redemption funds; plant and equipment acquisition; use and retirement problems; paid-in capital and retained earnings; analytical processes relating to statement analysis, comparative data, ratios, and measurements; funds-flow and cost-flow reporting.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ACCT 203 COST ACCOUNTING

**3.0 Units 3.00 hours Lecture**

**Prerequisite:** ACCT 1B

Survey of cost accounting; job-order, process, and standard cost concepts; emphasis on costing methods for materials, labor, and factory overhead; preparation and analysis of financial statements rendered from cost data.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ACCT 210 ACCOUNTING ETHICS

**4.0 Units 4.00 hours Lecture**

**Prerequisite:** ACCT 1B

**Recommended Preparation:** Acct 202A and Acct 275

Designed to expose students to a comprehensive coverage of ethical and professional issues encountered by accounting professionals. Prepares students to meet part of the Ethics requirement for becoming a Certified Public Accountant in the State of California. Primarily focuses on ethics pertaining to the Accounting profession. Study of the ethical framework includes the American Institute of Certified Public Accountants (AICPA) Code of Professional Ethics, Audit Responsibilities and Accounting Fraud, Legal and Regulatory Obligations, Earnings Quality, Corporate Governance, and International Financial Reporting. Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**ACCT 215 GENERAL ACCOUNTING****3.0 Units 3.00 hours Lecture**

Basic theory and principles of elementary accounting applicable to a single-proprietorship business. Practical application of accounting theory to the accounting cycles of service and merchandising business enterprises: bookkeeping practice; debit and credit practice; books of original entry; ledgers, working papers, adjusting and closing entries; income statement, balance sheet, and statement of owners equity, cash, payroll, special journals, merchandising firms. Recommended for students needing a bookkeeping foundation before enrolling in ACCT 1A, and for retailing, sales and merchandising, and office administration majors.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ACCT 216 INDIVIDUAL INCOME TAX****4.0 Units 4.00 hours Lecture**

**Recommended Preparation:** ACCT 1A

Federal income tax rules and regulations. Practical applications of the Internal Revenue Code and regulations pertaining to the taxation of individuals are presented.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ACCT 217 PARTNERSHIP AND CORPORATE TAXATION****3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ACCT 1A and 216  
Designed to provide an introduction to Federal and California state corporate and partnership income tax rules and regulations. Practical applications of the Internal Revenue Code and Franchise Tax Board rules and regulations pertaining to the taxation of partnerships and corporations are presented.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ACCT 221 ACCOUNTING INFORMATION SYSTEMS****3.0 Units 3.00 hours Lecture**

**Prerequisite:** ACCT 1B

Familiarization with accounting information systems development process including analysis, design, development, and implementation. Automation of accounting information systems studied through the use and application of computers.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ACCT 235 ENTREPRENEURIAL ACCOUNTING****3.0 Units 3.00 hours Lecture**

Basic accounting course for the entrepreneur that provides the participant with financial statement analysis, tax and implications of decision-making. Assist in determining financing needs and options to facilitate continued operations as well as future growth. Assist in determining the appropriate computer hardware and software system necessary for the accounting needs of the business. The student will learn the necessary skills to use accounting software to set up accounts and manage the financial aspect of the business.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ACCT 275 AUDITING****3.0 Units 3.00 hours Lecture**

**Prerequisite:** ACCT 1B

**Recommended Preparation:** ACCT 202A

Examines the use of financial statement audits and details the audit process. Topics include professional responsibilities of auditors, audit design, sampling approaches, substantive testing, and testing controls.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ACCT 276 ACCOUNTING FRAUD EXAMINATION****3.0 Units 3.00 hours Lecture**

**Prerequisite:** ACCT 202A

Subjects covered by this course include areas associated with modern forensic accounting and fraud examination. Topics include an examination of the various types of occupational fraud, as well as the techniques to prevent and detect fraud in organizations. Students will gain an understanding of the principals of fraud examination including the types of persons that commit fraud and the reasoning they may have to do so.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ANTH-Anthropology**

**ANTH 1 BIOLOGICAL ANTHROPOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to the study of human evolution and human variation. Topics include the scientific method, evolutionary theory, molecular and Mendelian genetics, population genetics and the forces of evolution, primate anatomy and behavior, the fossil and genetic evidence for human evolution, and modern human variation and biocultural adaptations. The supplemental laboratory class may be taken concurrently or within one year of completion of the lecture course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ANTH 110

**ANTH 1H HONORS BIOLOGICAL ANTHROPOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to the study of human evolution and human variation. Topics include the scientific method, evolutionary theory, molecular and Mendelian genetics, population genetics and the forces of evolution, primate anatomy and behavior, the fossil and genetic evidence for human evolution, and modern human variation and biocultural adaptations. This honors course is enriched by limited class size, seminar format, an extensive research project, and an academic poster presentation. Credit for either 1 or 1H, but not both. The supplemental laboratory class may be taken concurrently or within one year of completion of the lecture course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ANTH 110

**ANTH 1L BIOLOGICAL ANTHROPOLOGY LABORATORY****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC*

**Prerequisite:** Must be taken concurrently with ANTH 1/ ANTH 1H or within one year after completing ANTH 1/ ANTH 1H.

Supplemental lab to the biological anthropology lecture course. Laboratory exercises introduce students to the scientific method, molecular and Mendelian genetics, evolutionary theory, human and non-human primate anatomy and behavior, and the paleoanthropological fossil record. The primary focus is on human evolution and modern human variation.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ANTH 115L

**ANTH 2 CULTURAL ANTHROPOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to the comparative study of culture and society. Includes an examination of the similarities and differences in cultures around the world. Topics include anthropological theory and methodology, family and kinship, ritual and religion, economic organization, social inequalities, cultural change, and the impact of globalization.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ANTH 2H HONORS CULTURAL ANTHROPOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to the comparative study of culture and society. Includes an examination of the similarities and differences in cultures around the world. Topics include anthropological theory and methodology, family and kinship, ritual and religion, economic organization, social inequalities, cultural change, and the impact of globalization. This honors course will be enriched through limited class size, seminar format and an extensive research project, culminating in an academic poster presentation. Credit may be earned in either ANTH 2 or 2H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ANTH 3 CULTURE AND LANGUAGE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** ANTH 2

An examination of the complex relationship between culture and language. Topics include the structure of language, language acquisition, the origin of language, bilingualism, non-verbal communication, language change, and linguistic diversity.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ANTH 4 INTRODUCTION TO NATIVE AMERICAN STUDIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to the field of Native American Studies focusing on the histories, cultures, identities, and contemporary concerns of Indigenous peoples in North America, with a particular emphasis on the United States. Topics include colonialism, tribal sovereignty, historiography, popular representation, economic development, environmental justice, urbanization, ethnic identity, racialization, language, belief systems, and cultural diversity. Also listed as ES 4. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ANTH 5 ANTHROPOLOGY OF LATIN AMERICA - CULTURE, IDENTITY, AND POWER**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An overview of key issues in the anthropology of Latin America, with an emphasis on cultural practices, identity formation, and the exercise of power. Major themes include the intersection of race, class and gender; violence and terror; forms of transgression; and resistance and change.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ANTH 6 GLOBAL ISSUES IN ANTHROPOLOGICAL PERSPECTIVE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Explores anthropological perspectives on issues of importance in an increasingly global society. Topics include immigration and citizenship, identity, ethnic conflict, religious diversity, economic development, and globalization.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ANTH 8 WORLD PREHISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to the archaeology and prehistory of humankind from the earliest traces of hominin evolution to the emergence of state-level societies. Explores several key developments such as the domestication of plants and animals, the rise of social complexity, and the development of new technologies.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ANTH 9 INTRODUCTION TO ARCHAEOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to the concepts, theories, data, and models of anthropological archaeology that contribute to our knowledge of the human past. Includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ANTH 150

## **ANTH 13 MAGIC, WITCHCRAFT, AND RELIGION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to the anthropological study of religious beliefs and practices. The course examines several key topics in the study of religion such as mythology, symbolism, ritual, healing practices, altered states of consciousness, magic, and witchcraft, as well as the impact of religion on society, politics, and economics. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ANTH 15 THE WORLD OF PRIMATES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to primates and primatology, including species diversity, ecology, primate behavior, and conservation. Topics include communication, hierarchies, male-female interaction, protocultural behavior, social learning, tool use, play, cognition, and self-awareness. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ANTH 17 THE BIOLOGICAL EVOLUTION OF HUMAN NATURE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Examines the role of Darwin's theory of evolution by natural selection in shaping human nature and behavior, including the ways we think, reason, and perceive the world. Emphasis will be placed on the interaction of biological adaptation (nature) and culture (nurture) in human biological and socio-cultural diversity. Among the topics covered are social cooperation and conflict, mating strategies, conflict between sexes, parenting and kinship patterns, ethnocentrism and group identity, status and social dominance, and cultural differences and commonalities.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ANTH 19 FORENSIC ANTHROPOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** ANTH 1

An introduction to the methods, techniques, and procedures of forensic anthropology. Topics include human osteology, biological variation, taphonomy, and personal identification in the study of human remains for medico-legal purposes.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ANTH 21 WOMEN, GENDER, AND CULTURE - CROSS-CULTURAL PERSPECTIVES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An anthropological approach to the cross-cultural study of women and gender. Focus is thematic and comparative, and will include topics such as gender identity, sexuality, the sexual division of labor, the politics of reproduction, childcare, and globalization. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ANTH 22 MEDICAL ANTHROPOLOGY - CULTURE, HEALTH, AND HEALING**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to the cross-cultural study of illness and healing practices. Explores the cultural, historical, political, and economic shaping of illness and examines variation in biomedical and healing systems. Topics covered include understandings of the body, belief systems about the nature and causation of illness, religion and ritual in a healing context, global epidemics, and inequality and health disparities. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARAB-Arabic**

### **ARAB 1 ELEMENTARY ARABIC**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** College-level reading ability

Designed to develop the fundamentals of communicative competence in daily spoken Arabic. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Arabic. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ARAB 2 ELEMENTARY ARABIC**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** ARAB 1 or two years of high school Arabic. Designed to further the fundamentals of communicative competence in daily spoken Arabic. Although the focus remains on listening, comprehension, and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ARAB 3 INTERMEDIATE ARABIC**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** ARAB 2 or three years of high school Arabic

The intermediate level course focuses on fluency on reading, writing, speaking, and listening. Continues the study of Arabic culture. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ARAB 4 INTERMEDIATE ARABIC**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** ARAB 3 or four years of high school Arabic. Emphasizes fluency in speaking, reading, writing, and comprehension of Arabic. Includes selected readings and discussions from the basic four genres in Arabic and Arabic-American literature, culture, and customs. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ARAB 10 INTERMEDIATE CONVERSATIONAL ARABIC**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** ARAB 2 or four years of high school Arabic. Designed to develop fluency in Arabic. The emphasis is on both formal and informal expressions and conversation in Arabic. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ARAB 21 INTRODUCTION TO ARABIC CULTURE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Traces the development of the culture of Arabic-speaking nations including history, philosophy, political ideas, literature, music, art, science, geography, and customs and its influence on America and the world. Conducted in English. No prior study of the Arabic language or culture is required. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH-Architecture**

**ARCH 10 INTRODUCTION TO ARCHITECTURE****2.0 Units 2.00 hours Lecture***Transfers: CSU, UC*

Introduction to the professional field of architecture and related fields such as landscape architecture, engineering, construction, and city planning. Presentations by professionals to introduce students to options, requirements and job possibilities in related fields.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 12 HISTORY OF ARCHITECTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

The study of the architecture and environmental achievements of man from the earliest times to the present. Presenting the important buildings, cities, sites, and civilizations of mankind.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 14 CALIFORNIA ARCHITECTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

The study of the architecture and the built environment of California from early times to the present. This course presents the important architects, buildings, cities, sites, development patterns and the overall history of architecture in California.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 18 HUMAN FACTORS DESIGN AND PSYCHOLOGY OF THE BUILT ENVIRONMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This course will examine the role of human factors and the psychology of the environment as they relate to the use of buildings, landscapes, and urban spaces. The course includes examination of the mix of ecological and human-made systems that make up our ever-changing environment and considers how the built environment shapes social interactions and impacts the health and well-being of individuals.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 34 BASIC ARCHITECTURAL DESIGN I****3.0 Units 1.00 hour Lecture 6.00 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** ARCH 124A, which may be taken concurrently

Fundamentals of design function; form determinants; the nature, elements, and process of creative environmental design using 2D and 3D studies of space, form, color, and structure.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 42 DESCRIPTIVE DRAWING AND PERSPECTIVE****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ARCH 124A

Basic techniques of graphic communications. Construct 3D drawings, including obliques, isometrics, 1-pt. and 2-pt. perspectives. Construct basic shadows and shade.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 44 ARCHITECTURAL PRESENTATION AND RENDERING****2.0 Units 6.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ARCH 42 and 124A

Delineate 2D and 3D architectural drawings for presentation. Render three drawings with color, shade, shadows, people, and trees.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 50 INTRODUCTION TO COMPUTER-AIDED DRAFTING****3.0 Units 2.00 hours Lecture 4.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ARCH 124A or DR 100

Introductory course covering the operation and application of computer-aided drafting (CAD) systems used to create, modify, store, and plot technical drawings. Also listed as DR 50. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARCH 51 COMPUTER-AIDED DRAFTING****3.0 Units 2.00 hours Lecture 4.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DR or ARCH 50

An intermediate to advanced level course in the operation and application of computer aided drafting systems, used to create, edit, save, and plot technical 2D and 3D drawings. Also listed as DR 51. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ARCH 120 REVIT AND BUILDING INFORMATION MANAGEMENT (BIM)**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** ARCH 51 or DR 51  
Introduction of 3-dimensional building modeling using Autodesk Revit to provide visualization and method of construction information for architectural design. Building Information Modeling (BIM) will be used to provide detailed construction information and coordination of architecture and engineering in simple and complex building systems. Rendering and presentation techniques using Revit are also introduced. Student needs solid knowledge of computer drafting applications, file management and building construction techniques including building materials and methods of construction.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 121 ADVANCED REVIT AND BUILDING INFORMATION MANAGEMENT II**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** ARCH 120  
Advanced study of 3D building modeling using Autodesk Revit to provide visualization and method of construction information for architectural design. Building Information Modeling (BIM) will be used to provide detailed construction information and coordination of architecture and engineering in simple and complex building systems. Rendering and presentation techniques using Revit are also introduced. Student needs solid knowledge of computer drafting applications, file management and building construction techniques including building materials and methods of construction.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 122 ARCHITECTURAL PRACTICE**

**2.0 Units 2.00 hours Lecture**

*Transfers: CSU*

An introductory course covering the profession of architecture and the construction industry including professional relations, office procedures, and legal aspects.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 124A ARCHITECTURAL DRAWING I**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Principles and techniques of architectural drawing designed primarily for those who plan to enter the field of architecture or a related field such as construction, landscape architecture, city and regional planning, and/or interior design.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 124B ARCHITECTURAL DRAWING II**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Draft and organize a set of working drawings for a single-family dwelling including building code requirements, materials, and principles of wood-frame construction. Computer-aided drafting methods will be introduced and used.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 124C ARCHITECTURAL DRAWING III**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Draft and organize an advanced set of working drawings for a steel and concrete commercial building. Computer-aided drafting methods will be used.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 126 MATERIALS AND METHODS OF CONSTRUCTION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Studies various building materials, their use and application in the structural makeup of buildings.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 132 RESIDENTIAL PLANNING, PRINCIPLES AND DESIGN**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** ARCH 124A  
Design a single-family dwelling. Complete a design process that considers proper site relationships, plan functions, form, structure, and materials.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 136 BASIC ARCHITECTURAL DESIGN II**

**3.0 Units 1.00 hour Lecture 6.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** ARCH 34  
Learn to design quality form and space for living and working. Through the design process consider site, function, form, structure, color, and materials, as well as social, psychological, and ergonomic factors.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*



### **ARCH 152 ADVANCED COMPUTER-AIDED DESIGN**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** DR/ARCH 50 or DR/ARCH 51

Advanced computer-aided design and drafting with emphasis on advanced 3D CAD knowledge and skills in the completion of technical drawings that support 3D modeling. Also listed as DR 152. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 161 BLUEPRINT PLANS AND SPECIFICATION READING**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Blueprint and specification reading as applied to California State codes. Includes residential, commercial, and hospital construction.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 162 CONSTRUCTION ESTIMATING**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

*Transfers: CSU*

Includes bid preparations, material quantity and analysis, labor and material pricing and quantities summations, subcontract summations, subcontract bids, bid corrections, bidding practices, and final-bid form compilation and submittal.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 163 INTERNATIONAL BUILDING CODE INSPECTION**

**4.0 Units 4.00 hours Lecture**

*Transfers: CSU*

Pursue minimum preparation and upgrading for inspectors seeking certification, construction managers, and architect's field observers. Examine federal, state, or local codes affecting construction, grading, and performance standards. Evaluate code compliance on-site with emphasis on interpretations.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 164 COMBINATION RESIDENTIAL DWELLING INSPECTION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** ARCH 163

Prepares students for the International Conference of Building Officials (ICBO) examination to become certified building inspectors. Particular emphasis given to those sections in the International Building Codes which deal with inspection and enforcement of the Plumbing, Mechanical and Electrical Codes as they relate to residential and framing. Qualifies as CE for state mandated AB 717.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 165 ELECTRICAL CODE INSPECTION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A comprehensive study and review of the National Electrical Code and local authorities. Also covers regulations for inspection of residential and commercial units.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 200 DESIGN IN ARIZONA, RIVERSIDE AND PALM SPRINGS**

**1.5 Units 1.00 hour Lecture 1.50 hours Lab**

Visit architecture and urban design in Arizona, Riverside and Palm Springs, including Taliesin, Biltmore, ASU, Arcosanti, Sedona, AZ straw-bale house and Mission Inn, Riverside. Students are responsible for lodging, meals, tours, and admission costs.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 211 CONCRETE INSPECTION**

**3.0 Units 3.00 hours Lecture**

Presents technical knowledge needed by inspectors, code enforcement personnel, contractors and architects. Covers detailed concrete design, placement, mixing and testing.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 212 PLUMBING CODES - DRAINS, WASTE, VENTS, WATER, AND GAS**

**3.0 Units 3.00 hours Lecture**

Examine responsibilities of the plumbing inspector. Review rules and regulations defining owner, builder and architect's responsibilities. Study mechanics of installation and inspection of water, waste, and venting systems.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ARCH 213 MECHANICAL CODE - HEATING, AC, REFRIGERATION, AND DUCTWORK**

**3.0 Units 3.00 hours Lecture**

Examine the mechanical code as it affects responsibilities of inspector, contractor, worker, architect and owner. Examine design, sizing, installation and inspection of heating, ventilation and air conditioning (HVAC) systems.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*



## **ARCH 218 FOUNDATION STUDIO IN ARCHITECTURE**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

A design studio based on the Bauhaus Foundation Course that explores the many aspects of visual and spatial design leading to studied solutions in architecture. Concepts include black and white forms and negative space, communication through shapes, textures, color and materials, graphic design and typeface fonts, anthropometrics and designing for human scale. Studio will focus on designing and model building architecture for a specific building type and site, including climatic adaptation, native and locally produced materials, concepts of green design and LEED certification, creating human scaled spaces, and designing functional architectural solutions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 219 RESIDENTIAL AND COMMERCIAL SPACE PLANNING**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** ARCH 124A

Focuses on the theory, layout, building codes and creativity needed in designing excellent floor plans, with a special emphasis on the scale of the building and the context of the site. Anthropometrics and ergonomic studies are the starting point to human scale design. Scale and arrangement of furnishings, circulation, storage, room proportions, function and users are all brought into the equation of good design. Projects will include typical single family residential design, residential estate design, multifamily residential design, commercial design, institutional design, and parking design with focus on sustainable architectural design practices.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 231 LEED AND SUSTAINABLE ARCHITECTURE**

**3.0 Units 3.00 hours Lecture**

Examines the emerging movement for sustainable practices in architecture and construction. The model of the US Green Building Council for LEED (Leadership in Energy and Environmental Design) defines this course. Certification of buildings is examined including: sustainable sites, water efficiency, energy and atmosphere, materials and resources, indoor environmental quality, and innovation in design. For residential construction, locations and linkages, as well as awareness and education are discussed. Regional priorities focus on water and air resources for Southern California. The LEED professional accreditations: LEED Green Associate and the 5 LEED Accredited Professional designations are also investigated. Identify approaches to sustainable architecture.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 260 ARCHITECTURE IN NORTHERN CALIFORNIA**

**1.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Visit architecture in San Francisco, Santa Barbara, San Luis Obispo--San Francisco Civic Center, Union Square, Herman Plaza, Haight-Ashbury, Golden Gate Park, Marin Civic Center, Napa valley, Santa Barbara and San Luis Obispo downtowns, Hearst Castle.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 261 ORANGE AND SAN DIEGO ARCHITECTURE**

**1.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Field study of architecture which urbanize and texture the region -- from the Salk Institute and UC San Diego Library to the Crystal Cathedral, Capistrano Library and San Diego's live/work housing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 262 LOS ANGELES ARCHITECTURE**

**1.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Tour LA architecture--including Gamble House, Bradbury Building, Biltmore Hotel, Wright/Eames/Gehry houses, Eric Moss/Morphosis projects, and Getty Museum.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 270 FIELD STUDY - EUROPEAN ARCHITECTURAL HISTORY**

**3.0 Units 3.00 hours Lecture**

Field study of European architectural history and the society that created the built environment of cultures. Countries may include Italy, France, England, Ireland, Scotland, Germany, Switzerland, Denmark and the Netherlands. Includes social, cultural, religious, economic, geographic and climatic forces that shape the built environment. Examines how societies have developed a sustainable culture using local resources. Sites visits include iconic architecture, as well as vernacular construction. Discussion and in-depth study of areas of travel and architectural experiences will be conducted in class after the trip.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 271 FIELD STUDY - EUROPEAN SKETCH, DRAW, PHOTO**

**3.0 Units 3.00 hours Lecture**

Field study of the European Region using the graphic arts of architecture--sketching, drawing and photography--while traveling and exploring architecture and the built environment. Countries may include Italy, Spain, France, England, Ireland, Scotland, Germany, Denmark, Switzerland, and the Netherlands. Students will graphically capture the culture and the architectural record of the region's history. Upon return to the classroom, an in-depth study of graphic techniques will be presented, discussed and applied.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ARCH 272 FIELD STUDY - EUROPEAN DESIGN STUDIO**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

Field study in the European Region using the built environment as the basis for a design studio in architecture--designing residential, commercial, and civic spaces--while traveling and exploring the region, which may include Italy, Spain, France, England, Ireland, Scotland, Germany, Denmark, Switzerland, and the Netherlands. Allows students to capture the culture and the architectural style of the region in their designs. Upon return to the classroom, an in-depth study of architectural design in a studio setting will be presented, discussed and applied.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ART-Art**

### **ART 4 FUNDAMENTALS OF ART**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Emphasizes fundamental art ideas, modes, devices, problems of organization and structure terminology, media, and the relationship of art to society.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **ART 9 CERAMICS FUNDAMENTALS**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** ART 80

Introduction to ceramics materials, concepts, and processes including basic design principles, creative development, hand-building, throwing, glaze techniques, firing and ceramic terminology. The course covers aesthetics and creative development of clay objects with an emphasis on examining historical, contemporary, and personal modes of expression across cultures.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **ART 10 CERAMICS - HANDBUILDING I**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** ART 9

An introduction to beginning ceramic handbuilding techniques with emphasis on theory and application of esthetic principles to the design of useful and decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 10, 14, and 15.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **ART 11 CERAMICS - WHEEL I**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** ART 9

An introduction to beginning wheel techniques with emphasis on theory and application of esthetic principles to the design of useful and decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 11, 12, and 13.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **ART 12 CERAMICS - WHEEL II**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** ART 11

A continuation of basic throwing techniques including sectional forms, precision sizing and production techniques with emphasis on theory and application of aesthetic principles to the design of useful and decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 11, 12, and 13.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **ART 13 CERAMICS - WHEEL III**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** ART 12

A continuation of throwing skills including large scale forms and studio practices emphasizing advanced theory and application of aesthetic principles to the design of useful and decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 11, 12, and 13.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ART 14 CERAMICS - HANDBUILDING II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 10

A continuation of basic handbuilding techniques including mold making and slip casting with emphasis on theory and application of esthetic principles to the design of useful and decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 10, 14, 15, 114, 115, 216, and 217. Formerly offered as ART 216 and ART 114. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 15 CERAMICS - HANDBUILDING III****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 14

A continuation of handbuilding techniques and skills including advanced mold making, slip casting, functional and sculptural construction methods with emphasis on advanced theory and application of esthetics principles to the design of useful and decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 10, 14, 15, 114, 115, 216, and 217. Formerly offered as ART 217 and ART 115. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 40 2-D FOUNDATIONS****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC*

Introduction to the concepts, applications, and processes of two-dimensional art through historical and contemporary contexts. An exploration of the basic elements of composition: line, shape, texture, value, color and spatial illusion. Application of those elements using the principles of design: balance, unity, rhythm, pattern & contrast. Development of visual vocabulary and individual aesthetic through lecture presentations, studio projects, problem solving, written assignments and research. Field trips required to meet course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ARTS 100

**ART 41 THREE-DIMENSIONAL DESIGN****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ART 40

This course examines the ideas, concepts and processes of 3-Dimensional artworks as they apply to historical and contemporary artists and collaboratives. An introduction to the applications of three-dimensional art & design, including the study of the basic principles and elements as they pertain to space, form and the built environment. This course focuses on the development of visual literacy for effective communication through lecture presentations/demonstrations, studio projects, problem solving, written assignments, critical discourse and research. Students design, create, and exhibit artworks that pertain to the historical movements covered. Field trips required to meet course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ARTS 101

**ART 42 COLOR THEORY AND PRACTICE****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ART 40 or ART 80

Historical and contemporary color theories, principles and applications of subtractive and additive color processes. Investigates the cultural and physical subjectivity of color perception as it applies to art and artists working in diverse media. Explores the conceptual and technical aspects of developing a functional color palette for effective communication through lectures, studio projects and research. Develop a range of color applications through exposure to diverse media and critical discourse. Students design, create, and exhibit artworks that pertain to the historical and cultural movements covered. Planning and execution of a collaborative public artwork using color and composition to communicate socially engaged themes. Field trips required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ARTS 270

**ART 50 PAINTING - I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ART 40, 80

Introduction to the basic elements, principles and practices of painting. Focus on exploration of painting materials, perceptual skills, paint mixing, color theory, and methods of applying paint. Creative responses to representational subject matter will be emphasized. Emphasizes portfolio development for employment as an artist or related worker. Theory and studio work in the application of esthetic principles to the design and painting of useful and decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 50, 51, 52, and 250.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 51 PAINTING - II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 50

Designed to draw upon the skills developed in ART 50 to achieve greater levels of mastery over paint surface and composition. Emphasizing painting as a creative process while developing advanced skills in oil and/or acrylic. Painting from life, students will learn to understand the importance of warm and cool value relationships. Students will work with a limited palette to design useful and decorative objects and spaces. An extended palette will be introduced and the properties of transparent and opaque paint will be addressed. Students are limited to a combined total of four enrollments in ART 50, 51, 52, and 250.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 52 PAINTING - III****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 51

Designed to draw upon the skills developed in ART 51 to achieve greater levels of mastery over the painted surface and composition. Explores representational and non-representational subject matter in a variety of media including acrylic and oil. Emphasis on portfolio development for employment as an artist or related worker. Students are limited to a combined total of four enrollments in ART 50, 51, 52, and 250.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 53 PAINTING FROM THE LIVE MODEL I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ART 50, 80, and 85

Introduction to painting the human figure from observation. Topics include fundamental structural drawing concepts, color theory, light logic and the historical and contemporary roles of figurative painting in the visual arts. Students will learn both descriptive and interpretive approaches to painting the figure. Students are limited to a combined total of four enrollments in ART 53 and 54.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 54 PAINTING FROM THE LIVE MODEL II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 53

A continuation of ART 53 which emphasizes painting the draped and undraped male and female figure from direct observation. The primary focus is to develop a range of expressive and descriptive painting techniques. The student will continue to develop the basic skills in representing and interpreting the live model. A variety of media will be explored. Students are limited to a combined total of four enrollments in ART 53 and 54.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 57 WATERCOLOR I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ART 40, 80

An introduction to water-based media with emphasis on transparent watercolor. Students will learn the basic techniques of surface preparation, paper stretching transparent application, graduated washes dry brush, and wet-into-wet techniques. A variety of materials, devices, and means for representing the volume, structure, character, and delineation of natural and man made forms via the watercolor medium will be explored. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 161.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 58 WATERCOLOR II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 57

Further implementation of painting with transparent watercolor. Explores more advanced problems in color, light, and composition. In addition, this course will offer experience in the mixing of other media with transparent watercolor. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 161.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 59 WATERCOLOR III****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 58

Emphasizes advanced techniques of transparent media, including use of collage and other mixed media. Further implementation of advanced watercolor techniques that explore more advanced problems in color, light, and composition will be explored. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 161.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 60 INTAGLIO (ETCHING) AND RELIEF I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ART 80

An introductory printmaking course designed to teach students a variety of approaches in Relief and Intaglio areas of printmaking. The basic processes of etching, drypoint, relief printing, and monotypes will be stressed. Both traditional and experimental approaches important to the development of a print will be used through the course of study. Students will be expected to develop a print from concept to the printing of an edition. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 61 INTAGLIO (ETCHING) AND RELIEF II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 60

Designed with emphasis on advanced skills in the process of Relief and Intaglio areas of printmaking. Edition printing, advanced technical skills, and continued development of personal imagery and unique style will be stressed. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 62 INTAGLIO (ETCHING) AND RELIEF III****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 61**Recommended Preparation:** ART 80

Designed with an emphasis in advanced skills in the processes of relief and intaglio printmaking. The course will cover advanced skills in edition printing (color), multi-plate printing, color printing, and continued development of personal imagery and unique style. Students will incorporate intermediate techniques learned in prior courses to develop advanced multicolor, multiplate registration, and printing techniques. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 63 INTRODUCTION TO SCREEN PRINTING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Principles, basic methods and techniques of preparing handcut and photographic stencils, printing techniques, simple color separation, and equipment and material handling. Care, use, and safety precautions in operating and cleaning the silkscreen unit. Also listed as GC 63. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 70 FUNDAMENTALS OF SCULPTURE****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC*

Introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context. Theoretical issues and critical analysis of sculptural works will also be addressed. Field trips and lectures will acquaint students with historical and current sculptural practices.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 71 ADDITIVE SCULPTURE****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 70

An intermediate course covering contemporary practices, theory, critical analysis and practical techniques in the expansive field of sculpture. Students will further develop skills needed to translate ideas into three-dimensional form towards creating conceptual artworks as well as useful and decorative objects and spaces. Projects emphasize creative self-expression, artistic inquiry and process, with on focus on contemporary practices. Field trips and lectures will acquaint students with historical and current sculptural practices.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 72 SUBTRACTIVE SCULPTURE****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 71

An advanced course focused on individual involvement in the studio practice of making sculpture and the design of useful and decorative objects and spaces. Emphasis focused on conceptual development, refinement of technique, choice of materials, professional presentation, portfolio development, and exhibition. Students will focus on the development of a project/series of works that expresses their individual proclivities as an artist. Projects will be proposed and formulated by each student with the guidance of the instructor. Students will develop a portfolio for entering a career in the arts. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 78 BEGINNING LIFE SCULPTURE****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC*

Sculpting from a live model using clay with emphasis placed on gesture, composition, scale, proportion as related to representational forms. Topics include an introduction to human anatomy and the historical and contemporary roles of figurative sculpture in the visual arts. Portfolio development in this course will prepare students for employment as an artist or related worker. Students are limited to a combined total of four enrollments in ART 78 and 79.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**ART 79 ADVANCED LIFE SCULPTURE****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 78

Students expand their ability to sculpt from the live model. Topics include further study of human anatomy and creation of armatures, and take a mold of completed sculptures. Portfolio development in this course will prepare students for employment as an artist or related worker. Students are limited to a combined total of four enrollments in ART 78 and 79.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 80 DRAWING I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC*

Emphasizes the development of perceptual and technical skills in drawing. Includes line, shape, proportion, value, and composition in the representation of still life and other subject matter using dry media. Theory and studio work in the application of esthetic principles to the design of useful drawings and decorative drawings. Students are limited to a combined total of four enrollments in ART 80, 81, and 82.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 81 DRAWING II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 80

Emphasizes the process of drawing as a form of creative expression. Students will explore approaches to technical and conceptual problems in drawing using a variety of mediums, techniques and methodologies. Through exercises covering historical and contemporary approaches to drawing students will build on fundamental drawing skills to develop a personal approach to content and material. Theory and studio work in the application of esthetic principles to the design of drawings. Students are limited to a combined total of four enrollments in ART 80, 81, and 82.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 82 DRAWING III****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 81

Further develops the concepts and processes introduced in ART 80 and 81, emphasizing the development of the individual student's artistic development. Students are limited to a combined total of four enrollments in ART 80, 81, and 82.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 85 DRAWING FROM THE LIVE MODEL I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ART 80

Introduction to drawing the human figure from observation using a wide variety of drawing media and techniques. Topics include an introduction to human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure. Students are limited to a combined total of four enrollments in ART 85, 86, and 87.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 86 DRAWING FROM THE LIVE MODEL II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 85

Continued study toward developing an understanding of drawing the human figure with emphasis on surface anatomy, form, structure, proportion, gesture, contour, and volume. Students work from the draped and nude model. Media include graphite, charcoal, Conte Crayon, and pastels on a variety of papers and surfaces. Students work from the draped and nude model. Field trips may be required. Students are limited to a combined total of four enrollments in ART 85, 86, and 87.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 87 DRAWING FROM THE LIVE MODEL III****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU, UC***Prerequisite:** ART 86

Further study on developing and understanding drawing the human figure as the basis of representational and expressionistic drawing. Students will experiment with a variety of wet and dry media. Students work from the draped and nude model. Students are limited to a combined total of four enrollments in ART 85, 86, and 87.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 140 BEGINNING GRAPHIC DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Fundamentals of design concepts that explore organization of visual elements for graphic communication. Studio work will include traditional and computer-generated assignments in layout and typography. Designed to convey current concepts in the graphic design field. Also listed as GD 140. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 141 GRAPHIC RENDERING TECHNIQUES****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Exploration of two-dimensional media for producing graphics and illustrations. Projects encourage development of illustration skills for a variety of design applications. Recognition and choice of techniques for translating concepts into accurate and compelling renderings. Also listed as GD 141. Credit given in either area, not both. Field trips may be required as part of class requirements.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 142 PACKAGE DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Traditional and computer-generated design and construction of three-dimensional packaging, including labels, overwraps, printed cartons, and point-of-purchase displays. Also listed as GD 142. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 143 PROFESSIONAL PRACTICES:  
LAUNCHING A CREATIVE CAREER****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Successful completion of at least 2 studio art/design courses. Students must have a portfolio of at least 15 completed works before starting the class.

Intended to assist students in the advanced stage of their art/design education to make a successful transition from school to the professional world. Through research, lectures, discussions, tutorials, and class field trips, students will be exposed to a variety of professional models and a broad range of issues relevant to an independent artist/designer. Students will set goals, and work on projects that reflect their individual objectives as creative entrepreneurs. This includes working on a business plan, assembling a professional portfolio and may also include seeking gallery representation. Class includes visits to local artists and creative businesses in the local community, providing an invaluable network of contacts.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 145 GRAPHIC ILLUSTRATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Develop illustrations for advertising, informational, graphic, and editorial use. Design and apply illustrations with consideration for reproduction requirements. Illustrations will be done in line art, black and white, and limited and full color in select mediums. Also listed as GD 145. Credit given in either area, not both. Field trips may be required as part of class requirements.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 150 ARCHITECTURAL CERAMICS I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Prerequisite:** ART 9 or ART 10

Introduction to contemporary architectural ceramic design, emphasis on creating multiples for installation in an architectural environment. Ideal for students interested in site-specific installation, public arts and professional practices for commission artists. History of architectural ceramics as it relates to current usage and contemporary concepts.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 161 OPAQUE WATERCOLOR****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Recommended Preparation:** ART 57

An overview of traditional and contemporary color practices, techniques and styles with opaque watercolor or gouache. A comprehensive and practical application of color media which is used as a bridge between Newtonian color theory and intuitive painting. Provides the opportunity for exploration and familiarization of painting methods and styles through a range of in-class exercises and outside assignments all addressing the spectrum of color and its relationships. Emphasizing the creative process in the design and painting of useful or decorative objects and spaces. Students are limited to a combined total of four enrollments in ART 57, 58, 59, and 161. Formerly ART 261.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 164 INTAGLIO (ETCHING) AND RELIEF IV****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Prerequisite:** ART 62**Recommended Preparation:** ART 80

Designed for advanced printmakers with emphasis on photopolymer plates and digital technology for use in intaglio and relief printmaking. Focus will be on solar plate technology, digital image making and manipulation for output on transparency, and printing/editioning of imagery on an etching press. Students are limited to a combined total of four enrollments in ART 60, 61, 62, and 164.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**ART 171 METALSMITHING & JEWELRY I****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Recommended Preparation:** ART 40 or ART 41

Introduction to a wide range of methods, techniques, and materials used to create and design jewelry, small-scale metal artwork and useful/decorative objects. Includes examination of the history and contemporary practices of jewelry-making and small metal casting/fabrication with a global cultural perspective (formerly ART 228). Students are limited to a combined total of four enrollments in ART 171, 172, 173, 174, 228, 229, 230, and 231.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 172 METALSMITHING & JEWELRY II****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Prerequisite:** ART 171

Builds on skills and techniques learned in ART 171 in the design of useful and decorative jewelry objects. Students will design and create objects utilizing the following techniques: intermediate level soldering, wire fabrication, annealing, casting, intermediate level cold connections, etching, and stone setting (formerly ART 229). Students are limited to a combined total of four enrollments in ART 171, 172, 173, 174, 228, 229, 230, and 231.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 173 METALSMITHING & JEWELRY III****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Prerequisite:** ART 172

Builds on skills and techniques learned in ART 172 in the design of useful and decorative objects. Students will design and create objects utilizing the following techniques: advanced soldering, hollow construction, wire fabrication, annealing, hydraulic forming, and advanced cold connections (formerly ART 230). Students are limited to a combined total of four enrollments in ART 171, 172, 173, 174, 228, 229, 230, and 231.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 174 METALSMITHING & JEWELRY IV****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Prerequisite:** ART 173

Builds on skills and techniques learned in ART 173 in the design of useful and decorative jewelry objects. Students will design and create objects utilizing the following techniques: advanced soldering, enameling, mechanisms, clasps, and advanced stone (formerly ART 231). Students are limited to a combined total of four enrollments in ART 171, 172, 173, 174, 228, 229, 230, and 231.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 175 METAL CASTING****3.0 Units 1.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Recommended Preparation:** ART 70

An introductory course covering a general history, theory, critical analysis and practical applications in cast bronze sculpture and foundry processes. Projects emphasize creative self-expression in the design of useful and decorative objects in non-ferrous metals using direct modeling of wax, basic mold making, and introduction to non-wax casting materials. Portfolio development in this course will prepare students for employment as an artist or related worker.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ART 240 INTERMEDIATE GRAPHIC DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** GD 140 or ART 140

Further study of design concepts used in graphic design as well as portfolio preparation. Studio work will include conceptualization techniques and layout and production of designed formats. Also listed as GD 240. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## ARTH-Art History

**ARTH 20 ART APPRECIATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A general introduction to art and visual culture designed to develop an understanding of terminology, themes, and art forms, including examples of painting, sculpture, and architecture across time and diverse cultures. Attendance at field trips may be required. C-ID ARTH 100.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ARTH 100

**ARTH 21 WOMEN AND ART****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Examines the history of relations between women, art, and ideology in global culture. Examines and analyzes the effects of cultural practices such as the division of labor and space in society, codes of language, the impact of new technologies, and power relations on the ways that women are represented and participate in visual culture. Explores women's changing relation to art practice. Includes analysis of feminism, gender roles, and identity construction in art both historically and contemporary art forms. Field trips may be required to complete course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ARTH 22 SURVEY OF ASIAN ART (INDIA, CHINA, JAPAN, AND KOREA)****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Designed as a survey of artistic traditions found in Asia including India, Korea, China, and Japan. The arts of painting, sculpture, and architecture will be discussed as artistic expressions as well as visual manifestations of Eastern religion. Field trips may be required to complete course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ARTH 23 AFRICAN, OCEANIC, AND ANCIENT NORTH AMERICAN ART****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This course is designed to develop an understanding and appreciation of the indigenous arts of Africa, the South Pacific, and the ancient arts of North America from the prehistoric to the modern age. Studies the painting, sculpture, architectural traditions of these societies emphasizing their culture as well as artistic significance.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ARTH 140

**ARTH 24 INDIGENOUS ARTS OF THE AMERICAS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Survey of the indigenous artistic traditions of Meso, Central, and South America extending from Mexico through Peru from circa 1000 BC to the Conquest. Addresses historical and contemporary cultures of the Western hemisphere (pre-Columbian) from a historical and ethnographic context, examining the formal elements of painting, sculpture, architecture, ceramics, and textiles in the context of native socio-political systems and religious beliefs. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ARTH 25 SURVEY OF ART HISTORY - ANCIENT WORLDS TO GOTHIC****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Emphasizing the historical development of painting, sculpture, and architecture including philosophical and cultural perspectives.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ARTH 26 SURVEY OF WESTERN ART HISTORY - RENAISSANCE TO CONTEMPORARY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Recommended Preparation:** Completion of or concurrent enrollment in ENG 1A or ENG 1AH.

Survey of the art of the Western world emphasizing the historical development of painting, sculpture, and architecture including philosophical and cultural perspectives.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ARTH 120

**ARTH 27 HISTORY OF AMERICAN ART****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Chronological development of painting, sculpture, and architecture in the United States from its pre-colonial past to the end of World War II. The contributions and influences of a variety of ethnic groups to the diversity of art in the United States will be addressed. The artistic contribution of Native American, African Americans, Asian Americans, Chicano/Latino Americans and European Americans will be studied in the larger context of American society, history, and culture. Additional attendance at lectures and special exhibitions may be required to meet course requirements.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ARTH 29 INTRODUCTION TO WORLD ART****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Survey of the visual arts of the world through the millennia, including the regions and cultures of Europe, Asia, the Americas, and Africa. Major emphasis is given to the development of the world's most significant painting, sculpture, and architecture within their respective social, political and religious contexts. The course examines the roles of artist and patron, and the relationship between the art object and its intended function. Field trips may be required to complete course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ARTH 30 HISTORY OF MODERN ART 1825-1945****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Examines the history of visual culture in Europe and North America from the invention of Photography to the end of the second world war. Topics covered include the following: Realism, Impressionism, Post-Impressionism, Symbolism, Cubism and its responses, Expressionism and its responses, Surrealism, International style and North American Regionalisms. Looks closely at significant theoretical constructs such as the Avant Garde, Modernism, Art Criticism and Patronage (institutional and private). Examines the effects of new technologies on the development of art during this period; most importantly photography and film (formerly ARTH 103). Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARTH 32 SURVEY OF CONTEMPORARY ART****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Surveys and analyzes the Global expansion, development, and transmission of art practices since 1945. Post World War II cultures produced rapid economic, technological and social changes. In turn, artists responded to these social changes by producing works of art that both comment on and absorb the cultural environments in various ways through individual visions and shared ideological perspectives. Examines art since 1945 by looking at the works and the ideas and technologies that inform them. Also examines the public and private spaces in which art is seen and understood (formerly ARTH 104). Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ARTH 100 ART GALLERY DISPLAY AND EXHIBITION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Designed to introduce students to a variety of aspects in working and running a non-profit/educational art gallery. Students will participate in the planning of shows along with the practical experience of preparing and installing shows in the Saddleback College Art Gallery. Students will visit local galleries and museums to further enhance their ideas of the functions of an art gallery. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ASTR-Astronomy****ASTR 20 GENERAL ASTRONOMY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introductory astronomy course covering the development of astronomy from ancient times to modern times. Includes the study of the solar system, the stars and stellar systems, the Milky Way Galaxy, other galaxies and galaxy-like objects, and the expanding universe and theories of its origin. Field trips may be required to fulfill the objectives of the course. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ASTR 21 THE SOLAR SYSTEM****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of the origin and evolution of our solar system, from the beginning to the present, as deduced from sampling, remote sensing, exploration, imagery, and theory. We will discuss and compare composition; tectonics; volcanism; surface processes; and atmospheric and thermal evolution of earth, the moon, terrestrial, and Jovian planets and their satellites. Additional topics will include meteorite and comet impacts and the possible existence of life elsewhere in the solar system. Field trips may be required to fulfill the objectives of this course. Also listed as GEOL 21. Credit given in either area, not both. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ASTR 25 OBSERVATIONAL ASTRONOMY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** ASTR 20

An introductory observational astronomy course covering various observational targets, tools, and methods, through actual observation and experimentation. Students will use college-owned telescopes to observe the sun, moon, planets, available comets, multiple stars, variable stars, and deepsky objects including nebulae and galaxies. Field trips required to fulfill the course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**AUTO-Automotive Technology****AUTO 100 AUTOMOTIVE FUNDAMENTALS****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU*

Introduction to the principles of operation of modern automobile systems and a practical introduction to automotive tools and diagnostic equipment. Demonstrated lectures and some practical experience in the laboratory. Structured for the non-technical student. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**AUTO 101 AUTOMOTIVE ELECTRICAL SYSTEMS****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Recommended Preparation:** AUTO 100

Operating principles, troubleshooting techniques, and repair procedures of electrical supply systems and battery-starter systems. Demonstrated lectures and practical experience in the laboratory on batteries, starter systems, alternator, generator charging systems, and accessory and lighting systems. Scan tool and digital multimeter techniques will be emphasized. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**AUTO 102 AUTOMOTIVE ENGINE PERFORMANCE-ELECTRONICS AND IGNITION****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100**Recommended Preparation:** AUTO 101 and 207

Operating principles, troubleshooting techniques, and repair procedures for automotive engine performance systems. Emphasis on battery, charging and ignition systems. Demonstrated lectures and practical experience in the laboratory using modern testing equipment, oscilloscopes, and other diagnostic equipment on "live" vehicles.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**AUTO 103 AUTOMOTIVE ENGINE PERFORMANCE-FUEL AND EMISSION SYSTEMS****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100**Recommended Preparation:** AUTO 101 and 207

Operating principles, troubleshooting techniques and repair procedures for automotive engine performance systems. The emphasis is fuel and engine emission control systems. Demonstrated lectures and practical experience in the laboratory using modern testing equipment, oscilloscopes, and other diagnostic equipment on "live" vehicles.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**AUTO 104A AUTOMOTIVE ENGINES****5.0 Units 3.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100**Recommended Preparation:** AUTO 101 and 207

Practical experience in the rebuilding, overhauling, and machining of engine components of the internal-combustion engine. It is recommended that the student have access to an engine for overhaul purposes. First part of a two-semester program covering block boring and honing techniques as well as bearing installation. Piston and ring selection procedures will be covered. The basic block will be assembled.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**AUTO 104B AUTOMOTIVE ENGINES****5.0 Units 3.50 hours Lecture 4.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 104A**Recommended Preparation:** AUTO 100, 207

Practical experience in the rebuilding, overhauling and machining of engine components of the internal-combustion engine. A continuation of AUTO 104A. Covers cylinder head overhaul, camshaft selection, and cylinder head assembly. The complete engine will be assembled in the lab.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**AUTO 105 AUTOMOTIVE POWER TRAIN****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100**Recommended Preparation:** AUTO 101 and 207

Operating principles, overhaul, and repair procedures of automotive power-trains, including clutches, multiple speed four-wheel drive transmissions, overdrives, drive line, differentials, and rear axles. Demonstrated lectures and practical experience in the laboratory on power-train components.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**AUTO 106A AUTOMOTIVE SUSPENSION AND ALIGNMENT****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100

Operating principles, design, diagnosis and overhaul of chassis suspension systems. Demonstrated lectures and practical experience in the laboratory performing suspension diagnosis and repair. Students will perform two and four wheel alignments using modern alignment equipment on "live" vehicles.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**AUTO 106B AUTOMOTIVE BRAKE SYSTEMS****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100

Operating principles, troubleshooting techniques, and repair of automotive disc and drum brake systems. Latest antilock brake systems (ABS) system theory and operation with scan tool analysis will be covered. Complete component overhaul, machining methods, and selection of materials for safe brake operation are also covered. Prepares the student for the State of California brake inspection license.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**AUTO 107 AUTOMATIC TRANSMISSION****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100

Operating principles, design, overhaul, adjustment, and servicing of front wheel drive (FWD) and rear wheel drive (RWD) automatic transmissions. Troubleshooting techniques utilizing scan tools for computer-controlled transmission diagnosis. Demonstrated lectures and laboratory work on automatic transmissions.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**AUTO 108 AUTOMOTIVE AIR CONDITIONING****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Prerequisite:** AUTO 100**Limitation on Enrollment:** Completion of EPA Section A609 Certification

Operating principles, design, diagnosis of vehicle heating and air conditioning systems. Emphasis is placed on diagnosis and troubleshooting of "live" vehicles.

Students are required to independently register, pay for, and complete the Section A609 certification within two weeks of class starting in order to remain enrolled.

Registration details will be provided by the instructor.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**AUTO 109 CALIFORNIA B.A.R. BASIC AREA CLEAN AIR CAR COURSE****5.0 Units 4.50 hours Lecture 1.50 hours Lab***Transfers: CSU*

**Recommended Preparation:** AUTO 100 and completion of or concurrent enrollment in AUTO 102, 103, or 202 This Bureau of Automotive Repair certified course meets the Level I requirements for taking the California B.A.R. licensed smog check inspector examination. Course content will include the study of proper vehicle inspection procedures, testing, diagnosis, and certification procedures following the current laws and regulations. For state certification, students must meet Bureau of Automotive Repair requirements.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**AUTO 200 ENHANCED AREA CLEAN AIR CAR COURSE****1.0 Unit 1.00 hour Lecture 1.00 hour Lab**

**Recommended Preparation:** AUTO 100 and 109 CA BAR Smog Program Level II Bureau of Automotive Repair (BAR) certified course meets one of the requirements for taking the State of California Bureau of Automotive Repair licensed repair smog check technician examination. Course content will include Acceleration Simulation Mode (ASM) emission inspection system operation (Dyno), Data Acquisition Device (DAD) operation and diagnostics. For state certification, students must meet Bureau of Automotive Repair specific requirements.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**AUTO 201 ADVANCED AUTOMOTIVE ELECTRICAL****3.0 Units 2.50 hours Lecture 1.50 hours Lab****Prerequisite:** AUTO 101**Recommended Preparation:** AUTO 100

Advanced automotive electrical-electronic systems cover strategy based diagnostic procedures for troubleshooting lighting, instrumentation, engine and body controls and other accessory circuits. Air bag theory, respective testing diagnostic procedures, and fuel system operation are included.

Grading Method: GR - Letter Grade or Pass/No Pass

NR



### **AUTO 202 ADVANCED ENGINE PERFORMANCE DIAGNOSIS**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** AUTO 100, 102 or 103  
Explores advanced engine and driveline performance diagnosis using the chassis dynamometer, digital storage oscilloscope, five-gas analyzer and other related test equipment on "live vehicles" to diagnose vehicle performance.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 205 ADVANCED SMOG UPDATE TRAINING**

**0.5 Unit 0.50 hour Lecture 1.00 hour Lab**

**Recommended Preparation:** AUTO 100, 102, 103, 109  
California Bureau of Automotive Repair (B.A.R.) approved update course covers the required emission update program. In-depth program covering current laws and regulations, ASM testing, and emission diagnostics used to inspect, test and repair late model vehicles.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 207 AUTOMOTIVE ENGINEERING FUNDAMENTALS**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** AUTO 100 and MATH 353  
The science and design of the modern automobile. Basic physics and related mathematical concepts are explained using the automobile as an example. In-class demonstrations and student participation provide the connection between theory and real world applications.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 220 ALTERNATIVE PROPULSION SYSTEMS**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** AUTO 100 and 207  
Study alternative vehicle propulsion systems that include compressed natural gas (CNG), propane, diesel, hydrogen fuel cell, hybrid and fully electric vehicle technology. Laboratory exercises include safety, operation, and maintenance of hybrid, fully electrical, and alternative propulsion vehicle systems.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 226 AUTOMOTIVE SERVICE CONSULTANT**

**2.0 Units 2.00 hours Lecture**

**Recommended Preparation:** AUTO 100  
Focuses on Automotive Service Consultants and their relationship to the processing of work within the automotive service facility. The actions, procedures and interaction with all personnel and their value will be discussed in detail. Correct completion and understanding of a repair order is covered. Time management and vehicle scheduling is discussed. Content is aligned with tasks identified by Automotive Service Excellence (ASE).

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 227 AUTOMOTIVE SERVICE MANAGEMENT**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** AUTO 100  
Introduction to an automotive service department as it pertains to management. Skill development for operating an automotive business, including service consulting, service management and communication practices. Instruction in federal, state and local regulations for operating a service department.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 229 DIESEL TECHNOLOGY**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Prerequisite:** AUTO 100

Diesel technology covers the design, construction, operation, diagnosis, service, and repair of both mobile and stationary diesel engines. The theory, operation, service, and diagnosis of diesel engines, engine control computers, fuel management systems, and emission control systems are covered in detail.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 231 HYBRID AND ELECTRICAL VEHICLE TECHNOLOGY**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** AUTO 100 and 207  
The extensive study of hybrid, plug-in hybrid, and electrical vehicle powertrain systems. Laboratory exercises include safety, operation, maintenance and repair of hybrid, plug-in hybrid and electrical vehicle powertrain systems.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **AUTO 232 DIESEL SYSTEMS TECHNOLOGY**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Prerequisite:** AUTO 100

Covers the design, construction, operation, diagnosis, service, maintenance and repair of both mobile and stationary diesel vehicle systems and equipment. The theory, operation, service and diagnosis of diesel powered vehicles and equipment, engine control computers, fuel management systems, braking systems, powertrain, propulsion systems, and emission control systems are covered in detail.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **AUTO 235 BASIC AUTOMOTIVE TIRE SERVICE (ATS) & TPMS MONITORING**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Recommended Preparation:** AUTO 100

Basic Automotive Tire Service (ATS) is a Tire Industry Association (TIA) 200-level minimum skills training and certificate program that outlines and explains the guidelines for servicing passenger and light truck tire and wheel assemblies. It includes the step-by-step procedures for: lifting the vehicle; removing the assembly; demounting, mounting and inflating; balancing; tire repair; and wheel installation. Basic ATS places special emphasis on the relationship between torque and clamping force so technicians have a thorough understanding of the necessary steps to ensure wheel retention on steel and aluminum wheels. Advanced Tire Pressure Monitoring Systems (TPMS) is a 250-level TIA program that focuses on the manufacturer-specific requirements for the most popular domestic and import vehicle/sensor manufacturers.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **BIO-Biology**

### **BIO 3C BIOCHEMISTRY AND MOLECULAR BIOLOGY**

**5.0 Units 3.00 hours Lecture 6.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** BIO 3AH or BIO 4A and CHEM 12A

**Recommended Preparation:** BIO 22

An introduction to biochemistry and molecular biology. Included are discussions of biological molecules, energy production, metabolic pathways and regulation, genetic code and genomics, DNA replication, transcription and RNA processing, translation, and gene regulation. Laboratory activities will include chromatography, cell fractionation, centrifugation, protein purification, electrophoresis, and recombinant DNA methods. This course is designed for biology majors and health pre-professionals. Field trips may be required to fulfill the objectives of the course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **BIO 4A PRINCIPLES OF CELLULAR BIOLOGY**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CHEM 1A

Covers the principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, molecular genetics, classical/Mendelian genetics, cell metabolism including photosynthesis and respiration, and cellular communication. The philosophy of science, methods of scientific inquiry and experimental design are foundations to the course.

Intended for biology majors completing the Biology AS-T degree; may also be taken by Biology A.S. majors. Field trips may be required to fulfill objectives of the course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: BIOL 190

### **BIO 4B PRINCIPLES OF ORGANISMAL BIOLOGY**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** BIO 4A

A survey of the basic biology and diversity of unicellular and multicellular organisms. It emphasizes general biological principles, classification, structure, function and evolutionary adaptations of organisms (including plants, fungi, animals, and unicellular organisms) to their environments. Intended for biology majors completing the Biology AS-T degree; may also be taken by Biology A.S. majors. Field trips may be required to fulfill the objectives of the course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: BIOL 140



**BIO 11 HUMAN ANATOMY****4.0 Units 2.00 hours Lecture 6.00 hours Lab***Transfers: CSU, UC***Prerequisite:** BIO 20 or one year of high school biology with a grade of "C" or better

Analysis of the structure of the human body using all systems approach. Emphasis is placed on the relationship between structure and function. Laboratory emphasis on use of the light microscope, histology, and gross anatomy, including cat dissection. Designed for biology majors and health pre-professionals.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: BIOL 110B

**BIO 12 HUMAN PHYSIOLOGY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** CHEM 108 or one year of high school chemistry with a grade of "C" or better and BIO 11

Focuses on the functioning and integration of the major organ systems to maintain homeostasis within the human body. Emphasis will be placed on the cardiovascular, reproductive, urinary, lymphatic, integument, endocrine, respiratory, digestive, and nervous systems. Additional content covered includes skeletal muscle physiology, bone physiology, metabolism, water-salt balance, and thermoregulation. It is designed for biology majors and health pre-professionals.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: BIOL 120B

**BIO 15 GENERAL MICROBIOLOGY****5.0 Units 3.00 hours Lecture 6.00 hours Lab***Transfers: CSU, UC***Prerequisite:** BIO 20 or one year of high school biology with a grade of "C" or better and CHEM 108 or one year of high school chemistry with a "C" or better**Recommended Preparation:** BIO 11

An examination of the fundamental biological concepts as they apply to viruses, bacteria, fungi, helminths and protozoa. Emphasis is placed on the prokaryotic cell. Theoretical as well as practical applications are discussed in such topics as bacterial cell structure, metabolism, genetics and mechanisms of infectious disease. Human immune defenses, chemotherapy and antibiotics are also discussed. Includes laboratory techniques and methods.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**BIO 19 MARINE BIOLOGY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** College-level introductory biology course (BIO 20)

Study of marine life including the description, distribution and natural history of marine organisms and their ecological relationships with the marine environment. Marine life of Southern California will be studied with an emphasis on ecology and adaptations. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**BIO 20 INTRODUCTION TO BIOLOGY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Integrated study of the basic principles of biology, with emphasis on the principles of structure and function, genetics, development, evolution, and ecology. Discussion of the philosophy, concepts and implications of modern biology will be included. Field trips may supplement laboratory work.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**BIO 22 HUMAN GENETICS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** BIO 20

Focuses on the processes of DNA replication, DNA recombination, gene expression, and mutation in diploid organisms. Includes a survey of human genetics and genetic disorders. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**BIO 28 PLANTS AND HUMAN AFFAIRS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to the importance of plants and their products, in the shaping of human affairs and civilization. The history of agriculture, the utilization of plant products, and current environmental and social issues surrounding agriculture, including genetic engineering will be covered. For non-science majors.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**BIO 30 HUMAN BIOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** BIO 20

A general introduction to human structure, functions, genetics, evolution, and ecology. The human organism is examined from the basic cellular level and genetics, through organ systems, to interaction with the outside world. Pertinent health topics such as nutrition, exercise and modern medical advances are also discussed.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**BIO 31 BIOLOGY OF PLANTS****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Students will learn basic biological principles that are common to all eukaryotes and those that are specific to plants. The course introduces students to the anatomy, physiology, genetics, evolution, ecology and human uses of vascular plants. Laboratory exercises may include greenhouse and field trip activities.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BIO 40 EVOLUTION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to the theory of evolution. Emphasis will be placed on both the theory of evolution and the evidence for evolution. A non-majors course for students with little background in the sciences. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BIO 43 ANIMAL BEHAVIOR****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** BIO 20

Analysis of the genetic, chemical, environmental, and experimental determinants of animal behavior. Discussions of gross manifestations and mechanisms of animal behavior will also be included. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BIO 45 BIOLOGY OF HUMAN DISEASE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** BIO 20 or an Introductory Biology college level biology course

A basic introductory course on human diseases and disease processes. Relates disease and the disease process to the human anatomical and human physiological systems. This course does not meet the requirements of anatomy, physiology, or pathophysiology for nursing students.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BIO 49 RESEARCH IN BIOLOGY AND BIOCHEMISTRY A****1.5 Units 0.50 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Corequisite:** BIO 4A

Provides a foundation for laboratory and/or field experience for advanced students in the biological sciences. Focuses on application of the scientific method through hypothesis generation and experimental design. Students will learn good laboratory practices, equipment use and care, and standard laboratory safety procedures and bioethical concerns associated with research. Credit may be earned for BIO 49 or 49H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BIO 49H HONORS RESEARCH IN BIOLOGY AND BIOCHEMISTRY A****1.5 Units 0.50 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Corequisite:** BIO 4A

Provides a foundation for laboratory and/or field experience for advanced students in the biological sciences. Focuses on application of the scientific method through hypothesis generation and experimental design. Students will learn experimental design, science literature fluency, science writing and presentation, good laboratory practices, equipment use and care, and standard laboratory safety procedures and bioethical concerns associated with research. (HONORS: Original hypothesis-based research project and presentation are required to fulfill the objectives of the course.) Credit may be earned for BIO 49 or 49H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BIO 50 RESEARCH IN BIOLOGY AND BIOCHEMISTRY B****1.5 Units 0.50 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** BIO 4A or BIO 11

Provides advanced laboratory and field experience for students in the biological sciences. Continues the student's research experience with explicit laboratory and/or fieldwork focusing on equipment use and care, data collection, analysis, and interpretation, verbal and written presentation of results, and standard laboratory safety procedures and bioethical concerns associated with research. Credit may be earned for BIO 50 or 50H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 50H HONORS RESEARCH IN BIOLOGY AND BIOCHEMISTRY B**

**1.5 Units 0.50 hour Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** BIO 4A or BIO 11

Provides advanced laboratory and field experience for students in the biological sciences. Continues the student's research experience with explicit laboratory and/or fieldwork focusing on equipment use and care, data collection, analysis, and interpretation, verbal and written presentation of results, and standard laboratory safety procedures and bioethical concerns associated with research. (HONORS: Original hypothesis-based research and research presentation may be required to fulfill the objectives of the course.). Credit may be earned for BIO 50 or 50H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 110 HUMAN ANATOMY DISCUSSION**

**1.0 Unit 1.00 hour Lecture**

*Transfers: CSU*

**Corequisite:** BIO 11

This discussion course affords students enrolled in BIO 11, Human Anatomy, the opportunity to develop background information, problem solve, extend discussion and exchange ideas concerning human structure. Discussion focuses on anatomical components and other key topics covered in BIO 11 as well as background information not generally covered in lecture. Designed to help students succeed in their study of human anatomy.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 112 PATHOPHYSIOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Prerequisite:** BIO 12

A study of the functional changes associated with, or resulting from, disease or injury in human nervous, muscular, skeletal, endocrine, cardiovascular, respiratory, excretory, digestive, and reproductive systems. Special emphasis will be placed on the relationship between the normal physiology and the physiological basis of the disease process with special references to clinical correlations. Designed for students pursuing a nursing degree.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 113 HUMAN ANATOMY AND PHYSIOLOGY**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Examines the relationships between human anatomical and human physiological systems. The laboratory will include dissection. This course does not meet the requirements of neither anatomy nor physiology for nursing students.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 120 HUMAN PHYSIOLOGY DISCUSSION**

**1.5 Units 1.50 hours Lecture**

*Transfers: CSU*

**Corequisite:** BIO 12

Designed to afford students enrolled in BIO 12, Human Physiology, the opportunity to develop background information, problem solve, extend discussion and exchange ideas concerning the function and integration of human organ systems. Discussions focus on physiological components and other key topics covered in BIO 12, as well as background information not generally covered in the lecture. Designed to help students succeed in their study of human physiology.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 230 COASTAL ECOSYSTEMS FIELD STUDIES**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

Study of the ecology of the coastal environments.

Includes origin of estuaries, morphology and parameters of estuarine basins, estuarine shores and substrates, and flora and fauna identification. Taught in the field.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 234 EXTENDED ISLAND ECOSYSTEMS FIELD STUDIES**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

Explores the natural history and ecology of Island Ecosystems. Includes an overview of the climate, evolutionary history, biogeography, community structure, natural history, and ecology of the plants, mammals, birds and insects of islands. Students also have the opportunity to gain an understanding of basic field techniques. Involves field study with required preliminary class meetings at Saddleback College. Students are responsible for transportation and costs associated with travel, camping equipment, and related expenses.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BIO 235 EXTENDED MOUNTAIN ECOSYSTEM FIELD STUDIES**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

Explores the natural history and ecology of mountain ecosystems. Includes an overview of the climate, evolutionary history, biogeography, community structure, natural history, and ecology of the plants, mammals, birds and insects of mountain ranges.

Students also have the opportunity to gain an understanding of basic field techniques. Includes field study with required preliminary class meetings at Saddleback College. Students are responsible for transportation and costs associated with travel, camping equipment, and related expenses.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## BUS-Business

### **BUS 1 INTRODUCTION TO BUSINESS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Business concepts and practices; develops knowledge, thinking skills, and related business skills with regard to forms of ownership, management, finance, marketing, production, competition, technologies, global business, entrepreneurship, legal considerations, controls through which business organizations operate and other aspects of business.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: BUS 110

### **BUS 1H HONORS INTRODUCTION TO BUSINESS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Provides awareness of functions of business in society. Promotes an appreciation for business ownership; competition; and the systems, technology, and controls through which business organizations operate. Provides the opportunity for developing critical thinking skills regarding the role business plays in global economics and its effects on people. Off campus travel may be required to meet course objectives. Credit may be earned for BUS 1 or 1H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

### **BUS 10 BUSINESS STATISTICS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better

The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from business and economics.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **BUS 13 LEGAL ENVIRONMENT AND BUSINESS LAW**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Fundamental legal principles pertaining to business transactions, legal processes, and law as an instrument of social and political control in society. Topics include sources of law and government regulations, ethics, contracts, torts, crime, agency and employment law, dispute resolution in and out of court, real and personal property, intellectual property, environmental law, bankruptcy, and business organizations.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: BUS 120

### **BUS 13H HONORS LEGAL ENVIRONMENT AND BUSINESS LAW**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Fundamental legal principles pertaining to business transactions, legal processes, and law as an instrument of social and political control in society. Topics include sources of law and government regulations, ethics, contracts, torts, crime, agency and employment law, dispute resolution in and out of court, real and personal property, intellectual property, environmental law, bankruptcy, and business organizations. Credit may be earned for BUS 13 or 13H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

### **BUS 16 PERSONAL LAW, STREET LAW**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Law for the individual and family for lifelong decision-making. Topics include law and society in the U.S. and around the world, role and purpose of lawyers in the U.S., legal issues associated with marital and family relationships, impairment of physical and mental health, property ownership, insurance coverage, employment, contracts, crime, torts, estate planning, housing, courts, finances, credit, identity theft, dispute resolution, personal privacy, consumer protection, and advocacy in the community and globally. Emphasis is on community-based service learning and preventive law to minimize negative consequences associated with legal problems and achieve optimal results in legal decision making and transactions.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**BUS 21 BUSINESS ETHICS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This course introduces students to business ethics and examines how individual morals and values, social circumstances and organizational environments affect decision making. Students will examine ethical concepts, including social responsibility, and current and emerging ethical issues, such as sustainability, technology, discrimination, and globalization. The course explores an ethical decision-making framework that integrates concepts from philosophy, psychology, sociology, and organizational behavior; reviews the evolution of ethical philosophies; and demonstrates how to develop and implement effective ethics programs in organizations. Case studies and current events provide opportunities for analysis, reflection, and application.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 102 ORAL BUSINESS COMMUNICATIONS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Workplace oral communications skills and concepts, including the communication process, organizational theory, cultural awareness, critical listening, critical thinking, interpersonal communication, teamwork, meeting and leadership skills, interviewing, briefing, business etiquette, nonverbal communications, and reduction of communication anxiety. Students apply effective communication skills to real business situations. Students practice interviewing others and being interviewed. Students create and deliver business-based presentations using presentation software; they apply steps of locating, evaluating, and synthesizing data using databases and other appropriate sources, plus outlining, and delivering content.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 103 BUSINESS ENGLISH****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Correct English usage in business environments. Provides comprehensive instruction of grammar, punctuation, spelling, usage, and style as well as sentence structure. Needed for clear, concise, effective writing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 104 BUSINESS COMMUNICATION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** BUS 103 or ENG 1A or ENG 1AH**Recommended Preparation:** CIMA 108

Principles and styles of effective written business communications. Analyze business case studies to create appropriate business documents, such as letters, memorandums, reports, proposals, requests for proposals (RFPs), instructions, employment-related documents, as well as email and other online written business communications. Develop planning, organizing, and outlining skills as well as editing proficiency. Improve ethical, cultural, gender, and other awareness, grammar skills, writing style, and formatting skills. Participate in team and online assignments.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: BUS 115

**BUS 105 SOCIAL MEDIA MARKETING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Social media implications, opportunities, and challenges for business and communications professions. Students will participate in content creation. They will learn practical, ethical, and effective use of an array of social media sites, applications, and resources. They will evaluate the impact, effectiveness, and design of various elements of social media marketing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 106 LEGAL ASPECTS OF ENTREPRENEURSHIP****2.0 Units 2.00 hours Lecture***Transfers: CSU*

Examines the legal implications involved in the creation, acquisition, and/or sale of a new business, profit or non-profit. Specific legal theory covering business formation, contract and lease negotiation, enforcement, protection of intellectual property, cyber law, employment law, contracts, and regulatory compliance including tax, environmental and labor issues.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 109 E-COMMERCE MARKETING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

**Recommended Preparation:** BUS 135 Marketing and/or BUS 105 Social Media Marketing

Explores the operations, platforms, status, ethics, and emerging technologies of electronic commerce (e-commerce) from a marketer's perspective. Investigates a wide range of current, continuing, and emerging electronic commerce issues and implications for marketers in the dynamic e-commerce environment.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**BUS 118 BUSINESS LEADERSHIP****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Prepares students for formal and informal leadership positions through the study of leadership theories and the development of leadership skills. The course examines leadership and cultivates the development of self as a leader, an understanding and application of problem-solving approaches, and an understanding and management of situational factors affecting leadership. Topics include leadership attributes, values, ethics, character, behavior, motivation, power, influence, decision making, and problem solving, as well as follower motivation, satisfaction, engagement and development, and team leadership.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 120 BUSINESS MANAGEMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Active learning approach to management concepts and practices: leading, planning, organizing, directing, controlling, making decisions. Develops and improves management skills in communicating, thinking critically, motivating, identifying/using resources, and making business/workplace decisions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 125 HUMAN RELATIONS IN BUSINESS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Management and development of effective human relations in business organizations. Focuses on people's responses to their work environment; creates awareness of policies and actions that prevent or resolve problems among individuals within groups; addresses effective communicating, motivating, team building skills, project management, and conflict resolution. Develops confidence and leadership; teaches methods of inquiry used in assessing management techniques; stimulates critical thinking about human organizational challenges, workforce diversity, and solutions aimed at greater productivity of individuals, groups, and customer service. Learn how to work effectively with colleagues and customers.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 135 MARKETING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Marketing and its functions in organizations and society. Examines the strategic marketing process including planning, implementation, and evaluation. Covers various marketing strategies, such as segmentation, targeting, positioning, and marketing mix (product, price, place, and promotion) and explores how they contribute to the company's competitive advantage. Includes both classic and contemporary marketing tools, including interactive marketing, such as social media, mobile marketing, and e-commerce. Students apply concepts in case studies and simulations and create a marketing plan.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 136 PRINCIPLES OF RETAILING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Study of merchandising, marketing, management, staffing, buying, pricing, transaction/stock control, location, layout, service, e-commerce and digital marketing, consumer behavior and service, and current problems and trends as they apply to the retailing of goods and services.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 137 PROFESSIONAL SELLING****FUNDAMENTALS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Principles, problems, and techniques of one-on-one selling of ideas, products, and services in today's business world. Practical experience via guided role-playing with techniques for success as a sales professional. Covers psychological and social aspects of buyer motivation, critical thinking, ethics, and presentation tools and skills as appropriate for personal selling.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 138 ADVERTISING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Contemporary advertising. Examines strategies, design, media selection, ethics, diversity, and inclusion. Addresses good copy, layout, and production of print and electronic media, including email, e-marketing, e-retailing, web sites, and social media. Covers profit and non-profit organizations; addresses business to business and business to consumer communications. Also listed as CTVR 138. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 150 INTERNATIONAL BUSINESS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

A comprehensive overview of international business focusing on U. S. and world cultural differences related to global business concepts and the issues and trends influencing global business decision-making. Includes analysis of economic, historical, cultural, social, technological, ethics and legal, environmental, educational, and language implications; emerging markets; international trade; foreign investments; financial markets; entrepreneurship; international management; and international business strategic planning issues and trends.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 160 ENTREPRENEURSHIP****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Proven principles of successful entrepreneurship and the steps necessary to create and sustain a new business. Includes creation of a business plan. Practical hands-on business course designed for students interested in starting their own business or for the new business owner. Fulfills Entrepreneurship certificate and degree requirements. Students will learn opportunity assessment, target markets, financial measurement metrics, legal considerations, and operational and management issues. Benefits and risks of business ownership; management and marketing a business from an entrepreneurial perspective. Students will create a business plan and develop strategies to secure financing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 172 FINANCIAL LITERACY****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Financial literacy for small businesses and individuals. Includes skills related to managing personal finances, budgeting, tracking spending and investing, creating and achieving financial goals, insurance, debt, credit, compound interest, and time value of money. Investment topics include common and preferred stock, government and corporate bonds, mutual funds, real estate, and other financial securities. Also covered are structure and operation of financial markets, financial and investment information gathering, and using management tools for investing. Lifelong financial planning, comprehensive insurance coverage, tax planning, paying for college, pension, retirement, and estate planning issues are addressed, as well as effects of achieving/not achieving financial security on psychological and physiological health.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 182 LOGISTICS AND TRANSPORTATION MANAGEMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Practical knowledge and skills in logistics and traffic management, including logistics procedures and management, distribution and transport, modes of transportation (air, sea, road, rail), operators and forwarders, multimodal transport, cargo types, container types, key performance indicators, logistics technology including RFID and ERP: systems, documentation, and clearance processes, and international logistics and transport.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 183 INTEGRATED SUPPLY CHAIN MANAGEMENT AND DEMAND PLANNING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Provides students with knowledge and skills necessary for integrated supply chain management and demand planning. Prepares students for designing and managing supply chains for logistics and cost efficiencies and customer satisfaction. Investigates operations planning, scheduling, and sequencing; forecasting and timely planning of orders, materials, capacity, and labor; supply chain networks, efficient product flows, distribution strategies, fulfillment options, and network designs. Prepares students to use technologies in supply chain management for effective supply management, including procurement fundamentals, purchasing processes, and strategic sources.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 196 WORKPLACE SUCCESS SKILLS****1.0 Unit 1.00 hour Lecture***Transfers: CSU*

Teaches the employability skills needed to succeed in a professional career field or work organization. The focus of this class is to teach students transferable skills necessary to succeed in the ever-changing workplace through teamwork, problem-solving, communication, self-management and responsibility, and career readiness. Students will enhance soft skills, workplace skills, interpersonal skills, communication skills, and leadership skills.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 205 BUSINESS MATH****3.0 Units 3.00 hours Lecture**

Mathematics used to solve typical business problems including simple interest, compound interest, installment sales, trade and cash discounts, markup percents, pricing, discounting notes and drafts, depreciation, taxes, insurance, business statistics, stocks and bonds, and distribution of ownership and profits. (formerly ACCT 214)

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**BUS 223 HUMAN RESOURCE MANAGEMENT****3.0 Units 3.00 hours Lecture**

Introduction to human resource management. Topics include HR procedures related to hiring and termination processes, employee evaluations, compensation and benefits, taxes, privacy, employee contracts and employee handbook or policy manual, personnel administration, labor relations, and workforce diversity, training, and development.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 224 MONEY, BANKS, AND FINANCIAL INSTITUTIONS****3.0 Units 3.00 hours Lecture**

Provides students with understanding of the nature and role of money, banks, financial institutions, and monetary policy in the broader economy. Investigates banking regulations, ethics, financial instruments, and markets, including bonds, stocks, derivatives, and currency exchange. Surveys the role of banks, central banking, and monetary policy in the context of global financial markets and addresses unconventional policy tools, such as quantitative easing and forward guidance, and emerging payment developments, such as cryptocurrencies. This course is a component of student preparation to work in the banking and finance industries.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 225 PRINCIPLES OF BANKING****3.0 Units 3.00 hours Lecture**

Provides students with knowledge and skills for careers in banking and financial services. Explores the banking industry and regulations, bank roles and responsibilities, and bank organization and operations management, including performance, compliance, risk, and capital and liquidity management. Identifies and describes bank products and services including deposit accounts, payments, lending, personal financial planning, and business and international banking. Examines marketing, sales, and customer-service methods used to build customer relationships. Explains how banks safeguard customer data, authenticate transactions, and protect against fraud.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 226 WAREHOUSE AND INVENTORY MANAGEMENT****3.0 Units 3.00 hours Lecture**

Prepares students for warehousing and inventory logistics management. Topics include: warehousing logistics, functions, and costs; warehouse structure and operations; warehouse and inventory technologies; minimizing health and safety risks; strategic retail value chain; strategic replenishment; inventory stock analysis: demand forecasting, planning and controlling stock levels; inventory security and loss prevention.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 227 EMPLOYMENT LAW****3.0 Units 3.00 hours Lecture**

Provides students with knowledge and skills related to current employment laws, including recruitment and hiring, discrimination, compensation, benefits, health and safety, employer rights and duties, employee rights and duties, privacy concerns, collective bargaining, termination, dispute resolution, and other topics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 229 ORGANIZATIONAL BEHAVIOR****3.0 Units 3.00 hours Lecture**

Provides students with an understanding of the behavior of people in organizations. Explores human behavior at the individual, interpersonal, and group levels and effects of organizational structure on each. Emphasizes managerial roles, ethics, and behavior in multi-cultural contexts, as well as practices and methods within organizations that facilitate or hamper effective behavior. Includes communication, motivation, group dynamics, leadership, power, organizational design and development, virtual environments, and other topics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 230 CUSTOMER SERVICE AND ORDER FULFILLMENT****1.0 Unit 1.00 hour Lecture**

Skills and knowledge required for successful, effective customer service. Respond appropriately to customer requests, inquiries, or complaints. Apply listening skills, use positive communication skills, and develop and implement customer retention strategies. Match customer needs with products and services. Learn and practice order fulfillment procedures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**BUS 231 LEGAL ASPECTS AND ETHICS IN BANKING****2.0 Units 2.00 hours Lecture**

Explores legal aspects and ethics for conducting the business of banking. Covers key legal requirements affecting banks and bankers, as well as core language critical to understanding banking. Explores ethical standards expected of financial services professionals and provides guidance on developing a sound ethical framework to handle common ethical dilemmas. Topics include corporate responsibility, safety and soundness, contracts, negotiable instruments, collections and returns, deposits, lending, information reporting, and fair banking practices. Provides the critical legal knowledge that every student of banking should know.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BUS 237 FINANCING THE ENTREPRENEURIAL BUSINESS**

**1.5 Units 1.50 hours Lecture**

Designed for entrepreneurs and future entrepreneurs as an introduction to the world of financing for new and existing businesses. Key topics include ways to find money and prepare for the fundraising process, types of financing and investors, basic guidelines of financing, principles and content of term sheets, methods to determine value of companies, and types of exit strategies.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BUS 260 SURVEY OF EXPORTING AND IMPORTING**

**3.0 Units 3.00 hours Lecture**

Global trade. Exporting and importing procedures and regulations. Emphasizes international agreements, global marketing, channels of distribution, pricing, contracts, roles of United States government, organizations and agencies, customs brokers, duty rates, harmonized tariff schedule, basic laws and regulations affecting exports and imports, access, currency exchange and payment methods, tax implications, financing, letters of credit, documentation, country and commodity trade patterns, entrepreneurship. Students will research and prepare an importing plan for a given country, including an analysis of the relevant US governmental regulations.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **BUS 402NC ORAL BUSINESS COMMUNICATIONS**

**0.0 Unit 3.00 hours Lecture**

Workplace oral communications skills and concepts, including the communication process, organizational theory, cultural awareness, critical listening, interpersonal communication, teamwork, meeting and leadership skills, interviewing, briefing, business etiquette, nonverbal communications, and reduction of communication anxiety. Students apply effective communication skills to real business situations. Students practice interviewing others and being interviewed. Students create and deliver business-based presentations using presentation software; they apply steps of locating, evaluating, and synthesizing data using databases and other appropriate sources, plus outlining, and delivering content.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

### **BUS 405NC BUSINESS MATH**

**0.0 Unit 3.00 hours Lecture**

Reviews mathematics used to solve typical business problems including simple interest, compound interest, installment sales, trade and cash discounts, markup percent, pricing, discounting notes and drafts, depreciation, taxes, insurance, statistics, stocks and bonds, and distribution of ownership and profits.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

### **BUS 421NC NONPROFIT BUSINESS MANAGEMENT**

**0.0 Unit 2.00 hours Lecture**

Course covers management best practices for leading a nonprofit organization. Covers major areas of responsibility for nonprofit leaders, including mission, strategy, managing employees and volunteers, social enterprise, operations, board governance, and marketing and social media.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-99

### **BUS 422NC NONPROFIT BUSINESS FINANCE**

**0.0 Unit 2.00 hours Lecture**

This course covers the finance and development (fundraising) aspects of a nonprofit organization. Covers major areas of responsibility for nonprofit finance, including understanding financial statements, budgeting, resource allocation, and grant writing.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-99

### **BUS 423NC LEGAL ASPECTS OF NONPROFIT ORGANIZATIONS**

**0.0 Unit 1.00 hour Lecture**

**Recommended Preparation:** BUS 422NC

Legal aspects of starting and operating a nonprofit organization including legal structure, receiving and maintaining tax-exempt status, trustee and director liability, and Internet considerations.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-99

**BUS 425NC HUMAN RELATIONS****0.0 Unit 3.00 hours Lecture**

Management and development of effective human relations in business organizations. Focuses on people's responses to their work environment; creates awareness of policies and actions that prevent or resolve problems among individuals within groups; addresses effective communicating, motivating, team building skills, project management, and conflict resolution. Develops confidence and leadership; teaches methods of inquiry used in assessing management techniques; stimulates critical thinking about human organizational challenges, workforce diversity, and solutions aimed at greater productivity of individuals, groups, and customer service. Learn how to work effectively with colleagues and customers.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**BUS 430NC INTERCULTURAL COMMUNICATIONS IN BUSINESS****0.0 Unit 3.00 hours Lecture**

Introduction to traditional and critical theories, concepts, and principles regarding communication between people with various cultures, experiences, and backgrounds. Practical applications of theory and research to communication in various business contexts and situations, such as interpersonal relationships, small groups, modern working environments, leadership and supervision, workplace conflict, teams, and others will be explored and practiced. The impact of changing demographics on business and communication will be examined through cases, current events, and actual business contexts.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**BUS 472NC FINANCIAL LITERACY****0.0 Unit 3.00 hours Lecture**

Managing personal finances, budgeting, tracking spending and investing, creating and achieving financial goals, insurance, debt, credit, compound interest, and time value of money. Presents skills for lifelong financial planning, comprehensive insurance coverage, tax planning, paying for college, pension, retirement, and estate planning. Investment topics include common and preferred stock, government and corporate bonds, mutual funds, real estate, and other financial securities. Also covered are information gathering and tools for investing.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**BUS 496NC WORKPLACE SUCCESS SKILLS****0.0 Unit 1.00 hour Lecture**

Teaches the employability skills needed to succeed in any professional career field and work organization. The focus of this class is to teach students transferable skills necessary to succeed in the ever-changing workplace through teamwork, problem-solving, communication, self-management, and career readiness. Students will enhance basic soft skills, workplace skills, interpersonal skills, communication skills, and leadership skills.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**CDE-Child Development and Education****CDE 7 CHILD GROWTH AND DEVELOPMENT****3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or 1AH

Examines the progression and milestones of development in the physical, cognitive, social, and emotional domains for children from conception through adolescence. Emphasis on interactions between biological processes and environmental factors. Students will observe children, evaluate individual differences, and analyze characteristics at various stages according to developmental theories. DS1. CAP Aligned.

Grading Method: GN - Letter Grade only  
NR  
C-ID: CDEV 100

**CDE 15 CHILD, FAMILY, AND COMMUNITY****3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or 1AH

An examination of the developing child, birth through high school, in a societal context focusing on the interrelationship of family, school and community with an emphasis on historical, cultural, and political factors that influence the process of socialization including identity development. Highlights the importance of respectful, reciprocal relationships that support and empower families. Major theoretical perspectives will be examined. DS2, CAP Aligned.

Grading Method: GN - Letter Grade only  
NR  
C-ID: CDEV 110

**CDE 18 EXCEPTIONAL CHILDREN****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** Eligibility for ENG 1A or 1AH

An introduction to special education for K-12 students. Offers a survey and study of various characteristics of exceptional children. The primary focus will be on the categories of children with disabilities, but will include children at risk, and children from culturally diverse backgrounds. 30 hours of fieldwork are required in a variety of settings with special education students. DS5. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CDE 31 EDUCATIONAL PSYCHOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** Eligibility for ENG 1A or 1AH

Provides an introductory examination of central theories of human development and learning in their application to contemporary educational settings including abilities, intelligence, social and emotional factors, and principles of learning. This course is intended for students preparing to teach elementary, middle, or high school (K-12).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CDE 41 SECONDARY SCHOOL TEACHING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** Eligibility for ENG 1A or 1AH

History, philosophy and sociology of secondary education. Introduction to the California Teaching Performance Expectations and Assessments; needs of special populations, English learners, and struggling readers; content standards including Career Technical Education; and major curriculum reform documents. In addition, students will gain experience through a minimum of 45 hours of required field work in a California public middle or high school as follows: 35 hours at one site and 10 hours in various other sites/activities.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CDE 90 INTRO TO ELEMENTARY EDUCATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** CDE 7 and eligibility for ENG 1A or 1AH

Introduces concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in California public school elementary general education classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher.

Grading Method: GN - Letter Grade only  
NR

C-ID: EDUC 200

**CDE 101 PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** CDE 7 and eligibility for ENG 1A or ENG 1AH

Historical contexts and theoretical perspectives of developmentally appropriate practice in early care and education for children birth through age eight. Explores the typical roles and expectations of early childhood educators. Identifies professional ethics, career pathways, and professional standards. Introduces best practices for developmentally appropriate learning environments, curriculum, and effective pedagogy for young children including how play contributes to children's learning, growth, and development. DS3, CAP aligned.

Grading Method: GN - Letter Grade only  
NR

C-ID: ECE 120

**CDE 110 INTRODUCTION TO CURRICULUM****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** CDE 7 and CDE 101**Limitation on Enrollment:** Proof of current state mandated immunizations and negative TB test required for participation.**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Developmentally appropriate curriculum and environments for children birth through age eight. Students will use knowledge of children's development, theories of learning and development, and examples from various models of developmentally appropriate practice to plan environments and curriculum in all content areas to support children's development and learning integrated throughout indoor and outdoor settings. Requires a minimum of 49.8 hours lab in an approved setting. Supervising teacher must be eligible for a CA Master Teacher Permit. DS3, CAP Aligned.

Grading Method: GN - Letter Grade only

NR

C-ID: ECE 130

**CDE 111 CHILD GUIDANCE AND COMMUNICATION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** Eligibility for ENG 1A or 1AH

Introduction to the study of developmentally appropriate child guidance skills. Emphasis will be on communicating effectively with children, guiding children of varying ages, promoting self-control, and enhancing self-esteem. Letter grade only. CAP Aligned. DS3.

Grading Method: GN - Letter Grade only

NR

**CDE 112 HEALTH, SAFETY, AND NUTRITION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** CDE 101, CDE 7, and eligibility for ENG 1A or ENG 1AH

Laws, regulations, standards, policies, procedures, and best practices related to health, safety, and nutrition in care and education settings for children birth through middle childhood. Includes the teacher's role in prevention strategies, nutrition and meal planning, integrating health safety and nutrition experiences into daily routines, and overall risk management. DS7, CAP Aligned.

Grading Method: GN - Letter Grade only

NR

C-ID: ECE 220

**CDE 113 MATH AND SCIENCE CURRICULUM****EARLY CHILDHOOD EDUCATION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** CDE 101, CDE 7, CDE 110, and eligibility for ENG 1A or ENG 1AH

Presents an integrated approach to developmentally appropriate science and math curriculum in early childhood settings for children 0-8. Includes use of state and national resources and standards, best practices in environmental design, and effective strategies for interactions, instruction, assessment, and documentation. Experiences planned on observation of children's interests and abilities will be emphasized. Does not count towards G.E. requirements in science or mathematics. Letter grade only.

Grading Method: GN - Letter Grade only

NR

**CDE 114 CREATIVE ART CURRICULUM FOR YOUNG CHILDREN****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** CDE 101, CDE 7, CDE 110, and eligibility for ENG 1A or ENG 1AH

Presents theoretical foundations and developmentally appropriate practices for selecting appropriate and various materials and media, designing supportive environments, and utilizing supportive interactions in the areas of creative, visual, and performing arts for young children ages 0-5. Includes review of state and national standards and best practices.

Grading Method: GN - Letter Grade only

NR

**CDE 115 LITERACY CURRICULUM IN EARLY CHILDHOOD EDUCATION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** CDE 101, CDE 7, CDE 110, and eligibility for ENG 1A or ENG 1AH

Presents current research and best practices for teaching literacy in early childhood settings serving children ages 0-5. Material selection, and integrated activities, indoor and outdoor environments and assessment methods will be covered.

Grading Method: GN - Letter Grade only

NR

**CDE 117 TEACHING IN A DIVERSE SOCIETY****3.0 Units 3.00 hours Lecture***Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 7, CDE 15, and eligibility for ENG 1A or ENG 1AH  
 Examination of the impact of various societal influences on the development of children's social identity within a diverse society including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various classroom strategies will be explored emphasizing culturally, linguistically and developmentally appropriate, inclusive, and anti-bias approaches supporting all children in becoming competent members of a diverse society. Course includes self-examination and reflection on issues related to social identity, stereotypes and bias, and social and educational access and schooling. CAP aligned.  
 Grading Method: GN - Letter Grade only  
 NR  
 C-ID: ECE 230

**CDE 119 CHALLENGING BEHAVIORS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

**Recommended Preparation:** CDE 7 and eligibility for ENG 1A or ENG 1AH  
 Appropriate for classroom teachers in various settings, students will identify developmentally appropriate behaviors, challenging behaviors and the various influences that effect children's behavior. Students will analyze children's behaviors and select strategies to make positive changes. Emphasizes the connection between children's social and emotional development and their success in the classroom, and how the teachers' perceptions, experiences, and behavior influence child behaviors.  
 Grading Method: GN - Letter Grade only  
 NR

**CDE 120 OBSERVATION AND ASSESSMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 110, and eligibility for ENG 1A or ENG 1AH  
 Introduces the appropriate use of assessment and observation tools and strategies to document young children's development and learning. The use of findings to inform and plan learning environments and experiences are emphasized. Recording strategies, rating systems, portfolios, and multiple assessment tools will be discussed, along with strategies for collaboration with families and professionals. CAP aligned.  
 Grading Method: GN - Letter Grade only  
 NR  
 C-ID: ECE 200

**CDE 121 PRACTICUM-THE STUDENT TEACHING EXPERIENCE****4.0 Units 2.00 hours Lecture 6.00 hours Lab***Transfers: CSU***Prerequisite:** CDE 110, CDE 7 or CDE 7H, CDE 15, CDE 101 and CDE 120**Limitation on Enrollment:** Proof of current state mandated immunizations and negative TB test required for participation.**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Under guided supervision, students will utilize 99.6 hours of lab classroom experience to demonstrate developmentally appropriate early childhood program planning and teaching competencies. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Reflective practice will be emphasized as student teachers design, implement, and evaluate approaches, strategies, and techniques that promote development and learning. Includes exploration of career pathways, professional development, and teacher responsibilities. CAP Aligned. DS3.

Grading Method: GN - Letter Grade only

NR

C-ID: ECE 210

**CDE 123 INFANT AND TODDLER DEVELOPMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** CDE 101 and Eligibility for ENG 1A or ENG 1AH

A study of infants and toddlers from pre-conception to age three including physical, cognitive, language, social, and emotional growth and development. Applies theoretical frameworks to interpret behavior and interactions between heredity and environment. Emphasizes the role of family and relationships in development. DS4, CAP Aligned.

Grading Method: GN - Letter Grade only

NR

**CDE 124 PRESCHOOL AND EARLY PRIMARY CHILD DEVELOPMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Physical, cognitive, and social emotional development topics specifically related to children ages 3-6 years old. Includes physical and mental health including brain development; creativity and problem solving; and social and emotional development and supports. Addresses developmentally appropriate interactions, contextual influences, and the role of culture and families in children's development. CAP Aligned.

Grading Method: GN - Letter Grade only

NR



## **CDE 126 SCHOOL AGE AND ADOLESCENT DEVELOPMENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Physical, cognitive, social, and emotional, development of middle and adolescent children. Covers theoretical frameworks and various contexts in which development occurs, family and peer relationships, learning and motivation, the impact of educational systems, moral and identity development, school and work experiences, and contemporary societal issues and influences. Students will observe, record, analyze and interpret behaviors as they relate to developmental principles, theories and current research.

Grading Method: GN - Letter Grade only  
NR

## **CDE 127 ADULT SUPERVISION AND MENTORING**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 110, and Eligibility for ENG 1A or ENG 1AH

Methods and principles of supervising student teachers, assistant teachers, volunteers, staff, and other adults in early care and education settings. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. Satisfies the adult supervision requirement for the Child Development Permit and eligibility to apply for the California Mentor Teacher Program. DS6. CAP Aligned.

Grading Method: GN - Letter Grade only  
NR

## **CDE 128 ADMINISTRATION I - PROGRAMS IN EARLY CHILDHOOD EDUCATION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 110, and Eligibility for ENG 1A or ENG 1AH

Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development, and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program. Letter grade only. DS6. CAP Aligned.

Grading Method: GN - Letter Grade only  
NR

## **CDE 129 ADMINISTRATION II-PERSONNEL & LEADERSHIP EARLY CHILDHOOD ED**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 110, and Eligibility for ENG 1A or ENG 1AH

Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. DS6. CAP Aligned.

Grading Method: GN - Letter Grade only  
NR

## **CDE 133 CARE AND EDUCATION FOR INFANTS AND TODDLERS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 110, CDE 123, and Eligibility for ENG 1A or ENG 1AH

Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. DS4, CAP Aligned.

Grading Method: GN - Letter Grade only  
NR

## **CDE 135 INTRODUCTION TO CHILDREN WITH SPECIAL NEEDS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 15, CDE 7, CDE 110, and Eligibility for ENG 1A or ENG 1AH

Introduces the variations in development of children with disabilities or delays ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with disabilities or delays, and the identification and referral process. Observation of children will be required. CAP Aligned.

Grading Method: GN - Letter Grade only  
NR

## **CDE 140 CURRICULUM AND STRATEGIES FOR CHILDREN WITH SPECIAL NEEDS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** CDE 101, CDE 15, CDE 7, CDE 110, and Eligibility for ENG 1A or ENG 1AH

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

Grading Method: GN - Letter Grade only  
NR



**CDE 200 GARDENING WITH YOUNG CHILDREN****1.0 Unit 1.00 hour Lecture**

Basic skills and strategies for developing and maintaining gardens with young children in preschool settings, including garden site development, plant selection, developmentally appropriate experiences for children, ideas for funding and maintaining school gardens, and tips for working with volunteer helpers. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CDE 250 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - SOCIAL AND EMOTIONAL****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks: Social and Emotional Development including the strands of self, social interaction, and relationships. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Grading Method: GN - Letter Grade only  
NR

**CDE 251 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS-LANGUAGE, LITERACY****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks in the domain of language and literacy development including the strands of listening and speaking, reading, and writing. Provides practical considerations for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Grading Method: GN - Letter Grade only  
NR

**CDE 252 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - ENGLISH LANGUAGE DEV****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks in the domain of English Language Learners including strands of listening, speaking, reading and writing. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Grading Method: GN - Letter Grade only  
NR

**CDE 253 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - MATH****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks in the domain of mathematics including strands of number sense, algebra and functions, measurement, geometry, and mathematical reasoning. Provides strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Grading Method: GN - Letter Grade only  
NR

**CDE 254 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - VISUAL ARTS****1.0 Unit 1.00 hour Lecture**

Introduces the California Preschool Learning Foundations and Frameworks in the domain of Visual Arts including artistic expression and response, and skills using various art mediums. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Grading Method: GN - Letter Grade only  
NR

**CDE 255 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - PERFORMING ARTS****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks in the domain of Performing Arts including strands of music, drama, and dance. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Grading Method: GN - Letter Grade only  
NR

**CDE 256 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - PHYSICAL DEVELOPMENT****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks in the domain of Physical Development including strands of fundamental movement skills, perceptual-motor skills and movement concepts, and active physical play. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Grading Method: GN - Letter Grade only  
NR

**CDE 257 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - HEALTH****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks domain of Health including strands of health habits, safety, and nutrition. Provides practical strategies for implementing the curriculum frameworks. Applicable to required or professional development units for Child Development Permit holders, as well as pre-school, transitional kindergarten, and early-primary teachers.

Grading Method: GN - Letter Grade only

NR

**CDE 258 CA PRESCHOOL FOUNDATIONS & FRAMEWORKS - HISTORY-SOC SCIENCE****1.0 Unit 1.00 hour Lecture**

Introduction to the California Preschool Learning Foundations and Frameworks in the domain of History and Social Science including strands of self and society, civics, history, geography, ecology, and economics. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers.

Grading Method: GN - Letter Grade only

NR

**CDE 259 CA PRESCHOOL FOUNDATIONS AND FRAMEWORKS - SCIENCE****1.0 Unit 1.00 hour Lecture**

Introduces the California Preschool Learning Foundations and Frameworks: Science. Includes the strands of scientific inquiry, physical, life, and earth sciences and provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers.

Grading Method: GN - Letter Grade only

NR

**CDE 401NC FAMILY CHILDCARE BUSINESS PRACTICES****0.0 Unit 1.50 hours Lecture**

Addresses regulations, trends, objectives, business policies and financial management of a family childcare home. Emphasis on management, regulations and administrative tools needed to open and operate a family childcare home.

Grading Method: PN - Pass/No Pass

NR

**CDE 402NC FAMILY CHILDCARE CURRICULUM AND ENVIRONMENT****0.0 Unit 1.50 hours Lecture**

**Prerequisite:** CDE 401NC

Examines indoor and outdoor environments in a family childcare setting as the basis for curriculum and care of infants, toddlers, preschool and school age children. Emphasis on assessing and creating developmentally appropriate learning spaces in a home based program which support learning for children in all learning domains as described in the CA Infant/Toddler and Preschool Learning Foundations and Frameworks. Off campus site visit required to meet learning objectives.

Grading Method: PN - Pass/No Pass

NR

**CHEM-Chemistry****CHEM 1A GENERAL CHEMISTRY****5.0 Units 3.00 hours Lecture 6.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** MATH 124 and CHEM 3 or placement through the Chemistry Challenge Exam

**Recommended Preparation:** PHYS 20

An introduction to the principles of chemistry. Topics include: atomic and molecular structure, bonding, nomenclature, formulas, equations, stoichiometry, thermochemistry, gases, liquids, solids and solutions.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: CHEM 110

**CHEM 1B GENERAL CHEMISTRY****5.0 Units 3.00 hours Lecture 6.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CHEM 1A and MATH 124

A continuation of Chem 1A. Topics include equilibria, acids/bases, thermodynamics, electrochemistry, kinetics, coordination chemistry, nuclear chemistry, and qualitative analysis.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: CHEM 120S

**CHEM 3 FUNDAMENTAL CHEMISTRY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** Placement by the current assessment process or successful completion of college level intermediate algebra with a "C" or better.

A study of basic principles of chemistry designed especially for the student who intends to take CHEM 1A but needs more preparation. Topics include problem-solving and calculation methods, nomenclature, formulas, equations, stoichiometry, thermochemistry, atomic and molecular structure, bonding, gases, solutions, equilibrium, acids, and bases.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

C-ID: CHEM 101

**CHEM 12A ORGANIC CHEMISTRY****5.0 Units 3.00 hours Lecture 6.00 hours Lab***Transfers: CSU, UC***Prerequisite:** CHEM 1B

A study of the principles, theories, experimental methods, and instrumentation of organic chemistry. The course is recommended for students whose major is chemistry or a closely-related field such as biology, biochemistry or chemical engineering. Topics include the properties, reactions, synthesis, and analysis of organic compounds. The course focuses on nomenclature, chemical reactions of alkanes, alkenes, alkyl halides, alcohols, ethers, epoxides, delocalization of electrons, stereochemistry, organometallic chemistry, radicals, mass spectrometry, infrared spectroscopy, and nuclear magnetic resonance spectroscopy.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

C-ID: CHEM 150

**CHEM 12B ORGANIC CHEMISTRY****5.0 Units 3.00 hours Lecture 6.00 hours Lab***Transfers: CSU, UC***Prerequisite:** CHEM 12A

A continuation of CHEM 12A. Topics include properties, reactions, synthesis, and analysis of certain organic compound types, polynuclear and heterocyclic compounds, polymers, lipids, carbohydrates, amino acids, proteins and biochemical processes.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***CHEM 106 BASICS OF CHEMISTRY****2.0 Units 2.00 hours Lecture***Transfers: CSU***Prerequisite:** CHEM 3 and MATH 124

Consists of quiz/discussion/problem-solving/drill sessions. Designed to help students succeed in their study of general chemistry.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***CHEM 108 INTRODUCTION TO GENERAL, ORGANIC, AND BIOCHEMISTRY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

A study of inorganic, organic, and biochemistry for health pre-professionals and non-science majors. Ideal for students planning to enter nursing and dental hygiene programs. Designed as the first chemistry course to assist students in biology and health-related professions. The focus is on the biochemistry of the human body. Health, nutrition, and basic laboratory techniques are included.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***CHI-Chinese****CHI 1 ELEMENTARY CHINESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College-level reading ability

Designed to develop the fundamentals of communicative competence in daily spoken Chinese. Emphasis is on reading and writing skills, as well as fundamental aspects of culture. Equivalent to two years high school Chinese.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***CHI 2 ELEMENTARY CHINESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** CHI 1 or two years of high school Chinese

Designed to further the fundamentals of communicative competence in daily spoken Chinese. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***CHI 3 INTERMEDIATE CHINESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** CHI 2 or three years of high school Chinese

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Chinese cultures.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**CHI 4 INTERMEDIATE CHINESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** CHI 3 or four years of high school Chinese

Emphasizes fluency in speaking, reading, writing, and comprehension of Chinese. Includes selected readings and discussions from the basic four genres in Chinese and Chinese-American literature, culture, and customs.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CHI 21 INTRODUCTION TO CHINESE CULTURE AND INFLUENCE IN THE U.S.****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College-level reading ability

Provides a brief overview in English of the historical contours of Chinese culture. Areas of study include the present implications of the five thousand-year-long history, developmental imbalances as a consequence of geographical and communication barriers, the integrative power of the written language, the stability of the family system, and the tension between tradition and modernity. No prior study of the Chinese language or culture is required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIM-Computer and Information Management****CIM 1 COMPUTER INFORMATION SYSTEMS****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Examination of computer information systems and their role in business including computer hardware and software, networking, ethics, security, the Internet, the cloud and system and application software. Students apply these concepts and methods through hands-on projects to develop computer-based solutions to business problems.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ITIS 120

**CIM 10 INTRODUCTION TO INFORMATION SYSTEMS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

An introductory concepts and applications software course. Emphasis on hardware and software analysis and design of computers and other types of information systems used for creating, maintaining, retrieving, printing, and communicating computer files. Exercises using word processing, spreadsheet, database, graphics, and communications software and an introduction to the Internet. Provides the experience necessary to recognize the major capabilities available in each software application and how the software applications work together in an integrated information systems environment.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIM 112 MICROSOFT OFFICE****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Provides exploration of Microsoft Office 365 cloud solution. Course focuses on using a cloud solution to create Word documents, Excel spreadsheets and PowerPoint presentations that are both universally available and editable on PC/Mac, tablets and smartphones. This cloud solution entails using Microsoft's OneDrive for storage and Office 365 applications such as Excel, Word, PowerPoint and others.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIM 120 COMPUTER LITERACY****1.5 Units 1.00 hour Lecture 1.50 hours Lab***Transfers: CSU*

Provides students with basic knowledge of how computers are used in today's world. Focuses on using the computer as a tool to manage information, access the Internet, using modern day mobile devices like tablets and smartphones, Use of intelligent devices as a method of telecommunication with others, and enhance life-long learning in a technologically-changing society. Exercises in using word processing, spreadsheet, database, graphics, and communications software. No computer experience is required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIM 121A KEYBOARDING FOR COMPUTERS - BEGINNING****1.5 Units 0.50 hour Lecture 3.00 hours Lab***Transfers: CSU*

Designed to introduce touch keyboarding of letter, number, and symbol keys on the computer. For business and/or personal use. Introduces basic computer operation; no previous computer or typewriting experience required. Course provides training to be able to type 15 words per minute.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIM 121B KEYBOARDING FOR COMPUTERS - INTERMEDIATE****1.5 Units 0.50 hour Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** CIM 121A

Builds keyboarding speed and accuracy. Introduces word processing command keys and formats to produce basic tables, business letters, memos, and reports. Course provides training to be able to type 30 words per minute.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIM 121C KEYBOARDING FOR COMPUTERS - ADVANCED****1.5 Units 0.50 hour Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** CIM 121B

Improves keyboarding speed and accuracy. Expands use of word processing command keys and format features to produce complex memorandums, letters, tables, bound and unbound reports, and job application documents. Course provides training to be able to type 45 words per minute.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIMA-Computer Info Management Applications****CIMA 102 WORD PROCESSING - WORD****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Provides training on the use of word processing software such as Microsoft Word. Students will utilize program features to create, edit, and format documents for personal and business use.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIMA 104 SPREADSHEETS - EXCEL****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Provides information and training in the use of computer-based spreadsheet software for business applications. Workbooks will be produced for a variety of applications. Using Microsoft Excel students will learn how to create workbooks, implement formulas/equations, format tables, perform lookup, and create charts.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIMA 105 MICROSOFT EXCEL FOR DATA ANALYTICS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** CIMA 104 and knowledge of pivot tables

Analysis of organizational data for business decision making using Excel. Data modeling techniques will be used to data mine and organize data from a variety of different sources including databases, text data and unstructured data repositories. Students will work with data to correct errors, combine different sources of data together and format the results for understanding. Popular data analytics tools Microsoft's Power BI, Tableau and other tools will be used in the course for data analytics and data visualization. Includes preparation for professional data analytics certifications.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIMA 106 DATABASE - ACCESS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Utilize database management software to generate applications for solving business problems. Emphasis is on concepts and procedures for designing databases and producing reports. Database objects such as tables, forms, queries, and reports will be created. Course also includes desktop Access database integration with Office 365 using SharePoint as cloud drive and Microsoft PowerApps as the Web/Mobile interface. Course includes Analytical thinking by synthesizing information from multiple data sources to synthesize information into higher level of understanding.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIMA 108 BUSINESS PRESENTATIONS - POWERPOINT****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Surveys the concepts, structures, and processes utilized in developing and managing professional business presentations using commercially available software packages such as Microsoft PowerPoint. Students will create a variety of presentation formats.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**CIMA 204 ADVANCED SPREADSHEETS - EXCEL****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** CIMA 104

Develop competencies in the advanced topics of Microsoft Excel spreadsheet software. Create PivotTables and PivotCharts. Use advanced specialized math, statistical, logical, financial and lookup functions. Create macros, sumifs, templates and styles and prepare workbooks for distribution. Use collaboration tools, data analysis, solver, and scenario features. Audit worksheets.

Grading Method: GR - Letter Grade or Pass/No Pass

NR



### **CIMA 212 MANAGING PROJECTS WITH MICROSOFT PROJECT**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Learn to create a complete Microsoft Project schedule with tasks and task relationships. Edit and organize a project, assign resources to the tasks, and use Project views to get information. Learn to sort, find, and filter tasks or resources in a project; use views, tables, details, groups, and filters to view project information; create and edit views, tables, and filters; shorten the critical path of the project and use task paths; manage the project's resources; manage and view cost information; format and print views, Gantt charts, calendars, and reports; and track the completion of tasks in the project. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMA 223A COMPUTERIZED ACCOUNTING - QUICKBOOKS--BEGINNING**

**1.5 Units 1.00 hour Lecture 1.50 hours Lab**

Provides background and training in the use of QuickBooks software. Will briefly highlight all four active versions of QuickBooks: Online, Pro, Premier and Enterprise. Course emphasis will be either QuickBooks Desktop or QuickBooks online. Business accounting records are set up to handle chart of accounts, merchandise, customers and receivables, vendors, and payables, banking, inventory, and reports. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMA 223B COMPUTERIZED ACCOUNTING - QUICKBOOKS--ADVANCED**

**1.5 Units 1.00 hour Lecture 1.50 hours Lab**

**Recommended Preparation:** CIMA 223A  
Provides training in advanced business accounting procedures in QuickBooks. Course briefly discusses all four versions of QuickBook: pro, online, premier and Enterprise will be discussed. Course will then emphasis either Quickbooks online or QuickBooks desktop. Focus is on small business. Includes inventory setup, employee and payroll setup, sales tax setup, estimates, time tracking, pass through expenses, and adjustment and year-end procedures. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMA 288 DATABASE REPORTING**

**3.5 Units 3.00 hours Lecture 1.50 hours Lab**

Provides students with the knowledge and skills to turn raw data into business intelligence through use of tools such as Microsoft Power BI and Tableau. Students will create data visualizations, dashboards and reports that can be analyzed and shared. Students will create basic data models by connecting to various data sources. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMA 400NC OFFICE SKILLS - OFFICE PROCEDURES**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

Prepares students to work efficiently in today's offices. Topics include characteristics of a successful employee, organization and time management, written, oral, and interoffice communications, records management, planning meetings, arranging for business travel, career advancement, and business etiquette. Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

### **CIMA 401NC OFFICE SKILLS - MICROSOFT WINDOWS**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

An entry-level course introduces the fundamentals of the Windows operating system. Topics include the desktop, manipulating Windows, using Help, launching applications, handling disk maintenance, using Explorer/My Computer for managing files and folders. The course also covers the capabilities of cloud solutions using Google Drive/G Suite and Microsoft's OneDrive/Office 365. A cloud solution provides both anywhere and any device (PC/Mac, Tablet or SmartPhone) accessibility to both data and applications. Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

### **CIMA 402NC WORD PROCESSING - MICROSOFT WORD**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** CIMA 401NC  
Provides training on the use of Microsoft Word, word processing software. Students will utilize program features to create, edit, and format documents for personal and business use. Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

### **CIMA 403NC OFFICE SKILLS - OUTLOOK AND TEAMS**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** CIMA 422NC  
Entry-level course to provide beginning information and training in the use of email software and online workspace collaborations tools. Covers sending and receiving e-mail messages, managing contacts, and business email etiquette. Provides instruction in using Calendar for scheduling appointments, planning meetings, recording meetings, scheduling events, and tasks feature. Course also introduces office 365 Teams, which is a workspace collaboration software tool providing chat-based discussion boards for exchanging texts and graphics. Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

**CIMA 404NC SPREADSHEETS – MICROSOFT EXCEL****0.0 Unit 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** CIMA 401NC and CIMA 422NC

Provides information and training in the use of computer-based spreadsheet software for business applications. Workbooks will be produced for a variety of applications. Using Microsoft Excel students will learn how to create workbooks, implement formulas/ equations, format tables, perform lookup, create charts, and access databases.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***CIMA 405NC MICROSOFT OFFICE 365 APPLICATIONS - ACCESS AND SHAREPOINT**  
**0.0 Unit 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** CIMA 401NC and CIMA 422NC

Entry-level course provides beginning information and training in the use of database software and cloud applications file sharing. The desktop application Microsoft Access will be used to demonstrate database queries, tables, and forms. Course also includes introduction to modern-day cloud-based application SharePoint. SharePoint is a browser-based business and file sharing collaboration and document management platform. Class will include creating a mobile Microsoft Power App that uses a SharePoint sharable lists generated from local a Microsoft Access databases.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***CIMA 406NC QUICKEN PERSONAL FINANCIAL LITERACY****0.0 Unit 1.00 hour Lecture 1.50 hours Lab****Recommended Preparation:** BUS 472NC

This course covers Quicken a personal finance management tool developed by Quicken Inc. With Quicken, you can view your banking, investment, retirement, and credit card accounts - all in one place. In this course, one will learn how to use Quicken to view balances, budgets, accounts, and transactions, see spending trends and more, check investment performance, search transaction history, keep your finances continually up to date, learn to sync data across desktop, web, and mobile.

Grading Method: NC - Noncredit

*R-E-3***CIMA 408NC BUSINESS PRESENTATIONS – MICROSOFT POWERPOINT****0.0 Unit 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** CIMA 401NC and CIMA 422NC

Surveys the concepts, structures, and processes utilized in developing and managing professional business presentations using commercially available software packages such as Microsoft PowerPoint. Students will create a variety of presentation formats.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***CIMA 415NC MICROSOFT EXCEL FOR DATA ANALYTICS****0.0 Unit 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** CIMA 404 NC and knowledge of pivot tables

Analysis of organizational data for business decision-making using Excel. Data modeling techniques will be used to data mine and organize data from various sources, including databases, text data, and unstructured data repositories. Students will work with data to correct errors, combine different data sources, and format the results for understanding. Popular data analytics tools Microsoft's Power BI, Tableau, and other tools will be used for data analytics and data visualization in the course. Includes preparation for professional data analytics certifications. Previous Excel courses or knowledge is required.

Grading Method: NC - Noncredit

*R-E-4***CIMA 421NC KEYBOARDING FOR COMPUTERS - BEGINNING****0.0 Unit 0.50 hour Lecture 3.00 hours Lab**

This is a beginning level keyboarding course designed to build effective keyboarding skills with an emphasis on building correct touch-typing techniques for alphanumeric, symbol, and punctuation keys. For business and/or personal use. Introduces basic computer operation; no previous computer or typewriting experience required. Course provides training to be able to type 15 words per minute.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4*



### **CIMA 422NC KEYBOARDING FOR COMPUTERS - INTERMEDIATE**

**0.0 Unit 0.50 hour Lecture 3.00 hours Lab**

**Prerequisite:** CIMA 421NC

This is an intermediate level course that builds on a basic keyboarding foundation with correct touch-typing techniques, including alphabetic, numeric, and symbol keyboarding as well as 10-Key numeric keypad. Skill-building includes introductory formatting of documents using Microsoft Word. Builds keyboarding speed and accuracy. Introduces word processing command keys and formats to produce basic tables, business letters, memos, and reports. Course provides training to be able to type 30 words per minute.

Grading Method: SP - Noncredit Graded Pass/SP/No

Pass

*R-E-4*

### **CIMA 488NC INTRODUCTION TO DATA ANALYTICS - DATA REPORTING TABLEAU**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

Introduction to Data Analytics provides students with the knowledge and skills to turn raw data into business intelligence using tools such as Microsoft Power BI and Tableau. Students will create data visualizations, dashboards, and reports that can be analyzed and shared. Students will create basic data models by connecting to various data sources.

Grading Method: NC - Noncredit

*R-E-4*

## **CIMN-Computer Info Management Networking & Operating Systems**

### **CIMN 100 COMPUTER OPERATING SYSTEMS-WINDOWS**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Skills include manipulating files and folders in Window's scheme of file management. Competency will be gained using Windows supplied programs to create, save, and print files and customize the desktop. Ability to manage applications and notifications. Use of Edge and Internet Explorer which provides web access will be covered. Ability to install and manage peripheral devices. Set up and use a small network to share information will be introduced. Ability to manage user and accounts and settings and manage power and access options. Students will learn to maintain and optimize their computer's performance, backing up files, using the Microsoft Account and One Drive. End-user techniques for diagnostic and trouble-shooting procedures will be learned.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

### **CIMN 110 NETWORKING ESSENTIALS AND TECHNOLOGIES FOR IT CYBERSECURITY**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

This course also provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level Information Communication Technology (ICT) professionals. The fundamentals of computer hardware and software as they relate to the responsibilities of an ICT professional will be introduced. Preparation for the CompTIA A+ certification exams,

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

### **CIMN 120 INTRODUCTION TO NETWORKING:COMPTIA NETWORK+**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Includes preparation for the CompTIA Network+ certification exam. This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. It uses the OSI (Open Systems Interconnection) and TCP (Transmission Control Protocol) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

### **CIMN 130 COMPUTER OPERATING SYSTEMS - UNIX AND LINUX**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Includes preparation for the CompTIA Linux+ exam. Provides an overview of operating system concepts. Presents implementation through the use of UNIX/Linux commands. Operating system concepts such as file systems, variables, and permissions are discussed. Students use a computer system to execute problem-solving exercises using UNIX/Linux commands, both in the shell and in the GUI (Graphical User Interface). Students learn and use commands that are necessary for maintaining a UNIX/Linux workstation including file and directory management commands, editors, pipes, filters and redirection commands, permissions, processes and elementary shell scripting.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

### **CIMN 140 FUNDAMENTAL UNIX/LINUX SYSTEM ADMINISTRATION**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** CIMN 130

Course includes test preparation for COMPTIA Linux+ and Server+ certifications. Specifically course provides a student with the knowledge and skills required to build, maintain, troubleshoot and support server hardware and software technologies. The student will be able to identify environmental issues; understand and comply with disaster recovery and physical / software security procedures; become familiar with industry terminology and concepts; understand server roles / specializations and interaction within the overall computing environment. Topics include installing UNIX/Linux; configuring X windows and system hardware; file system creation, backup and maintenance; boot process; administering user and group accounts; network and printing integration.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMN 160 CISCO CCNA: ROUTING AND SWITCHING ESSENTIALS**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Qualifies the student to take the first CCNA exam in the CCNA 7.0 network academy. This course covers: advances in modern network technologies, implementing initial settings including passwords, IP addressing, and default gateway parameters on a network switch and end devices. Course explains how network protocols enable devices to access local and remote network resources, and how physical layer protocols, services, and network media support communications across data networks. Students learn how to configure a router and a switch for basic functionality. Provides a firm foundation of Cisco's IOS, routing and protocols, layered communications, and WAN strategies.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMN 220A MCSE CERTIFICATION EXAM PREP I**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Prepares students for Microsoft Certified Exam initial Azure Cloud exam. Specifically, the course covers concepts of the cloud including virtual machines, networking, security, web services and determining costs. The course includes the fundamental concepts of the cloud.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMN 220B MCSE CERTIFICATION EXAM PREP II**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Prepares students for Microsoft Certified Exam on Security, Compliance and Identity Fundamental. Through this course, students will be able to describe Microsoft Security, Compliance and Identity solutions and capabilities, across Azure and Microsoft 365, so that they can apply those learnings in defining end-to-end solutions to real world scenarios

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMN 220C MCSE CERTIFICATION EXAM PREP III**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Prepares students for specialized and advanced Microsoft Certification cloud-related exams. Course emphasis will vary depending upon market conditions and demands.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **CIMP-Computer Info Management Programming**

### **CIMP 3 INTRODUCTION TO VIDEO GAME DESIGN**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

*Transfers: CSU, UC*

Specifically, the course covers languages both scripting and programming, AI concepts, level design, storytelling, careers, relationship to technology (especially CPU/GPU/SOC), video game history, development cycles, DirectX, OpenGL, game engines like unity and unreal. The class uses strategy video games to demonstrate concepts and theory. Also includes Virtual reality, mobile gaming, immersion, virtual, augmented reality glasses, and the future of computers/video games. The course is project-oriented allowing either programming or nonprogramming options such as Unity, Raspberry Pi, Visual Novels, level-editors, 3D software, research papers, and a very permissive set of alternatives. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMP 5 BUSINESS PROGRAMMING I - VISUAL BASIC**

**3.5 Units 3.00 hours Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

Provides an introduction to the fundamentals of event driven, object-oriented programming using Microsoft Visual Basic. Emphasis is on business application development. Topics include graphical design of Windows, programming event procedures, general procedures, and application development with multiple windows. Students will create complete applications in addition to weekly exercises in visual programming. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMP 7A BUSINESS PROGRAMMING - JAVA-- BEGINNING**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Java language and object-oriented programming will be utilized to develop business applications. Discussion topics include: the significance of Java as an object-oriented programming tool, classes and methods, input and output, arrays, inheritance, information hiding, polymorphism, encapsulation, primitive types, flow control, interfaces, packages, Integrated Developers Environments (IDE) and the Java API. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMP 7B BUSINESS PROGRAMMING - JAVA-- ADVANCED**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** CIMP 7A

An in-depth study of advanced Java programming concepts. Provides skill in advanced programming, arrays, sorting, sockets, exception handling, file handling, networking, dynamic data structures, HTML, threads, multi-threading, Sorting, container classes, GUI text input/output (I/O), events, listeners, Swing or Abstract Windowing Toolkit (AWT), graphics, Applications Programmer Interface (API), utility package, Object-Oriented Programming (OOP), inheritance, information handling, and recursion.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMP 8A PROGRAMMING WITH PYTHON**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Introductory programming course teaching standard algorithmic programming concepts using the Python programming language. Class covers syntax, variables, strings, conditions, flow control structures loops, switches, classes, database connections, utilities, short-circuit evaluations and frameworks. Class also covers data structures using sets, frozen sets, lists, arrays and dictionaries. No prior coding experience necessary. Class includes many python programming assignments and one large programming project.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CIMP 8B ADVANCED PYTHON PROGRAMMING**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CIMP 8A

Development of advanced python programs for problems using library modules for applications including graphics, data analytics, GUI, databases, web, networking programming, and gaming. Object-oriented programming (OOP) concepts of classes, inheritance and polymorphism will be used for program development.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

C-ID: ITIS 130

**CIMP 115 BUSINESS PROGRAMMING--C#****3.5 Units 3.00 hours Lecture 1.50 hours Lab***Transfers: CSU*

Emphasizes C# and object-oriented programming for software development of business applications. Includes familiarity with Visual Studio.NET as a development environment and introduction to all the .NET languages supported by the .NET framework and .NET core.

Introduces C# as an object-oriented language that makes extensive use of all object-oriented programming concepts such as inheritance, polymorphism, and overloading. Also includes class design and use, strict data typing, method construction and use, and other programming concepts.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***CIMP 220 ANDROID MOBILE APPS - BEGINNER****3.5 Units 3.00 hours Lecture 1.50 hours Lab****Recommended Preparation:** CIMP 7A

Create mobile Android applications. Installing and using Android Studio or other leading Android IDE along with the the latest Android SDK. In addition course covers both Java JDK and other popular JVM languages like Kotlin. Both JVM and DVM (Dalvik Virtual Machine) are discussed. From app development perspective class covers: activities and intents, displaying notifications, creating rich user interfaces, mastering views and menus, managing data, working with SMS and messaging API's, using location-based services, packaging and publishing application to the Android market.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***CIMP 235 IPHONE & IPAD PROGRAMMING BEGINNING****3.5 Units 3.00 hours Lecture 1.50 hours Lab**

For students new to programming or desiring more experience in app development this course uses Apple's Xcode program to create projects that run on iPhones, iPads and related devices. No hardware or software is required. Programming is done with Swift which provides a user-friendly introduction to object-oriented coding which is applicable to all modern languages. Students will design (story board), code and test complete applications that include various features of the iOS (Apple) development environment.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***CIMP 241 CLOUD COMPUTING FOR DEVELOPERS****3.5 Units 3.00 hours Lecture 2.00 hours Lab**

Course explores four types of modern day IT Infrastructures: on-premise, Infrastructure as a Service (IaaS), Platform as a Service (PaaS) and Software as a Service (SaaS). Building and scaling virtual machines, deploying and managing scalable web sites, designing mobile service back ends, data services including SQL Database, plus storage services such as Table and Blob storage. Also discusses serverless message passing loosely coupled architectures. Class will also examine various cloud services including: Database (SQL, NoSQL, Big Data), messaging, security, and software development libraries. Development both locally in Visual Studio and directly in the cloud portal.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***CIMS-Computer Info Management Security****CIMS 130 INTRO TO INFORMATION SYSTEMS SECURITY: COMPTIA SECURITY+****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Provides a comprehensive overview of network security, information technology security and risk management at the organization level including authentication methods, common network attacks, safeguarding against attacks, remote access, email, the web, directory and file transfer, wireless data, various network devices and media, and proper use of perimeter topologies such as DMZs, Extranets, Intranets, basic and advance cryptography, and operational and organizational security. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management. Preparation for the CompTIA Security+ certificate.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***CIMS 140 INTRODUCTION TO COMPUTER FORENSICS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Students learn skills to launch and properly complete a successful computer forensics investigation, beginning with a discussion of ethics while mapping to the International Association of Computer Investigative Specialists (IACIS) certification objectives. The course includes specific preparation for the DOD-approved EC-Council's CHFI (Computer Hacking Forensic Investigator) exam. Topics covered include an overview of computer forensics as a profession, the computer investigation process, understanding operating systems boot processes, disk structures; data acquisition and analysis; technical writing; setting up a forensics lab; and a review of familiar computer forensics tools. Features free downloads of the latest forensic software, so students can become familiar with the tools of the trade.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

### **CIMS 150 INTRODUCTION TO CYBERSECURITY: ETHICAL HACKING**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Prepares students for passing the EC-Council's Certified Ethical Hacker (CEH) exam, a DoD Directive 8140.01 Cyberspace Workforce Management approved certificate. This course introduces the network security specialist to the various methodologies for attacking a network. Students will be introduced to the concepts, principles, and techniques, supplemented by hands-on exercises, for attacking and disabling a network within the context of properly securing a network. The course emphasizes network attack methodologies with the emphasis on student use of network attack techniques and tools and appropriate defenses and countermeasures. Students experience a hands-on practical approach to penetration testing measures and ethical hacking.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMS 155 CYBERSECURITY ANALYSIS – COMPTIA CYSA+**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** CIMN 120 and CIMS 130  
This course provides preparation for the DOD recommended intermediate level CompTIA CySa+ certification exam. In this course students will learn how to configure and use threat detection tools, perform data analysis, and interpret the results to identify vulnerabilities, threats, and risks to an organization with the end goal of securing and protecting applications and systems within an organization. The course covers skills used by IT security analysts, vulnerability analysts, or threat intelligence analysts with a technical, "hands-on" focus on IT security analytics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMS 165 CYBERSECURITY OPERATIONS- CISCO CCNA CYBER OPS**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** CIMS 130 and CIMN 120  
This course equips students with the knowledge and skills needed by today's organizations that are challenged with rapidly detecting cybersecurity breaches and effectively responding to security incidents. The student would be part of a team of people in Security Operations Centers (SOC's) keeping a vigilant eye on security systems, protecting their organizations by detecting and responding to cybersecurity threats. Cisco Certified Network Associate (CCNA) Cyber Ops prepares candidates to begin a career working with associate-level cybersecurity analysts within a security operations centers. Includes preparation for Cisco's CCNA CyberOps exam.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMS 200 INFORMATION SECURITY FUNDAMENTALS**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** CIMN 230, CIMN 100, & CIMN 120

Provides fundamental knowledge for managing all aspects of an enterprise-wide security life cycle and cybersecurity rolls including: security policy development, authentication, encryption, securing operating systems and network infrastructure, firewall and intrusion detection technologies, intrusion prevention and incident response procedures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMS 271 CLOUD SECURITY FUNDAMENTALS**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** CIMS 130

Course includes test preparation for the Certified Cloud Security Professional (CCSP) or similar exam. Students learn how to evaluate cloud providers and perform risk assessments and reviews. The course examines different delivery models ranging from Software as a Service (SaaS) to Infrastructure as a Service (IaaS) and how each model represents an entirely separate set of security conditions. The course will also touch on architecture and infrastructure fundamentals for the clouds, including a wide range of topics such as patch and configuration management, virtualization security, application security, and change management. Policy, risk assessment, and governance within cloud environments will also be covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ITIS 171

## **CIMW-Computer Info Management Web Development**

### **CIMW 100A WEB SITE DEVELOPMENT - HTML-BEGINNING**

**1.5 Units 1.00 hour Lecture 1.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** CIMN 100

Utilize Hypertext Markup Language (HTML) code to construct basic web pages and web sites. Topics include text formatting commands, links, and email. Identify and use recommended Web site design practices. Use visual elements, graphics, hyperlinks, lists, tables columns, page layout and validating web pages in web sites. Identify and apply steps to publish web pages to a server using File Transfer Protocol (FTP) software.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 100B WEB SITE DEVELOPMENT - HTML--ADVANCED**

**1.5 Units 1.00 hour Lecture 1.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** CIMW 100A

Continuation of CIMW 100A. Introduces advanced concepts of HTML 5.0 for creating web pages that enable improved web delivery of information. Topics include tables, forms and semantic tags. Discussions on server-side processing, job roles required for a successful web project development, web hosting and introduction to basic JavaScript. Includes, use and function of multimedia, and video. Students will construct web sites that use multimedia features such as sounds, and video.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 105 WEB DEVELOPMENT AND DB - INTRO SQL AND MYSQL**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Introduction to databases, web server-side databases and the Structured Query Language (SQL). Course uses MySQL or MariaDB to create, manipulate, and query databases. Covers the fundamentals of a relational database, basic selection queries, sub-queries, multiple table queries, joins, aggregate calculations, updating data, MySQL database administration, data definition and manipulation, views, sorting, triggers, constraints, indexes and basic introduction to PL/SQL. Course includes Analytical thinking by synthesizing information from multiple data sources to synthesize information into higher level of understanding. Course also discusses cloud database services of SQL, NoSQL, big data and caching.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 115 INTRO CREATING WEB PAGES DREAMWEAVER AND WORD PRESS**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Introduction to web design and development in creating web pages using modern tools such as Adobe Dreamweaver and WordPress. Teaches basic introduction to HTML and CSS following World Wide Web Consortium (W3C) guidelines and validation. Provides an overview of FTP, internet, social implications, accessibility, and web security. Students will maintain a website on a World Wide Web (WWW) server consisting of HTML, advanced HTML elements such as links, tables, forms, intro JavaScript validation, object and frames, and basic CSS selectors. Using CSS students will configure layouts, fonts, colors and other properties. Includes website integration of Microsoft Word, graphics, video, and sound. Introduces basic web animation and video editing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 134 WEB DIGITAL MEDIA- PHOTOSHOP AND INTRO TO VIDEO EDITING**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Fundamentals of digital image processing, retouching, and painting as used on the web in business. Course explores fundamental concepts of Digital Media production, including manipulating images both conceptually and technically. Students will create digital artworks using current information technology software such as Adobe Photoshop. All projects will be presented on student websites. Students will create projects in digital imaging, net.art/websites, and digital video. Basic video editing will be done using Adobe Photoshop and Premiere Pro. Adobe After Effects will be used to add special effects to videos. Student artworks will emphasize creativity, critical thinking, problem solving and computer literacy.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



### **CIMW 140 CSS (CASCADING STYLE SHEETS) & RWD (RESPONSIVE WEB DESIGN)**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Explores how to use Cascading Style Sheets (CSS) to take your HTML web pages to the next level. Covers all basic CSS fundamentals including page layout, positioning, text properties, margins, borders, colors, background images, typography, and CSS3 features border-radius, box-shadow, gradients, and text-shadow. The course also look at CSS4 modules such as flex and advance media queries. Both Dreamweaver and web browsers inspect tools are used for editing, testing and visualizing CSS. Responsive Web Design (RWD) will be discussed to create web pages that will render on multiple devices smartphone, tablet or PC. Course also discusses RWD frameworks like skeleton, bootstrap and bulletproof page layouts that allow one to apply CSS presentation to content with known structure.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 145 WEB DEVELOPMENT - PHP, CMS AND WORDPRESS AND E-COMMERCE**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Covers server-side web development using the PHP scripting language. Create dynamic server-side web pages. Topics include PHP syntax, variables, HTML forms, superglobals, arithmetic operations, numbers, strings, control structures, arrays, creating functions, XML, FTP, IDE setup, and folders. Includes introduction to MySQL, PHP with MySQL, advanced PHP MySQL integration and PHP with client-side JavaScript/AJAX. Students will create and maintain PHP programs on a World Wide Web (WWW) server. Also includes an introduction to Content Management Systems (CMS), WordPress, and E-Commerce.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 160 WEB DEVELOPMENT - JAVASCRIPT, FRAMEWORKS, JQUERY AND AJAX**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Client-side World Wide Web (WWW) development using JavaScript and JavaScript Frameworks including jQuery, jQuery UI (User Interface), React.js or Vu.js, RWD (Responsive Web Design) Frameworks like Bootstrap, and introduction to Asynchronous JavaScript and XML (AJAX). Includes an overview of basic JavaScript programming: data types, operators, functions, events, control structures, Browser Object Model, Window Object Model, Document Object Model, HTML forms, JavaScript regular expression validation, web browser debugging, cookies, CSS style object, and website mashups using AJAX.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 207 SOCIAL MEDIA & WEB FUNDAMENTALS**

**1.5 Units 1.00 hour Lecture 1.50 hours Lab**

Overview of the historical and current aspects of the Internet, online communications, and social networking basics. Students are introduced to netiquette, 508 standards, electronic mail, discussion groups, video and non-video chat rooms, search techniques and tools, the World Wide Web, Internet browsers and add-ons for web browsers. Web page development, design, content and security issues are introduced.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 241 INTRODUCTION TO CONTENT MANAGEMENT SYSTEMS (CMS)-WORDPRESS**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** CIMW 115

An introduction to using WordPress as a Content Management System (CMS) as social networking blogging platform and as a content management system for websites. Students will learn to install, configure, and build and publish blogs and develop small web sites. Topics covered will include hosting options, content creation and management, installing WordPress themes and widgets, using feeds, podcasting, social media integration, using posts and pages, formatting posts and pages, scheduling, categorizing and tagging posts, adding images, using themes and templates, adding plugins, managing comments, creating users and utilizing WordPress settings along with advanced formatting features including maintenance and security.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CIMW 250 MICROSOFT ASP.NET--BEGINNING**

**3.5 Units 3.00 hours Lecture 1.50 hours Lab**

Using open source ASP.Net, C# and HTML to develop dynamic web apps that run on web servers deployed to the cloud. Course technologies include review of C# language, object-oriented programming, creating interactive web sites, building server to server web services, exchanging (JSON) data and interactivity with local and cloud databases.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



## **CIMW 280 WEB DESIGN - CAPSTONE PORTFOLIO PROJECT**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

Enables the student to demonstrate the mastery of the learning objectives in the Webmaster, Web Designer, or E-Commerce Specialist programs. Guides the student through the process of developing a portfolio. Focuses on demonstration of the knowledge, skills, and techniques required to plan, develop, and implement a portfolio website on the World Wide Web (WWW). Includes discussion on advanced CSS sites, Adobe Creative Suite, Adobe Dreamweaver, Responsive Web Design (RWD), RWD Frameworks such as Bootstrap, Search Engine Optimization (SEO), image viewers, sliders, and use of various technologies to develop a portfolio website. Also includes comprehensive review of basic concepts covered in certificate courses: Dreamweaver, HTML, CSS, JavaScript, SQL and PHP. Should be taken in the final semester of the program.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **CIS-Computer Information Systems**

### **CIS 405NC WORKFORCE PREPARATION DATABASE SQL**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

Introduction to relational databases and the Structured Query Language (SQL). The course uses SQL to create, manipulate, and query databases. Covers the fundamentals of a relational database, basic selection queries, sub-queries, multiple table queries, joins, aggregate calculations, updating data, SQL database administration, data definition and manipulation, views, sorting, triggers, constraints, indexes, and basic introduction to PL/SQL. The course also touches on NoSQL and cloud databases.

Grading Method: NC - Noncredit  
R-E-99

### **CIS 415NC CREATING WEB PAGES USING ADOBE, HTML, CSS AND OTHER TOOLS**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

Course provides work force preparation in web development, client-side web page creation using Dynamic HTML (DHTML), Adobe Creative Cloud, WordPress, cloud drives, Bootstrap and other popular products. Class focuses on basic HTML, CSS, CSS3, RWD (Responsive Web Design) and relevant Adobe Creative development tools. Discuss how to W3C validate and debug web pages using Dreamweaver and web browsers. Create mobile web pages using bulletproof page layouts, and apply CSS presentation to content with known structure and RWD frameworks like Bootstrap, HTML5, and CSS3 media query.

Grading Method: NC - Noncredit  
R-E-99

### **CIS 460NC WORKFORCE PREP WEB DEVELOPMENT INTRODUCTION PROGRAMMING**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

The course provides workforce preparation in web development programming at both the client and server-side. Class covers basic problem-solving skills using computer programming and scripting languages. The class covers programming language data types, control structures, operators, functions, events, objects, classes flow control, syntax, debugging, IDE (Integrated Developers Environment), and software development strategies. The course includes an analysis of client-side versus server-side programming environments and languages. The emphasis is on the client-side scripting language JavaScript and popular JavaScript framework jQuery.

Grading Method: NC - Noncredit  
R-E-99

### **CIS 471NC MCSE CERTIFICATION EXAM PREP I**

**0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

Prepares students for Microsoft Certified Exam initial Azure Cloud exam. Specifically, the course covers concepts of the cloud including virtual machines, networking, security, web services and determining costs. The course includes the fundamental concepts of the cloud.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**CIS 472NC MCSE CERTIFICATION EXAM PREP II****0.0 Unit 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** CIS 471NC

Prepares students for Microsoft Certified Exam on Security, Compliance and Identity Fundamental. Through this course, students will be able to describe Microsoft Security, Compliance and Identity solutions and capabilities, across Azure and Microsoft 365, so that they can apply those learnings in defining end-to-end solutions to real world scenarios

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***CIS 473NC MCSE CERTIFICATION EXAM PREP III****0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

Prepares students for specialized and advanced Microsoft Certification cloud-related exams. Course emphasis will vary depending upon market conditions and demands.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***CIS 481NC CCNA 1 CISCO CERTIFIED NETWORK ASSOCIATE****0.0 Unit 2.00 hours Lecture 3.00 hours Lab**

Qualifies the student to take first CCNA exam in the CCNA 7.0 network academy. This course covers: advances in modern network technologies, implementing initial settings including passwords, IP addressing, and default gateway parameters on a network switch and end devices. Course explains how network protocols enable devices to access local and remote network resources, and how physical layer protocols, services, and network media support communications across data networks. Course also covers calculating numbers between decimal and binary.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***CIS 482NC CCNA 2 CISCO CERTIFIED NETWORK ASSOCIATE****0.0 Unit 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** CIS 481NC

Qualifies the student to take the CCNA 2 exam in the CCNA 7.0 network academy. This course covers: configuring devices by using security best practice, forwarding data with Layer 2 switches forward, VLANs and trunking in a switched network, Inter-VLAN Routing Troubleshooting, STP redundancy in a Layer 2 network, EtherChannel, DHCPv4 across multiple LANs, SLAAC and DHCPv6, dynamic address allocation in IPv6 networks, FHRP, LAN security, switch security, WLANs for network connectivity, and WLAN using a wireless router and WLC. Course also covers how routers use information in packets to make forwarding decisions, configuring IPv4 and IPv6 floating static routes and troubleshooting static and default route configurations.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***CMT-Computer Maintenance Technology****CMT 215 ELECTRONICS FOR COMPUTER TECHNOLOGISTS****3.0 Units 3.00 hours Lecture**

Basics of electronics for computer technologists, including terminology, components, circuits, signals, test equipment, and troubleshooting. Includes both DC and AC fundamentals, plus discrete components and integrated circuits related to computer technology and associated hardware. The emphasis is on concepts without extensive numerical analysis and calculations.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***CMT 220 COMPUTER MAINTENANCE AND REPAIR I****3.0 Units 2.50 hours Lecture 1.50 hours Lab**

First course of two in the sequence covering the basics of computer maintenance and repair. Includes PC hardware overview, motherboards, microprocessors, power supplies, memory, expansion buses, hard disk drives, and optical drives. Lab exercises with PCs give hands-on experience of the topics being studied.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

### **CMT 225 COMPUTER MAINTENANCE AND REPAIR II**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** CMT 220

Second course in the sequence covering the basics of computer maintenance and repair. Includes printers, communication devices, display technologies and video adapters, wired and wireless networks, virtualization, mobile devices, Windows maintenance and optimization, Windows troubleshooting, and computer security. Lab exercises give hands-on experience of the topics being studied.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CMT 230 APPLIED NETWORK TECHNOLOGY**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** CMT 220

Study of computer networks for technicians. Includes network wiring, connectors, repeaters, hubs, routers, bridges and their application to system specifications and the OSI model and its protocols. Installation, troubleshooting, and maintenance of computer networks and network hardware are emphasized in the laboratory.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CMT 235 A+ EXAM PREPARATION FOR COMPUTER SERVICE TECHNICIANS**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** CMT 220, 225, 230

Preparation and review for the A+ Certification Exams for computer service technicians. Covers topics for all exams. Test taking strategies and practice tests will be covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **COMM-Communication Studies**

### **COMM 1 COMMUNICATION FUNDAMENTALS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** ENG 1A/1AH with a grade of "C" or better

Understand and use the processes of communication in making personal and social decisions in everyday life, including an understanding of problems and propositions; organization and development of ideas; evidence; methods of research, criticism and evaluation. Presentation of ideas in informative and persuasive contexts. Platform speaking experience will be required (formerly SP 1).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **COMM 1H HONORS COMMUNICATION FUNDAMENTALS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** ENG 1A or 1AH with a grade of "C" or better

Understand and use the processes of communication in making personal and social decisions in everyday life, including an understanding of problems and propositions; organization and development of ideas; evidence; methods of research, criticism and evaluation. Presentation of ideas in informative and persuasive contexts. Platform speaking experience will be required. The Honors course is enriched by the development of ePortfolios, competitive speaking experiences, and reduced class size. Credit may be earned for either COMM 1 or COMM 1H, but not both (formerly SP 1H). Letter grade only.

Grading Method: GN - Letter Grade only  
NR

### **COMM 2 PERSUASION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** COMM 1/1H and/or ENG 1A/1AH with a grade of "C" or better

Examines the components of persuasive messages in advertising, politics and sales. Analyze persuasive themes, such as: ethics, logic, reasoning, and fallacies as they relate to the use of evidence, speaker credibility, and emotional appeals directed toward various types of audiences (formerly SP 2).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **COMM 3 ARGUMENTATION AND DEBATE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Introduction to the principles of argumentation and competitive debate. Students gain a practical understanding of effective strategies for the construction and refutation of arguments that can be utilized in myriad personal and public situations. Research methodology, use of evidence, communication ethics, and the fundamentals of critical thinking will be emphasized (formerly SP 3).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **COMM 5 INTERPERSONAL COMMUNICATION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Introduction to strategies and behaviors in all aspects of the interpersonal communication process. Includes study of self concept, relationships, perception, listening, verbal and non-verbal communication (formerly SP 5).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COMM 8 GENDER COMMUNICATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Focuses on the interactive relationships between gender and communication. Includes verbal and nonverbal aspects of communication; social and cultural expectations and roles; problem analysis and decision-making specific to gender conflict. Enables students to appreciate gender differences and to listen and interact with others more effectively (formerly SP 8).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COMM 20 INTERCULTURAL COMMUNICATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Designed to reveal how culture influences interaction patterns. Includes the theory and the process of communicating with people across cultural, ethnic, and racial divides, interaction in various contexts such as interpersonal relationships, small groups, and work environments. Current events, film, and multimedia used to analyze the impact of intercultural studies in today's society (formerly SP 20).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COMM 30 INTRODUCTION TO ORAL INTERPRETATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Survey of prose, poetry, and drama. Focuses on the analysis and criticism of literature, examines various interpretive theories within the context of the period written. Students will present and perform literary selections (formerly SP 30). Students are limited to a combined total of four enrollments in COMM/SP/TA 30 and COMM/SP/TA 32.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COMM 32 INTERPRETERS' THEATRE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** COMM 30

Stressing the techniques of script preparation, direction, and staging of literature. Coursework will culminate in a student-performed and directed Interpreters' Theatre (formerly SP 32). Students are limited to a combined total of four enrollments in COMM/SP/TA 30 and COMM/SP/TA 32.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COMM 106 FORENSICS ACTIVITY****3.0 Units 1.00 hour Lecture 6.00 hours Lab***Transfers: CSU*

Preparation for and presentation of materials for college-sponsored speech and debate activities and tournaments. Events include debate, platform speaking, and oral interpretation of literature. Participation is required for credit. Offered as open-entry/open-exit (formerly SP 106).

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**COMM 106 FORENSICS ACTIVITY****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

Preparation for and presentation of materials for college-sponsored speech and debate activities and tournaments. Events include debate, platform speaking, and oral interpretation of literature. Participation is required for credit. Offered as open-entry/open-exit (formerly SP 106).

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**COMM 106 FORENSICS ACTIVITY****1.0 Unit 1.00 hour Lecture 1.00 hour Lab***Transfers: CSU*

Preparation for and presentation of materials for college-sponsored speech and debate activities and tournaments. Events include debate, platform speaking, and oral interpretation of literature. Participation is required for credit. Offered as open-entry/open-exit (formerly SP 106).

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**COS-Cosmetology**

**COS 211 COSMETOLOGY FRESHMAN-LEVEL 1**  
**0.5-12.0 Units 0.00-6.00 hours Lecture 1.50-18.10**  
**hours Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. California State Board of Barbering and Cosmetology Business and Professions Code Section 7321 provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) Has completed the 10th grade in the public schools of this state or its equivalent. First of four courses introducing the basic science and application of cosmetology. Lecture includes State Board Rules and Regulations, bacteriology, anatomy, physiology, health, safety, and hazardous substances. Students will understand and demonstrate disinfection, sanitation, and client protection. Students will learn skills using a mannequin hand and head to perform scalp treatments, haircut and styles, chemical straightening, tinting, bleaching, eyebrow arch, makeup application, facials, pedicures, and manicures. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only  
*R-E-3 - Repeatable up to 3 times until student earns 12 units*

**COS 211A COSMETOLOGY FRESHMAN-LEVEL 1A**  
**0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours**  
**Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. California State Board of Barbering and Cosmetology Business and Professions Code Section 7321 provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) Has completed the 10th grade in the public schools of this state or its equivalent. The first of eight consecutive courses introducing the basic science and application of cosmetology. Students will understand and demonstrate disinfection, sanitation, and client protection. Lecture will also include The California State Board Rules and Regulations, bacteriology, anatomy and physiology. Students will understand and be able to complete a basic scalp treatment, haircut and style, chemical straightening, tinting, and bleaching. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only  
*R-E-3 - Repeatable up to 3 times until student earns 6 units*

**COS 211B COSMETOLOGY FRESHMAN-LEVEL 1B**  
**0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours**  
**Lab**

**Prerequisite:** COS 211A or completion of 200 hours  
 The second of eight consecutive courses introducing the basic science and application of cosmetology. Students will understand and demonstrate disinfection, sanitation, and client protection. Lecture will include The California State Board Rules and Regulations, health, safety, and hazardous substances as it relates to cosmetology. Students will understand and be able to complete a basic eyebrow arch, makeup application, facial, pedicure, manicure, and apply an acrylic nail. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only  
*R-E-3 - Repeatable up to 3 times until student earns 6 units*

**COS 212 COSMETOLOGY INTERMEDIATE-LEVEL 2**  
**0.5-12.0 Units 0.00-6.00 hours Lecture 1.50-18.10**  
**hours Lab**

**Prerequisite:** COS 211 or COS 211A and COS 211B or completion of 400 hours

Second of four courses learning the science and application of cosmetology. Lecture includes continued instruction in the California State Board Rules and Regulations, hair and scalp analysis, hair cutting and styling, permanent waving, chemical cosmetics preparations, facial analysis, and electricity. Students will continue to demonstrate disinfection, sanitation, health, safety, client and technician protection. Students will perform scalp treatment, haircut, thermal style, permanent wave, chemical straightening, tinting, and bleaching hair, skin and nails analysis, electrical facial, hair removal, makeup application, manicure, pedicure, and acrylic nail on a client or mannequin. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only  
*R-E-3 - Repeatable up to 3 times until student earns 12 units*

**COS 212A COSMETOLOGY INTERMEDIATE-LEVEL 2A****0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours Lab****Prerequisite:** COS 211 or COS 211B or completion of 400 hours

The third of eight consecutive courses learning the science and application of cosmetology. Students will understand and demonstrate disinfection, sanitation, client and technician protection. Lecture will include continued instruction in The California State Board Rules and Regulations, bacteria identification, hair and scalp analysis, thermal styling, permanent waving, and use of hair cutting tools. Students will understand and be able to complete scientific brushing, scalp treatment, haircut, thermal style, permanent wave, chemical straightening, tinting, and bleaching on a client or mannequin. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 6 units***COS 212B COSMETOLOGY INTERMEDIATE-LEVEL 2B****0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours Lab****Prerequisite:** COS 212A or completion of 600 hours

The fourth of eight consecutive courses learning the science and application of cosmetology. Lecture will include continued instruction in The California State Board Rules and Regulations, chemical composition, purpose of cosmetics preparations, bacteriology, facial analysis, and electricity used in cosmetology. Students will continue to demonstrate disinfection, sanitation, health, safety, hazardous substances, and client and technician protection. Students will be able to analyze skin and nails, perform an electrical facial, hair removal, makeup application, manicure, pedicure, and acrylic nail on a client or mannequin. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 6 units***COS 213 COSMETOLOGY ADVANCED-LEVEL 3  
0.5-12.0 Units 0.00-6.00 hours Lecture 1.50-18.10 hours Lab****Prerequisite:** COS 212 or COS 212A and COS 212B or completion of 800 hours

Third of four courses in advanced science and application of cosmetology. Lecture includes continued instruction, and demonstration in State Board Rules and Regulations, disinfection, sanitation, health, safety, hygiene, ergonomics, disease identification, biology, anatomy, customizing services, advanced analysis, texturized cutting, electrical facials and safety for elderly clients. Students will perform advance haircutting and styling, permanent wave and straightening, custom hair coloring, facial peels, wax hair removal, makeup, manicure, acrylic nails, and pedicures on a client or mannequin. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 12 units***COS 213A COSMETOLOGY ADVANCED-LEVEL 3A  
0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours Lab****Prerequisite:** COS 212 or COS 212B or completion of 800 hours

Fifth of eight consecutive courses learning the science, and applied science of cosmetology. Lecture, demonstration, and lab will include customizing client services, advanced analysis, custom haircut and coloring, thermal hairstyling. Students will demonstrate ergonomics while performing electrical facials and peels, and operating electrical equipment. Continued instruction, and demonstration in State Board Rules and Regulations, disinfection, sanitation, health, safety, hygiene, ergonomics, disease identification, biology, anatomy, and chemical composition of products. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 6 units*



**COS 213B COSMETOLOGY ADVANCED-LEVEL 3B**  
**0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours**  
**Lab**

**Prerequisite:** COS 213A or completion of 1000 hours  
 Sixth of eight consecutive courses learning the applied science of cosmetology. Lecture, demonstration, and lab will include customizing client services, advanced application on haircuts, coloring, thermal hair styling. Students will demonstrate ergonomics while performing facials and packs, eyebrow waxing, corrective makeup, operating electrical equipment and safety precautions with pedicure on elderly people. Continued instruction, and demonstration in State Board Rules and Regulations, disinfection, sanitation, health, safety, hygiene, ergonomics, disease identification, biology, anatomy, and chemical composition of products. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 6 units*

**COS 214 COSMETOLOGY SENIOR-LEVEL 4**  
**0.5-12.0 Units 0.00-6.00 hours Lecture 1.50-18.10**  
**hours Lab**

**Prerequisite:** COS 213 or COS 213A and COS 213B or completion of 1,200 hours

Last of four, 400 hour courses, completing the mandated 1,600 hours of training. The main focus is student preparation for the cosmetology licensing examination, and pursuing a job as entry level cosmetologist. Lecture, demonstration, and lab will include written tests, and mock-up exams with mannequins, including color application, haircuts, hair styling, facials, eyebrow waxing, makeup, using electrical equipment, manicures, and pedicure. Continued instruction, and demonstration in State Board Rules and Regulations, disinfection, sanitation, health, safety, hygiene, ergonomics, disease identification, biology, anatomy, and chemical composition of products. Students will continue to work on the clinic floor doing client services.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 12 units*

**COS 214A COSMETOLOGY SENIOR-LEVEL 4A**  
**0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours**  
**Lab**

**Prerequisite:** COS 213 or COS 213B or completion of 1,200 hours

Seventh of eight courses, focusing on student preparation for the Cosmetology licensing examination. Lecture, demonstration, and lab will include written tests, and mock-up exams with mannequins, including color application, haircuts, thermal hair styling, facials, eyebrow waxing, makeup, operating electrical equipment and safety precautions with pedicure. Continued instruction, and demonstration in State Board Rules and Regulations, disinfection, sanitation, health, safety, hygiene, ergonomics, disease identification, biology, anatomy, and chemical composition of products. Students will continue to work on the clinic floor doing client services. The full 1,600 hour program is designed to prepare students for the cosmetology examination, and as an entry level cosmetologist.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 6 units*

**COS 214B COSMETOLOGY SENIOR-LEVEL 4B**  
**0.5-6.0 Units 0.00-3.00 hours Lecture 1.50-9.05 hours**  
**Lab**

**Prerequisite:** COS 214A or completion of 1,400 hours

Final course of eight, 200 hour courses, completing the mandated 1,600 hours of training. The main focus is student preparation for the cosmetology licensing examination, and pursuing a job as entry level cosmetologist. Lecture, demonstration, and lab will include written tests, and mock-up exams with mannequins, including color application, haircuts, hair styling, facials, eyebrow waxing, makeup, using electrical equipment, manicures, and pedicure. Continued instruction, and demonstration in State Board Rules and Regulations, disinfection, sanitation, health, safety, hygiene, ergonomics, disease identification, biology, anatomy, and chemical composition of products. Students will continue to work on the clinic floor doing client services.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 6 units*



**COS 250A ESTHETICIAN LEVEL A****0.5-9.0 Units 0.00-4.50 hours Lecture 1.50-13.58 hours Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. California State Board of Barbering and Cosmetology Business and Professions Code provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) Has completed the 10th grade in the public schools of this state or its equivalent. The first of two, 300-hour courses designed to prepare students for the State licensing examination and success as estheticians. Course includes classroom instruction and laboratory practice. At completion of 600 hours and passing the California State Board Examination, students will be prepared as entry-level Estheticians. Successful completion of the State Licensing Examination allows the graduate cosmetician to perform manual and electrical facials, microdermabrasion, eyebrow arching and hair removal (except by electrolysis), or become a make-up artist, skin care professional, or representative. A variable unit course offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 9 units***COS 250B ESTHETICIAN LEVEL B****0.5-9.0 Units 0.00-4.50 hours Lecture 1.50-13.58 hours Lab****Prerequisite:** COS 250A or 300 hours of training.

The second of two 300-hour courses designed to prepare students for the State licensing examination and success as Estheticians. Course includes classroom instruction and laboratory practice. At completion of 600 hours and passing the California State Board Examination, students are prepared as entry-level Estheticians and able to perform manual and electrical facials, microdermabrasion, eyebrow arching and hair removal (except by electrolysis), or become a make-up artist, skin care professional or representative. A variable unit course offered on an open-entry/open-exit basis with a required minimum number of combined lecture/lab hours per week.

Grading Method: GN - Letter Grade only

*R-E-3 - Repeatable up to 3 times until student earns 9 units***COS 401NC ESTHETICIAN BEGINNER-LEVEL 1****0.0 Unit 4.50 hours Lecture 13.58 hours Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. California State Board of Barbering and Cosmetology Business and Professions Code Section 7324 provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) Has completed the 10th grade in the public schools of this state or its equivalent. First of two courses designed to prepare students for the state licensing examination. Includes State Board Acts and Regulations, health and safety, sanitation and disinfection. Students will learn facials, hair removal, eyebrow and lash beautification and makeup applications. Upon completion of 600 hours and passing the state examination, students will be prepared as an entry-level esthetician and can perform facials, microdermabrasion, eyebrow arching and hair removal, and become a make-up artist, skin care professional, or representative. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 300 hours***COS 402NC ESTHETICIAN ADVANCED-LEVEL 2****0.0 Unit 4.50 hours Lecture 13.58 hours Lab****Prerequisite:** COS 401NC or 300 hours of training

Second of two courses designed to prepare students for the state licensing examination. Students will perform manual, electrical, and chemical facials, microdermabrasion, all eyebrow and eyelash beautification and make-up. Provides students with communication skills that include professional ethics and salesmanship. Upon successful completion of 600 hours and passing the California State Board Examination, students will be prepared as an entry-level esthetician and can perform manual and electrical facials, microdermabrasion, eyebrow arching and hair removal, and become a make-up artist, skin care professional, or representative. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 300 hours*

**COS 408NC HAIRSTYLING BEGINNER-LEVEL 1**  
**0.0 Unit 4.50 hours Lecture 13.58 hours Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. California State Board of Barbering and Cosmetology Business and Professions Code Section 7322 provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) Has completed the 10th grade in the public schools of this state or its equivalent. First of two courses introducing the beginning principles and practices of hairstyling. Covers the Board of Barbering and Cosmetology Acts and Regulations, health, safety, and disinfection and sanitation. Includes basic shampooing, blow drying, curling, and hairstyling. Introduces basic haircutting, scalp massage, non-chemical straightening. Both theory and practical applications required by the California Board of Barbering and Cosmetology will be covered. Students will be introduced to the clinic floor performing client services. The 600-hour program is designed to prepare students for the hairstyling examination and as an entry-level hairstylist. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 300 hours*

**COS 409NC HAIRSTYLING ADVANCED-LEVEL 2**  
**0.0 Unit 4.50 hours Lecture 13.58 hours Lab**

**Prerequisite:** COS 408NC or 300 hours of training  
 Second of two courses designed to prepare students for the state licensing examination. Presents advanced principles and practices of Hairstyling including braiding, up styles, thermal styling, curling, waving the hair, cleaning or stimulating/massaging the scalp, face, or neck by means of hands. Includes advanced haircutting techniques using shears, razors, texturizing shears, and clippers. Continued instruction, and demonstration of State Board Rules and Regulations, health and safety, disinfection and sanitation, client, and technician protection. The 600-hour program is designed to prepare students for the hairstyling examination and as an entry-level hairstylist. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 300 hours*

**COS 411NC MANICURING BEGINNER-LEVEL 1**  
**0.0 Unit 3.00 hours Lecture 9.05 hours Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. California State Board of Barbering and Cosmetology Business and Professions Code Section 7326 provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) Has completed the 10th grade in the public schools of this state or its equivalent. First of two courses introducing the beginning principles and practices of manicuring: nail anatomy, structure, growth, disorders, and diseases. Instruction in proper use of instruments, equipment, and electrical tools. Covers Board of Barbering and Cosmetology Acts and Regulations, as well as principles of salesmanship and skills serving the public. Introduces students to the clinic floor doing client services. At completion of 400 hours and passing the California State Board manicuring examination, students will be prepared as an entry-level manicurist. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 200 hours*

**COS 412NC MANICURING ADVANCED-LEVEL 2**  
**0.0 Unit 3.00 hours Lecture 9.05 hours Lab**

**Prerequisite:** COS 411NC or 200 hours of training  
 Second of two courses introducing advanced principles and practices of manicuring. Includes nail tips, wraps, repairs, nail enhancements and light cured gels. Chemistry as it relates to the composition of cosmetic material used in manicuring is also covered. Course includes both theory and practical applications required by the California Board of Barbering and Cosmetology. Students will continue to work on the clinic floor doing client services. At completion of 400 hours and successfully passing the California State Board examination, students will be prepared as an entry-level manicurist. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 200 hours*

### **COS 415NC COSMETOLOGY BEGINNER-LEVEL 1 0.0 Unit 3.75 hours Lecture 11.31 hours Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. California State Board of Barbering and Cosmetology Business and Professions Code Section 7321 provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) has completed the 10th grade in the public schools of this state or its equivalent. First of four courses introducing the basic science and application of Cosmetology. Includes State Board Acts and Regulations, bacteriology, anatomy, physiology, health and safety. Students will demonstrate disinfection, sanitation, and client protection. Students will learn and perform scalp treatments, haircut and styles, chemical straightening, tinting, bleaching, eyebrow arch, makeup application, facials, pedicures, and manicures. The 1,000-hour program is designed to prepare students for the Cosmetology examination and as an entry-level Cosmetologist. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

### **COS 416NC COSMETOLOGY INTERMEDIATE-LEVEL 2**

**0.0 Unit 3.75 hours Lecture 11.31 hours Lab**

**Prerequisite:** COS 415NC or 250 hours of training  
Second of four courses, learning the science and application of Cosmetology. Including continued instruction on the California State Board Acts and Regulations, hair and scalp analysis, hair cutting and styling, permanent waving, chemical cosmetics preparations, facial analysis, and electricity. Theory and practical instruction in sanitation and disinfection and health and safety. Students will perform hairstyling, chemical, skin care, and manicuring services on a client or mannequin. The 1,000-hour program is designed to prepare students for the Cosmetology examination and as an entry-level Cosmetologist. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

### **COS 417NC COSMETOLOGY ADVANCED-LEVEL 3**

**0.0 Unit 3.75 hours Lecture 11.31 hours Lab**

**Prerequisite:** COS 416NC or 500 hours of training

Third of four courses in advanced science and application of Cosmetology. Includes instruction and demonstration in State Board Acts and Regulations, hygiene, ergonomics, disease identification, biology, anatomy, customizing services, advanced analysis, texturized cutting, and electrical facials. Students will perform advanced haircutting and styling, permanent wave and straightening, custom hair coloring, wax hair removal, makeup, manicure, acrylic nails, and pedicures on a client or mannequin. The 1,000-hour program is designed to prepare students for the Cosmetology examination and as an entry-level Cosmetologist. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week. Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

### **COS 418NC COSMETOLOGY PROFICIENT-LEVEL 4**

**0.0 Unit 3.75 hours Lecture 11.31 hours Lab**

**Prerequisite:** COS 417NC or 750 hours of training

Last of four courses, completing the state mandated 1,000-hours of training. Focus is student preparation for the Cosmetology licensing examination and learning business skills to pursue a job as an entry-level Cosmetologist. Lecture, demonstration, and lab will include written tests, and mock-up exams with mannequins, including color application, haircuts, hair styling, facials, all eyebrow and lash applications, makeup, using electrical equipment, manicures, and pedicures while maintaining disinfection and sanitation. Students will continue to work on the clinic floor doing client services. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

**COS 420NC BARBERING BEGINNER-LEVEL 1****0.0 Unit 3.75 hours Lecture 11.31 hours Lab**

**Limitation on Enrollment:** Students must be a minimum of 16 years of age to enroll in this course. The California State Board of Barbering and Cosmetology Business and Professions Code Section 7321.5 provides that the minimum qualifications for an applicant to sit for the licensure examination are that the applicant: (a) is not less than 17 years of age, (b) has completed the 10th grade in the public schools of this state or equivalent. First of four courses introducing basic shaving, hairstyling, permanent waving and chemical straightening, scalp treatments, hair cutting, hair coloring and bleaching. Covers the California Board of Barbering and Cosmetology Acts and Rules and Regulations including proper health and safety as well as disinfection and sanitation procedures. Both theory and practical applications required by the California Board of Barbering and Cosmetology will be covered. Students will be introduced to the clinic floor doing client services. The 1,000-hour program is designed to prepare students for the Barbering examination and as an entry-level Barber. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

**COS 421NC BARBERING INTERMEDIATE-LEVEL 2****0.0 Unit 3.75 hours Lecture 11.31 hours Lab**

**Prerequisite:** COS 420NC or 250 hours of training  
Second of four courses, learning the science and application of Barbering. Includes continued instruction and demonstration on State Board Rules and Regulations, disinfection, sanitation, health and safety, hygiene, ergonomics, disease identification, biology, anatomy, customizing services, advanced analysis, and textured cutting. Students will perform all Barbering applications on a client or a manikin. Includes both theoretical and practical applications required by the California Board of Barbering and Cosmetology. The 1,000 hour program is designed to prepare students for the Barbering examination and as an entry-level Barber. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

**COS 422NC BARBERING ADVANCED-LEVEL 3****0.0 Unit 3.75 hours Lecture 11.31 hours Lab****Prerequisite:** COS 421NC or 500 hours of training

Third of four courses preparing students for the Barber examination. Shaving and facial hair design of the mustache and beard, scalp and hair treatments, scalp and facial massage manipulations and techniques, and learning various skin disorders. Proper handling of instruments/tools such as the straight razor, haircutting shears, and clippers. Teaches communication including professional ethics and salesmanship. Learn basic record keeping: client service record cards and State Board applications, while maintaining proper table set-up with sanitation and disinfection procedures and continuing to work on the clinic floor performing client services. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week. Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

**COS 423NC BARBERING PROFICIENT-LEVEL 4****0.0 Unit 3.75 hours Lecture 11.31 hours Lab****Prerequisite:** COS 422NC or 750 hours of training

Last of four courses introducing advanced principles and practices of Barbering. Includes demonstrating competence in shear, razor, clipper cutting, tapering, blending, thinning, texturizing techniques, and safe handling of tools. Learning business skills, how to build a resume and employment portfolios. At completion of 1,000 hours and passing the California Board examination, students will be prepared as an entry-level barber. This is an open-entry/open-exit class with a required minimum number of combined lecture/lab hours per week.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-3 - Repeatable up to 3 times until qualification of 250 hours*

**COUN-Counseling**

**COUN 1 ACADEMIC PLANNING****1.5 Units 1.50 hours Lecture***Transfers: CSU, UC*

Designed to prepare students for a successful college and transfer experience. Topics include opportunities and requirements for vocational programs and associate degrees as well as for transfer to four-year colleges and universities. Students develop an academic plan based on individual educational goals. College survival skills and issues will be discussed, including college expectations, student motivations, study skills, time management, college resources, and academic policies. Students will also learn strategies for choosing a major. The overall objective of the course is to help students identify and overcome obstacles to academic success. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COUN 40 COLLEGE AND CAREER SUCCESS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Designed to foster college and career success. College and university policies and campus resources are examined. Theories and strategies of college success are evaluated including time management, study skills, student health and wellness, diversity and global awareness, communication and critical thinking. Students will analyze career related assessments, research careers and majors, and develop comprehensive academic plans. Recommended for first time college students or any students undecided on a major or goal. (formerly, COUN 140)  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COUN 51 HUMAN RELATIONSHIPS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Integrating psychological, sociological, and physiological perspectives, this course will explore the human experience and the human conditions that lead to self-awareness and effective interpersonal skills. Aspects of human experiences examined will include the dimensions of relatedness: to the self, to the body, to significant others and to the larger social context including cultural pluralism. The environments we create in which we flourish and the spaces between us that gives us meaning will be explored. In addition, ways to enhance and grow healthy relationship skills within those contexts will be presented. (formerly, COUN 151)  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COUN 60 CAREER EXPLORATION****3.0 Units 3.00 hours Lecture***Transfers: CSU*

This course focuses on the process of career and vocational decision making for achieving wholeness over the life span. Applying psychological, sociological, and physiological concepts, students explore strategies to create a meaningful life purpose to live and work in an increasingly interconnected world, and establish connections between educational, career, and life decisions. Focuses on theories of succeeding in college and/or work place. Emphasis is placed on critical thinking, communication skills, self-awareness, health and wellness, technological, cultural diversity and global awareness. Strongly recommended for students who are undecided about their majors or who are in the process of changing careers. (formerly, COUN 160)  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COUN 61 LEARNING AND STUDY TECHNIQUES****1.5 Units 1.50 hours Lecture***Transfers: CSU*

Applies principles derived from cognitive/behavioral psychology to facilitate development of organizational and critical thinking skills. This course is designed to assist students in developing effective academic study skills and critical thinking strategies necessary to reach their educational and career goals. Includes strategies for information acquisition, retention, and retrieval. Practical applications focus on decision making, goal setting, motivational techniques, interpersonal communication techniques, time management, note taking, test-taking/ test taking anxiety reduction, and didactic learning skills. Topics surveyed include educational learning theories; examination of beliefs, values, and needs related to learning and self efficacy. (formerly, COUN 161)  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**COUN 100 COLLEGE SUCCESS****1.5 Units 1.50 hours Lecture***Transfers: CSU*

Designed to introduce students to higher education and to create greater success in life. Students will learn proven strategies for creating academic and personal success with a special emphasis on enhancing critical thinking, self-awareness and interpersonal skills. Topics include understanding and utilizing college resources, communication and interdependence with faculty, support staff and fellow students. Students will complete a first semester educational plan. Intended to prepare students for subsequent counseling courses related to academic, career and personal success.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **COUN 150 HELPING SKILLS FOR INTERPERSONAL RELATIONSHIPS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Designed to aid the individual in acquiring counseling communication skills and self-awareness necessary to improve relationships and create positive change. The student will critically analyze theories of counseling/helping and will utilize empathy, honesty, and caring in relationships to affect positive change in others. Benefits those in the helping professions as well as any individual seeking to be more helpful in relationships with others.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **CS-Computer Science**

### **CS 1A INTRODUCTION TO COMPUTER SCIENCE I**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

The first course in the Introduction to Computer Science series. Designed as a hands-on introduction to the field of computer science for students preparing to enter the field or who are looking for a general interest course. Includes an overview of the history of computers, their hardware, and systems software. Emphasizes algorithm development using modern design methodologies and programming concepts up to and including looping algorithms, functions, and arrays. Programs implemented in a contemporary high-level-language currently C++.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CS 1B INTRODUCTION TO COMPUTER SCIENCE II**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CS 1A

The second course in the Introduction to Computer Science series. Covers programming concepts including the properties of modularity and applies a contemporary high level programming language, currently C++, to the solutions of a wide variety of problems relating to science and business. Emphasis is on development, debugging, and testing of programs that use a wide variety of simple and composite data types. Includes functional and object-oriented programming.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CS 1C INTRODUCTION TO COMPUTER SCIENCE III**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CS 1B

The third and final course in the Introduction to Computer Science series. Designed for computer science majors and interested professionals. Topics include lexical conventions, data types, classes, constructors, destructors, overloading, conversions, inheritance, exceptions, and I/O. Solutions will be implemented using a high-level language-currently C++.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **CS 1D DATA STRUCTURES**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CS 1B

**Recommended Preparation:** CS 1C

Covers basic concepts of data structures and related algorithms. The abstract data types of lists, stacks, queues, strings, binary and general trees, multidimensional and sparse arrays, and graphs will be discussed and implemented using a contemporary programming language. Recursion, searching, and sorting will also be examined.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

C-ID: COMP 132



### **CS 3A COMPUTER ORGANIZATION AND MACHINE LANGUAGE**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CS 1A

**Recommended Preparation:** Placement by the current assessment process or successful completion of college-level intermediate algebra with a "C" or better.

An introductory course in computer organization with emphasis on machine language programming. Concepts covered include finite precision arithmetic, floating point architecture, Boolean Algebra, computer systems organization, microprogramming, and conventional machine language programming with the corresponding assembly language notation.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CS 3B COMPUTER ORGANIZATION AND ASSEMBLY LANGUAGE**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CS 3A

Develops the concepts of computer organization begun in CS 3A with an emphasis in assembly languages. The concepts covered include languages, operating systems, and multi-level machines.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CS 4A INTRODUCTION TO JAVA FOR COMPUTER SCIENCE**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CS 1B

An introduction to developing Java applications and applets. Topics include classes, inheritance, exceptions, arrays, vectors, recursion, streams, the abstract windowing tool kit, and swing components.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CS 4B ADVANCED TOPICS IN JAVA FOR COMPUTER SCIENCE**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** CS 4A

Advanced topics in Java including core class libraries, the swing components, the collections framework, multi-threading, servlets, JSP, RMI, JDBC, and software engineering concerns.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CS 30A COMPUTER DISCRETE MATHEMATICS I**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** MATH 2 and CS 1A

This course is designed primarily for computer science majors. Areas of study include logic, proofs, basic structures, algorithms, integers, matrices, induction, recursion, counting principles, discrete probability, inclusion-exclusion, and graphs and trees. This course is also listed as MATH 30A; credit will be given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: COMP 152

### **CS 30B COMPUTER DISCRETE MATHEMATICS II**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** CS 30A or MATH 30A

This course is designed primarily for computer science majors. Major topics include propositional logic, proofs, recursion, combinatorics, probability, number theory, relations, graphs, trees, Boolean algebra, and modeling computation. This course is also listed as MATH 30B; credit will be given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CS 260 CRYPTOGRAPHY IN CYBER OPERATIONS**

**3.5 Units 3.00 hours Lecture 2.00 hours Lab**

**Prerequisite:** CIMS 165, CIMS 155, CIMS 130 and CS 1D

This capstone course is designed to provide students with an understanding of the functionality of a Cyber Operations Center (COC) and how to protect network assets through the use of Cryptography, Cryptology, and Cryptanalysis along with rigorous mathematical, computer programming, and Cyber-security skills. Topics include the role of a COC, Cryptography, Cryptology, and Cryptanalysis, block ciphers, data encryption, authentication, pseudo random number generators, zero-knowledge proofs, recognition of patterns or structures. Students will gain experience in offensive (Red Team) and defensive (Blue Team) COC operations via lab assignments and local/national cyber-security competitions.

Grading Method: GN - Letter Grade only  
NR

## **CVTR-Cinema, Television, Radio**



**CTVR 1 MASS MEDIA AND SOCIETY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of mass media and media technology as they apply to society. Includes a study of media functions, responsibilities, practices, and influences, as well as a study of media law, ethics, history, development, and potential for the future. The course is designed to increase student awareness of the impact of mass media in shaping society. Also listed as JRN 1. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: JOUR 100

**CTVR 2 HISTORY AND APPRECIATION OF TELEVISION BROADCASTING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Evaluation of television broadcasting as a medium of mass communication through exploration of its history, creative techniques, and relationship to society. Exploration of historical development and analysis of major works (formerly CTVR 102).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 3 THE HISTORY AND APPRECIATION OF AMERICAN CINEMA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Evaluation of American Cinema as an art form and a medium of mass communication through exploration of its history, literature, creative techniques, and relationship to society. Viewing and critiquing outstanding films from different eras of cinema's history.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 4 CINEMATIC STORYTELLING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Critical evaluation of principles, techniques and their implication in narrative, documentary and experimental filmmaking. Viewing and critiquing films of various movements, analyzing the appearance of film space and film time through cinematography, mise-en-scene, editing, sound and special effects.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 5 HISTORY AND APPRECIATION OF INTERNATIONAL CINEMA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Evaluation of International Cinema as an art form and cultural force through exploration of its history, techniques, and relationship to society. Viewing and critiquing outstanding examples of international cinema including genre from European, Latin, and Asian origins.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 7 CROSS CULTURAL CINEMA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Perspectives of underrepresented groups in US films. Examination of political, economic, and philosophical highlights of their work in front of and behind the camera. Analysis of the societal impact of these films.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 9 WOMEN IN CINEMA AND TELEVISION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A historical perspective on the role of women in film. Examination of political, economic, and philosophical highlights of the work of women in front of and behind the camera. Societal impact women have had in film.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 31 FILM PRODUCTION I****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC***Prerequisite:** CTVR 101

Single-camera style narrative film production from pre-production and shooting to post-production. Skills specifically for narrative film production including language of cinematography, telling a visual story, character development, blocking and composition, basic lighting techniques and audio acquisition techniques, and master scene technique.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 32 FILM PRODUCTION II****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC***Prerequisite:** CTVR 31**Recommended Preparation:** CTVR 40

Production of short films to compete in film festivals. Emphasis on professional level films and personal development of skills. Single-camera narrative film style production with advanced digital film production equipment and non-linear editing programs.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 40 TELEVISION AND FILM SCRIPTWRITING I****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Emphasizes the theories, formats, practices, and organization in writing scripts for television broadcasting and film production. Includes character development, the rewrite, dialogue, format, story and structure. Student work will be considered for production by film production courses.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 42 TELEVISION AND FILM DIRECTING****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC***Prerequisite:** CTVR 101

Specialized training in the elements of directing for film and television, including camera, directing talent, blocking and directing in post-production.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 100 INTRODUCTION TO CINEMA, TELEVISION, AND RADIO****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Exploration of the history and organization of the radio, TV, and film industry. Overview of the technologies and organizational structure of the industry with emphasis on career opportunities in radio, TV, and film. Investigation of skills needed to be successful in broadcasting and film business.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 101 VIDEO PRODUCTION BASICS****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

Introduction to video production including camera, audio, lighting, and editing. Development of an understanding of video technology and vocabulary. Application of video techniques and tools such as cameras, lights, audio, and non-linear editing. Application of aesthetic theory to student productions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 104 COLD READING AND INTERVIEW TECHNIQUES****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Acquisition of cold reading and interview techniques for performance related positions in film, television and radio.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 106 VIDEO JOURNALISM****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

**Recommended Preparation:** JRN 2 and CTVR 101  
Incorporates print and broadcast techniques to produce multimedia pieces for the web, tablets and emerging platforms with a focus on video journalism. Topics include multimedia storytelling that incorporates shooting and editing video, recording and editing sound, writing, and still photographs. An emphasis will be placed on journalistic, documentary-style video storytelling for the news media. Also listed as JRN 106. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 110 AUDIO PRODUCTION****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

Introduction to the basic principles and techniques of acquiring, developing, and producing material for various audio applications including: radio, internet, and other forms of media production.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 111 AUDIO AND SOUND DESIGN FOR TELEVISION AND FILM****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** CTVR 101

An advanced hands-on course in audio-production and sound design techniques used for radio, television, film, and new media. Applications and techniques in the areas of recording, mixing, effects, and mastering. Audio terminology and current equipment technology in pre-production, production, and post-production.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 113 RADIO BROADCASTING****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** CTVR 110

A hands-on introduction to radio broadcasting principles and techniques for producing radio shows in a variety of formats. Exploration of the radio industry, station structure, career opportunities and emerging broadcast platforms. Radio program produced by the student will be broadcast on the college radio station, OC Rock Radio.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 114 RADIO STATION ACTIVITIES****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** CTVR 110 and 113

Radio station operations. Development of on-air performance and broadcast equipment skills, with an emphasis on developing a format radio show. Students host live or voice-tracked air shifts on KSBR-FM HD2 and OC Rock Radio.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 115 ADVANCED RADIO PERFORMANCE AND STUDIO OPERATIONS****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Prerequisite:** CTVR 113

Provides students with advanced practical instruction in broadcast and internet radio performance, regulations, studio equipment, and software. Students will have opportunity to hold live and recorded air shifts on the college radio stations.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 124 TELEVISION PRODUCTION I****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Prerequisite:** CTVR 101

A hands-on course in producing, directing, and shooting television shows. Extensive studio experience through 3-camera shooting, using all crew positions as well as field production. Projects will be broadcast on Cox Channel 39.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 125 TELEVISION PRODUCTION II****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Prerequisite:** CTVR 124

An in-depth course emphasizing 3-camera studio and single-camera field production. Producing professional-level television shows for marketing and distribution.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 129 DOCUMENTARY PRODUCTION****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Prerequisite:** CTVR 101

A hands-on production course focusing on documentary projects. Investigation of various styles of documentaries and production of documentary films.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 138 ADVERTISING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Contemporary advertising. Examines strategies, design, media selection, ethics, diversity, and inclusion. Addresses good copy, layout, and production of print and electronic media, including email, e-marketing, e-retailing, web sites, and social media. Covers profit and non-profit organizations; addresses business to business and business to consumer communications. Also listed as BUS 138. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 140 TELEVISION AND FILM SCRIPTWRITING II****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Prerequisite:** CTVR 40

Comprehensive script writing from initial concept to final product including character development, 3-act story structure, dialogue and narrative in a middle- to feature-length format.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 151 NON-LINEAR EDITING I****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

Introduction to the aesthetics and physical elements of editing on industry standard digital non-linear editing systems including Adobe Premiere and Final Cut Pro. Application of editing skills to different types of media production.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 191 VOICE-OVER AND ANNOUNCING****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

Development of effective radio and television performance techniques stressing skills in narration, dubbing, and voice-over for industry, education, entertainment and commercials.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 233 FILM PRODUCTION III****3.0 Units 3.00 hours Lecture 1.00 hour Lab****Prerequisite:** CTVR 32**Recommended Preparation:** CTVR 42, 140, 262

Advanced course focusing on producing large-scale narrative films for film festivals, using professional filmmaking tools including RED Digital Cinema. Acquisition of specialized skills in the pre-production, production and post-production of the picture.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 251 NON-LINEAR EDITING II****3.0 Units 3.00 hours Lecture 1.00 hour Lab****Prerequisite:** CTVR 151

Comprehensive non-linear post-production techniques. Emphasis on the integration of picture editing, special digital effects, animation and sound design for various media formats.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 253 DIGITAL SPECIAL EFFECTS****3.0 Units 3.00 hours Lecture 1.00 hour Lab****Prerequisite:** CTVR 151

Introduction to creating digital special effects in the non-linear editing suite, using state-of-the-art special effects software including After Effects. Application of graphic images in digital video projects with techniques including key-frame animations, text effects, visual effect filters, and compositing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 262 PRODUCTION MANAGEMENT****3.0 Units 3.00 hours Lecture**

Role of the producer, production manager, coordinator and assistant director through the pre-production, production, and post production phases. Emphasis on script breakdown, crew selection and hiring practices, industry work rules, production procedures, safety requirements and legal issues.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 264 CINEMATOGRAPHY****2.0 Units 1.50 hours Lecture 1.50 hours Lab****Prerequisite:** CTVR 101

Introduction to the art and science of lighting for the camera. Proper set-up, identification, uses, and effects of lighting needed to create dramatic visual images.

Relationship of lighting to the camera, exposure, shutter speed, ISO ratings, and filters.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 280 CINEMA-TELEVISION-RADIO****EMPLOYMENT SKILLS****3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** CTVR 31 or 110 or 124 or 290 or 291

Training for job search and on the job skills needed to work successfully in any professional setting. Job skills in a professional working environment, such as a radio station, television production company, talent agency, or film studio. Development of a job marketing strategy and effective interview skills. Preparing to begin a startup company in media production.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 290 ACTING FOR THE CAMERA I****3.0 Units 3.00 hours Lecture 1.00 hour Lab**

An on-camera process class that develops technical and performance skills specific to film and television.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CTVR 291 ACTING FOR THE CAMERA II - CREATING A CHARACTER****3.0 Units 3.00 hours Lecture 1.00 hour Lab**

An on-camera process class that develops technical skills and acting skills specific to the mediums of film and television. Using Meisner and Hagen techniques to create the reality of doing while working on immediacy, conditioning forces, character action and particularization.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE-Cooperative Work Experience****CWE 180 COOPERATIVE WORK EXPERIENCE - ACCOUNTING****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU***Recommended Preparation:** ACCT 1A and 1B

Hands on accounting career experience through cooperative work experience with community business and organizations. Students are placed in temporary work assignments that represent work performed by accounting professionals. Student, instructor, and employer will develop a minimum of three learning objectives. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**CWE 180 CO-OP-ED INTERNSHIP FOR PRE-THERAPY STUDENTS****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU*

**Limitation on Enrollment:** Physician clearance, immunizations, liability insurance, and background check.

**Recommended Preparation:** BIO 11 and HSC 151/KNEA 151

Students exploring careers in allied health professions (i.e. physical/occupational/speech therapy) will be assigned to an affiliated health care facility for a non-salaried, supervised experience. Health care facility may include acute care hospital, outpatient clinic, home health or skilled nursing facility. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED INTERNSHIP FOR PRE-THERAPY STUDENTS****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

**Limitation on Enrollment:** Physician clearance, immunizations, liability insurance, and background check.

**Recommended Preparation:** BIO 11 and HSC 151/KNEA 151

Students exploring careers in allied health professions (i.e. physical/occupational/speech therapy) will be assigned to an affiliated health care facility for a non-salaried, supervised experience. Health care facility may include acute care hospital, outpatient clinic, home health or skilled nursing facility. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 COOPERATIVE WORK EXPERIENCE - ARCHITECTURAL INTERNSHIP****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

**Prerequisite:** ARCH 120

Architectural students will work for licensed professionals, especially licensed architects, to increase their knowledge of professional practice and work toward satisfying the requirements of licensure. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED-AUTO****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Provides supervised work experience in a variety of automotive technology roles specializing in chassis, engine performance, engine service, or automotive technician generalist areas. A maximum of four units may be applied toward major requirements for each certificate. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-3

**CWE 180 CO-OP-ED BUSINESS****2.0 Units 9.04 hours Learning Center***Transfers: CSU*

Hands-on experience in business management. Provides basic to intermediate level opportunities for students to extend and apply their business management learning in a workplace environment. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED-BUSINESS****3.0 Units 13.56 hours Learning Center***Transfers: CSU*

Hands-on experience in business management. Provides intermediate level opportunities for students to extend and apply their business management learning in a workplace environment. Provides opportunities for students to extend and apply their learning in a workplace management environment. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED-BUSINESS****4.0 Units 18.10 hours Learning Center***Transfers: CSU*

Hands-on experience in business management. Provides intermediate to advanced level opportunities for students to extend and apply their business management learning in a workplace environment. Provides opportunities for students to extend and apply their learning in a workplace management environment. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED-BUSINESS****1.0 Unit 4.52 hours Learning Center***Transfers: CSU*

Hands-on experience in business management. Provides entry level opportunities for students to extend and apply their business management learning in a workplace environment. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**CWE 180 CO-OP-ED CHILD DEVELOPMENT AND EDUCATION****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

**Recommended Preparation:** For Early Childhood Placements CDE 7, 15, 101, and/or 110, or For School Age/K-12 Placements CDE 7 and 18, 41, or 90 Provides an opportunity for work experience in faculty approved child development and education settings. Student, instructor and employer will collaboratively develop a minimum of three learning objectives which will be evaluated throughout the course. Documentation of current immunizations may be required. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED CHILD DEVELOPMENT AND EDUCATION****2.0 Units 9.04 hours Learning Center***Transfers: CSU*

**Recommended Preparation:** For Early Childhood Placements CDE 7, 15, 101, and/or 110, or For School Age/K-12 Placements CDE 7 and 18, 41, or 90 Provides an opportunity for work experience in faculty approved child development and education settings. Student, instructor and employer will collaboratively develop a minimum of three learning objectives which will be evaluated throughout the course. Documentation of current immunizations may be required. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Hands-on experience for students in radio, television, and cinema production. Direct application of theory in a practical environment in pre-production, production, and post-production phases of programming. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 COOPERATIVE WORK EXPERIENCE-CINEMA, TV, RADIO****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU*

Provides hands-on experience for students in radio, television, and cinema production. Includes direct application of theory in a practical environment in pre-production, production, and post-production phases of programming. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED CULINARY ARTS****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU*

Students learn professional principles in the hospitality industry which allows for individual application in a variety of settings. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned. Work site must be approved by instructor prior to enrollment.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-4

**CWE 180 CO-OP-ED ECOLOGICAL RESTORATION****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Students select an off-campus assignment at a local ecological restoration site and complete individually determined objectives. Provides hands-on experience in applying specific field and lab techniques. Students analyze specific ecological restoration issues and prepare presentations to public and private groups. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED ECOLOGICAL RESTORATION****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU*

Students select an off-campus assignment at a local ecological restoration site and complete individually determined objectives. Provides hands-on experience in applying specific field and lab techniques. Students analyze specific ecological restoration issues and prepare presentations to public and private groups. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED ELECTRONIC TECHNOLOGY****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU*

Paid or unpaid supervised industry experience in electronic technology. The work assignment and objectives are arranged jointly between Saddleback College, the company, and the student. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED ELECTRONIC TECHNOLOGY****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Paid or unpaid supervised industry experience in electronic technology. The work assignment and objectives are arranged jointly between Saddleback College, the company, and the student. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED FASHION****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU***Corequisite:** FASH 145

Provides hands-on experience in the fashion industry. Students explore fashion careers and different types of fashion employers specific to their area of interest. Students refine and practice job skills, further develop fashion portfolios and resumes while building professional experience and contacts. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-1

**CWE 180 CO-OP-ED FOODS AND NUTRITION****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Students learn professional principles in industry and healthcare environments which allows for individual application in a variety of settings. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-1

**CWE 180 CO-OP-ED-GRAPHICS****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Provides students hands-on internship experience working with art directors, graphic designers, production artists, illustrators, computer graphic designers, package designers, and related professionals. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned. One unit may be applied towards major requirements for certificate.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-1

**CWE 180 CO-OP-ED-HORT & LANDSCAPE****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Provides hands-on experience for students in the care and production of plants, trees, and shrubs commonly used in landscape design, retail and wholesale nurseries, and parks. Students identify a specific area of focus and develop learning objectives and expected outcomes with the assistance of faculty and industry experts. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-1

**CWE 180 CO-OP-ED INTERIOR DESIGN****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU***Prerequisite:** ID 129

Provides supervised on-the-job experience at an interior design-related worksite that complements and reinforces classroom-based learning. Typically taken in the final year of the program. The worksite must be approved by the instructor prior to enrollment. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-1

**CWE 180 CO-OP-ED JOURNALISM****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU*

Provides supervised work experience extending classroom-based occupational learning at an on-the-job learning station relating to the student's occupational goal; employment related to journalism and the media industry. Student, instructor, and employer will cooperatively develop a minimum of three learning objectives. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**CWE 180 CO-OP-ED JOURNALISM****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU*

Provides supervised work experience extending classroom- based occupational learning at an on-the-job learning station relating to the student's occupational goal; employment related to journalism and the media industry. Student, instructor, and employer will cooperatively develop a minimum of three learning objectives. One unit of credit awarded for each 75 hours of paid or 60 hours of volunteer employment, for successful completion of learning objectives, and for attendance at scheduled seminar sessions. A maximum of four units may be applied toward major requirements for certificate.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 COOPERATIVE WORK EXPERIENCE - MENTAL HEALTH****2.0 Units 3.00 hours Lab 9.04 hours Learning Center***Transfers: CSU*

**Prerequisite:** HS 120, HS 131, HS 140, HS 174, HS 176, HS 177 and HS 220, HS 100,

Cooperative Work Experience (CWE) is a field placement that provides vocational experiences through direct placement and supervision in a community-based mental health and/or co-occurring disorders treatment environment. CWE placements may include mental health treatment centers, shelters, drop-in centers and Wellness Centers that provide integrative mental health and case management support services. Student, instructor, and employer will collaboratively develop a minimum of three learning objectives that the student will work toward developing and mastering during the CWE. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GN - Letter Grade only  
R-E-3

**CWE 180 CO-OP-ED COMMERCIAL MUSIC****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU*

Provides hands-on experience for students in Commercial Music. Includes direct application of theory in music business, commercial music performance and music technology. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-3

**CWE 180 CO-OP-ED PHLEBOTOMIST****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU***Corequisite:** PHLB 240

**Limitation on Enrollment:** Official acceptance into the MLT Program.

Provides direct patient care experience for students seeking venipuncture certification. Includes on-site experience in obtaining and processing specimens for a clinical laboratory. Leads to certification as a phlebotomist/laboratory assistant. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**CWE 180 CO-OP-ED ENTERTAINMENT AND THEATRE TECHNOLOGY****2.0 Units 7.23-9.04 hours Learning Center***Transfers: CSU***Prerequisite:** ETT 40

Provides hands-on experience in the Entertainment industry. Students explore specific areas of interest in the field. Students identify a specific area of focus and develop learning objectives and expected outcomes with the assistance of faculty and industry experts. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-1

**CWE 180 CO-OP-ED TRAVEL MANAGEMENT****1.0 Unit 3.62-4.52 hours Learning Center***Transfers: CSU***Prerequisite:** TOUR 260

Provides work experience in the travel industry, including ticketing, reservations, major tourist destinations, resorts, fares, routes, tour planning and promotions. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-I-4

### **CWE 180 CO-OP-ED ENVIRONMENTAL MONITORING AND ASSESSMENT**

#### **1.0 Unit 3.62-4.52 hours Learning Center**

*Transfers: CSU*

Students select an off-campus assignment at an environmental organization or business and complete individually determined objectives. Provided hands-on experience in evaluating and analyzing specific environmental issues and preparing presentations to public and private groups. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CWE 180 CO-OP-ED ENVIRONMENTAL MONITORING AND ASSESSMENT**

#### **2.0 Units 7.23-9.04 hours Learning Center**

*Transfers: CSU*

Students select an off-campus assignment at an environmental organization or business and complete individually determined objectives. Provided hands-on experience in evaluating and analyzing specific environmental issues and preparing presentations to public and private groups. Students may enroll in a maximum of 8 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CWE 180 GENERAL WORK EXPERIENCE 1**

#### **1.0 Unit 3.62-4.52 hours Learning Center**

*Transfers: CSU*

This course provides general hands-on experience within a professional work environment to assist students in acquiring desirable work habits, attitudes and career awareness. Students identify a specific area of focus and develop learning objectives and expected outcomes with the support of the instructor. Students may enroll in a maximum of 6 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CWE 180 GENERAL WORK EXPERIENCE 2**

#### **2.0 Units 7.23-9.04 hours Learning Center**

*Transfers: CSU*

This course provides general hands-on experience within a professional work environment to assist students in acquiring desirable work habits, attitudes and career awareness. Students identify a specific area of focus and develop learning objectives and expected outcomes with the support of the instructor. Students may enroll in a maximum of 6 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **CWE 180 GENERAL WORK EXPERIENCE 3**

#### **3.0 Units 13.56 hours Learning Center**

*Transfers: CSU*

This course provides general hands-on experience within a professional work environment to assist students in acquiring desirable work habits, attitudes and career awareness. Students identify a specific area of focus and develop learning objectives and expected outcomes with the support of the instructor. Students may enroll in a maximum of 6 units of cooperative work experience education per semester, for a lifetime maximum of 16 units. Students must work 75 paid hours or 60 non-paid hours per unit earned.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **DANC-Dance**

**DANC 8 DANCE PEDAGOGY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Course will prepare students for studio and/or classroom teaching of dance technique. Topics will include basic anatomy for dancers, alignment and posture corrections, vocabulary for dance genres, nutrition, audition and performance preparation, music selection, classroom management skills and curriculum design. Students will design and implement lesson plans in various dance genres, learn to work with specialized populations, be able to identify major muscle groups in the body, create sample playlists and classes, and learn how to adapt curriculum and vocabulary to different levels.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 9 CHOREOGRAPHY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Emphasis will be placed on movement design, choreographic structure and production fundamentals of dance. Students will participate in class activities, improvisation, movement studies, discussions and gain a working knowledge of staging, lighting, video editing and preparing choreography for performance both onstage and onscreen. Students are limited to a combined total of four enrollments in DANC 9 and 19.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 10 DANCE PRODUCTION****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC*

Elements of choreography, development of solo and group choreographic compositions, staging of dances, and performance in theatre venue. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 10 DANCE PRODUCTION****2.0 Units 6.00 hours Lab***Transfers: CSU, UC*

Elements of choreography, development of solo and group choreographic compositions, staging of dances, and performance in theatre venue. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 11 DANCE REHEARSAL AND PERFORMANCE****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC*

Entry level course emphasizing rehearsal and performance techniques in a theatre venue. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 11 DANCE REHEARSAL AND PERFORMANCE****2.0 Units 6.00 hours Lab***Transfers: CSU, UC*

Entry level course emphasizing rehearsal and performance techniques in a theatre venue. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 12 INTERMEDIATE DANCE PRODUCTION****2.0 Units 6.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 10

Emphasizing the development of group and solo composition, staging, lighting and performance in a mastery level experience for a theatre venue. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 12 INTERMEDIATE DANCE PRODUCTION****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 10

Emphasizes the development of group and solo composition, staging, lighting and performance in a mastery level experience for a theatre venue. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 14 INTERMEDIATE DANCE REHEARSAL AND PERFORMANCE****2.0 Units 6.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 11

An intermediate level course that emphasizes building and developing performance skills in the presentation and staging of dances for professional auditions and theatre venues. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 14 INTERMEDIATE DANCE REHEARSAL AND PERFORMANCE****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 11

An intermediate level course that emphasizes building and developing performance skills in the presentation and staging of dances for professional auditions and theatre venues. Students are limited to a combined total of four enrollments in DANC 10, 11, 12, and 14.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 15 REPERTORY I****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition mandatory at beginning of the semester

Students will learn, rehearse and perform set repertory for college and community events. Auditions mandatory at start of semester. Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18.

Grading Method: GN - Letter Grade only

NR

**DANC 15 REPERTORY I****2.0 Units 6.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition mandatory at beginning of the semester

Students will learn, rehearse and perform set repertory for college and community events. Based on skills gained in class, students will assist with ensemble activities at performing sites. Auditions mandatory at start of semester. Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18.

Grading Method: GN - Letter Grade only

NR

**DANC 16 REPERTORY II****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition by dance faculty

Advanced level performing ensemble representing Saddleback College dance department. Students will learn valuable skills through preparing, rehearsing and performing for local high schools and throughout the community while working in a professional environment as a performer. Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18.

Grading Method: GN - Letter Grade only

NR

**DANC 17 SITE SPECIFIC PERFORMANCE****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC*

Overview of techniques and approaches for performance and design outside the context of a proscenium theatre. Covers movement, sound, text, image, design, improvisation and composition. Opportunities for rehearsal, choreography, improvisation and performance in multiple styles and settings. Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 18 DANCE ENSEMBLE PERFORMANCE****2.0 Units 6.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition adjudicated by dance faculty at the beginning of the semester.

Students will audition, rehearse and perform choreography in an ensemble company in venues throughout the community. Students are limited to a combined total of four enrollments in DANC 15, 16, 17, and 18.

Grading Method: GN - Letter Grade only

NR

**DANC 19 CHOREOGRAPHY II****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** DANC 9

Students build upon skills gained in DANC 9, and explore choreography and technical theatre elements in greater depth through individual, small-group and ensemble choreography projects and writing assignments. Advanced topics include working with technology (music/video editing, projections and social media), adding improvisational scores, costume design, non-proscenium work, interdisciplinary studies, and application of theory fundamentals. Students will also create movement studies based on the work and theories of international choreographers. Culminates in an informal studio showing of a full work of choreography, demonstrating the student's understanding of artistic skills and techniques gained over the course of the semester. Students are limited to a combined total of four enrollments in DANC 9 & 19.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 28 YOGA FOR DANCERS****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Designed for the dancer to build and maintain balance, flexibility and strength through postures, exercises and breathing techniques. Sequences will provide a methodical way for the dancer to condition the body and calm the mind in preparation for audition and performance. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 51 INTRODUCTION TO BALLET****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance as well as those wishing to perfect basic dance skills. Fundamentals of ballet techniques are presented and practiced in class with presentations of historical and stylistic perspectives of this dance form. Emphasizes class participation providing the student with knowledge and understanding of the physical demands of ballet dance. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 51 INTRODUCTION TO BALLET****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance as well as those wishing to perfect basic dance skills. Fundamentals of ballet techniques are presented and practiced in class with presentations of historical and stylistic perspectives of this dance form. Emphasizes class participation providing the student with knowledge and understanding of the physical demands of ballet dance. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 52 BALLET DANCING LEVEL I****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Designed to teach the fundamentals of ballet. Technical work at the ballet barre, center-floor exercises, adagio, and allegro work. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 52 BALLET DANCING LEVEL I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed to teach the fundamentals of ballet. Technical work at the ballet barre, center-floor exercises, adagio, and allegro work. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 53 INTERMEDIATE BALLET****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** DANC 52  
Emphasis on improving ballet technique and continuing to build vocabulary at the ballet barre and in center. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 53 INTERMEDIATE BALLET****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** DANC 52  
Emphasis on improving ballet technique and continuing to build vocabulary at the ballet barre and in center at the intermediate level. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 54 INTRODUCTION TO MODERN DANCE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance as well as those wishing to perfect basic dance skills. Fundamentals of modern dance techniques are presented and practiced in class, with presentation of historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of modern dance. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 54 INTRODUCTION TO MODERN DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance as well as those wishing to perfect basic dance skills. Fundamentals of modern dance techniques are presented and practiced in class, and presentation of historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of modern dance. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 55 MODERN DANCE LEVEL I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** DANC 54  
Provides students with a progressive modern dance experience to perfect techniques presented and practiced in class. The presentation of historical and stylistic perspectives of this dance form will included. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of modern dance. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 55 MODERN DANCE LEVEL I****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** DANC 54  
Provides students with a progressive modern dance experience to perfect techniques presented and practiced in class. The presentation of historical and stylistic perspectives of this dance form will included. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of modern dance. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72. Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**DANC 56 INTERMEDIATE MODERN DANCE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 55

Provides an opportunity for students to increase their proficiency in modern dance technique with emphasis on improving individual skills. Continued development of the body through stylized movement. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 56 INTERMEDIATE MODERN DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 55

Provides an opportunity for students to increase their proficiency in modern dance technique with emphasis on improving individual skills. Continued development of the body through stylized movement. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 57 INTRODUCTION TO JAZZ DANCING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance, as well as those wishing to perfect basic dance skills. Fundamentals of jazz dancing technique are presented and practiced in class with presentation of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide students with the knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 57 INTRODUCTION TO JAZZ DANCING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance, as well as those wishing to perfect basic dance skills. Fundamentals of jazz dancing technique are presented and practiced in class with presentation of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with the knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 58 JAZZ DANCING LEVEL I****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance, as well as those wishing to perfect basic dance skills. Fundamentals of jazz dancing technique are presented and practiced in class with presentation of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide students with the knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 58 JAZZ DANCING LEVEL I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed for students with beginning experience in dance, as well as those wishing to perfect jazz dancing skills. Jazz dancing techniques are presented and practiced in class including historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 59 INTERMEDIATE JAZZ DANCING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 58

Intermediate jazz dancing techniques are presented and practiced with an emphasis on stylistic qualities. Participation provides students with the knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 59 INTERMEDIATE JAZZ DANCING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 58

Intermediate jazz dancing techniques are presented and practiced with an emphasis on stylistic qualities. Participation provides students with the knowledge and understanding of the physical demands of jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 60 INTRODUCTION TO TAP DANCING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed for students with no experience in dance, as well as those wishing to perfect basic dance skills. Fundamentals of tap-dancing techniques are presented and practiced in class with presentations of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of tap dancing. Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 61 TAP DANCING LEVEL I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed for students with beginning experience in tap dancing as well as those wishing to progress in tap dancing skills. Fundamentals of tap dancing techniques are presented and practiced in class with presentations of the historical and stylistic perspectives of this dance form. An emphasis is placed on class participation to provide the student with knowledge and understanding of the physical demands of tap dancing. Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 62 INTERMEDIATE TAP DANCING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 61

Review and continuation of tap dancing skills with emphasis on improving individual technique and knowledge based concepts. Higher level steps and dance combinations will be presented. Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 63 EXERCISE FOR DANCERS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed for the dance student to increase fitness, flexibility, endurance, and strength in all types of dance techniques. Includes weight training, nutrition, care and prevention of injuries, and exercise. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC/TA 63, and KNES/DANC 65.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 64 HISTORY OF DANCE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Follows the historical development of theatrical forms of dance in the Western world. The course moves chronologically from the Renaissance to the twenty-first century, with particular attention to the progress of ballet, modern, musical theatre, tap, and dance media in the United States and Europe. Readings, class discussions, viewings and assignments are all integral parts of the course, and lectures will be supplemented with film excerpts, creative activities, and discussion of both assigned reading and materials viewed in class.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 66 INTRODUCTION TO LATIN DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Explores the international forms of Latin dance such as salsa, tango, mambo, paso doble. Combinations will be presented to gain strength, coordination and agility. Students are limited to a combined total of four enrollments in DANC 66 and 70.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 67 POINTE BALLET****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 53

Pointe ballet training with an emphasis on individual ballet skills in balance, strength, alignment and positions for dance in pointe shoes. Adagio and allegro exercises will be presented at the ballet barre and center-floor. Observation of out-of-class dance performance is required. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 67 POINTE BALLET****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 53

A more advanced approach in pointe technique emphasizing sequences at the barre. Center-floor work will challenge the student through adagio and allegro combinations for pointe. Observation of an out-of-class performance is required. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**DANC 68 INTRODUCTION TO SOCIAL DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Explores the various forms of social dance such as Foxtrot, Waltz, Swing/Jive, and Quick Step. Combinations will be presented to gain coordination, strength, and agility. Students are limited to a combined total of four enrollments in DANC 68 and 69.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 69 INTERMEDIATE SOCIAL DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 68

Review and continuation of social dance with emphasis on improving individual skills. More advanced steps and dance sequences will be presented. Students are limited to a combined total of four enrollments in DANC 68 and 69.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 70 INTERMEDIATE LATIN DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 66

Continued instruction in Latin Dance with emphasis on improving individual skills. More advanced steps and dance sequences will be presented. Students are limited to a combined total of four enrollments in DANC 66 and 70.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 71 ADVANCED BALLET****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 53

Advanced ballet technique with emphasis on performance. Improving individual skills at the ballet barre and center-floor with adagio and allegro combinations. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**DANC 71 ADVANCED BALLET****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 53

Advanced ballet technique with emphasis on performance. Improving individual skills at the ballet barre and center-floor with adagio and allegro combinations. Students are limited to a combined total of four enrollments in DANC 51, 52, 53, 67, and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**DANC 72 ADVANCED MODERN DANCE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 56

Expand and develop advanced modern dancing techniques with emphasis on improving individual skills. Advanced modern dance concepts and combination will be presented. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**DANC 72 ADVANCED MODERN DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 56

Expand and develop advanced modern dancing techniques with emphasis on improving individual skills. Advanced modern dance concepts and combination will be presented. Students are limited to a combined total of four enrollments in DANC 54, 55, 56, and 72.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**DANC 73 ADVANCED JAZZ DANCE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 59

A course for the more advanced student emphasizing various and combined styles, complex isolations and heightened tempos found in jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 73 ADVANCED JAZZ DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 59

A course for the more advanced student emphasizing various and combined styles, complex isolations and heightened tempos found in jazz dancing. Students are limited to a combined total of four enrollments in DANC 57, 58, 59, and 73.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 74 MULTICULTURAL DANCE HISTORY IN THE UNITED STATES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to artistic, historical, and social context of dance forms, cultures, and traditions in the United States. Investigation of the origins, influences and the dissemination of various world dance forms as they have developed in the United States.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DANC 75 ADVANCED TAP DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 62

Advanced skills in multiple tap techniques emphasizing rhythmic complexity, various tempos and improvisation. Students are limited to a combined total of four enrollments in DANC 60, 61, 62, and 75.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 77 DANCE ACTIVITIES - LATIN AEROBICS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Combines Latin music with stretching sequences and high energy movement combinations for health and fitness. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 78 HIP HOP****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Emphasizes various styles of hip hop dance such as street, house and freestyle forms. Preparation in auditioning for entertainment, commercial, and competitive events. Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 79 HIP HOP LEVEL I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 78

Emphasizes various styles of hip hop dance. Further study in hip hop techniques such as street, house and freestyle forms. Continued preparation in auditioning for entertainment, commercial, and competitive events. Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 80 INTERMEDIATE HIP HOP****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 79

Emphasizes various styles of hip hop dance. A more advanced study in hip hop techniques. Preparation for performing and choreographing entertainment, commercial, and competitive venues. Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 81 ADVANCED HIP HOP****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** DANC 80

Students will increase knowledge and technique in hip hop forms such as street, house and freestyle forms as a result of continued instruction. Students will learn, create and analyze hip hop movement preparing for auditions in performance venues. Students are limited to a combined total of four enrollments in DANC 78, 79, 80, and 81.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 82 AFRICAN DANCE I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduction to the history, technique and performance of various styles of African Dance, with an emphasis on class participation and development of basic movement skills. The course will also emphasize musicality and an introduction to percussive rhythms (formerly DANC 182). Students are limited to a combined total of four enrollments in DANC 82 and 83.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 83 AFRICAN DANCE II****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

History, technique and performance of various styles of African Dance, with an emphasis on class participation and further development of movement skills. The course will also emphasize musicality and study of increasingly complex percussive rhythms. Students are limited to a combined total of four enrollments in DANC 82 and 83.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**DANC 84 MIDDLE EASTERN DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Provides an introductory level understanding of stage and social dances from the Middle East. Course work includes styling, veil work, cymbal playing, improvisation, fusion forms, Dabke, vocabulary and cultural background of the dances. An emphasis will be placed on traditional and contemporary forms of Middle Eastern Dance. Formerly DANC 184.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **DANC 185 INTRODUCTION TO WORLD DANCE AND CULTURES**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU*

Provides an introductory level understanding of dance styles representative of different nationalities and cultures. Many different dance forms will be explored, taking into consideration historical background, related folklore and how dance differs from culture to culture. Emphasis will be placed on dances from Central and South America, the Caribbean, South Asia and the African continent.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **DR-Drafting**

### **DR 23 ENGINEERING GRAPHICS**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU, UC*

Principles of communicating product design requirements via multiview projections, auxiliary views, and working drawings, including dimensions and notes using Computer-Aided Drafting (CAD). Planar geometric projections in orthographic relationships are used to define points, lines, planes, intersections and developments, and to describe spatial relationships.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **DR 50 INTRODUCTION TO COMPUTER-AIDED DRAFTING**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** ARCH 124A or DR 100 Introductory course covering the operation and application of computer-aided drafting (CAD) systems used to create, modify, store, and plot technical drawings. Also listed as ARCH 50. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **DR 51 COMPUTER-AIDED DRAFTING**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** DR or ARCH 50 An intermediate to advanced level course in the operation and application of computer aided drafting systems, used to create, edit, save, and plot technical 2D and 3D drawings. Also listed as ARCH 51. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **DR 100 FUNDAMENTALS OF INDUSTRIAL AND MECHANICAL DESIGN**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

*Transfers: CSU*

Develops basic design skills including proper use of CAD software, geometric construction, multiview projection, sections, pictorial drawings, auxiliary views, and dimensioning. A current version of a computer-aided design (AutoCAD) system will be used to present design concepts. Processes for design development include considering design constraints (customer requirements, schedule, cost factors, safety, aesthetics) with marketability and product placement targets.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **DR 101 MECHANICAL DESIGN**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** DR 100 or one year of high school mechanical drafting

Develops the basic skills required to produce industrial-quality assembly and detailed drawings including sections, first and second auxiliary views, advanced dimensioning, tolerancing, and further development of mechanical drawing skills. A computer-aided drafting (CAD) system will be used.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **DR 102 MECH DESIGN AND MARKETING PORTFOLIO**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

*Transfers: CSU*

Develops basic skills needed for industrial-level mechanical and conceptual design including assembly drawings, detail drawings, fundamentals of mechanical design, and strategies for creative design. A computer aided design (CAD) system will be used. Create and develop a hybrid Electronic-Physical Portfolio of Technical Drawings/Architectural Drawings, which showcase the student work.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**DR 120 ENGINEERING TECHNOLOGY**  
**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Comprehensive program to introduce and train students in the areas of Engineering Technology to provide skills and competencies to integrate design knowledge with practical job skills.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

**DR 152 ADVANCED COMPUTER-AIDED DESIGN**  
**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** DR/ARCH 50 or DR/ARCH 51

Advanced computer-aided design and drafting with emphasis on advanced 3D CAD knowledge and skills in the completion of technical drawings that support 3D modeling. Also listed as ARCH 152. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

**DR 200 3D PARAMETRIC MODELING - SOLIDWORKS**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

**Recommended Preparation:** DR/ARCH 50

Operation and application of modern computer-aided design using Solidworks. Includes development of 3D computer models from concept to component parts, drawings, and assemblies.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

**DR 201 ADVANCED 3D PARAMETRIC MODELING - SOLIDWORKS**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

**Recommended Preparation:** DR 200

Advanced operation and application of modern computer-aided design using Solidworks. Includes development of 3D computer models from concept to component parts, drawings, and assemblies. Creation of parts using surface modeling, the study of parts using Finite Element Analysis, and the application of Motion Analysis in Assemblies.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

**DR 202 GEOMETRIC DIMENSIONING AND TOLERANCING**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

**Recommended Preparation:** DR/ARCH 50

Review of conventional dimensioning (non geometric dimensioning) and the introduction of geometric dimensioning and tolerancing using Solidworks.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

**DR 203 GREEN & SUSTAINABLE MANUFACTURING DESIGN**

**3.0 Units 1.50 hours Lecture 4.50 hours Lab**

Presents the developing and evolving fields for innovative designs of products that minimize the carbon footprint and reduce the impact of product manufacture and life-cycle use upon the environment.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

## ECOL-Ecological Restoration

**ECOL 201 ECOLOGICAL RESTORATION TECHNIQUES**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

Introduces students to specific theory and techniques for ecological restoration in a variety of habitats. Laboratory exercises will include site visits to restoration projects.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

**ECOL 202 ADVANCED ECOLOGICAL RESTORATION TECHNIQUES**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

An advanced course in practical and theoretical ecological restoration techniques. Political, social, and scientific considerations in restoration will be discussed. Laboratory exercises will include field techniques for planting, irrigating, and monitoring restoration sites. Field trips will be required.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

## ECON-Economics

**ECON 2 PRINCIPLES (MACRO)****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better.

Economic analysis of theories of income determination including national income measurement, unemployment, inflation, economic growth, monetary and fiscal policy, banking and money creation, and international finance. Explores consumption, saving, investment, government spending, exports, and imports.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ECON 202

**ECON 2H HONORS PRINCIPLES OF MACROECONOMICS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better.

Analysis of income determination including national income measurement, unemployment, inflation, economic growth, monetary and fiscal policy, money creation, and international finance. Explores consumption, saving, investment, government spending, exports, and imports. The honors course is enriched by smaller class size, additional analytical techniques, increased use of mathematical modelling, and the completion of a research project. Credit may be earned for either 2 or 2H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

C-ID: ECON 202

**ECON 4 PRINCIPLES (MICRO)****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better.

Economic analysis of resource use and the production and distribution of goods and services by markets and other allocation mechanisms. Topics include: supply and demand, economic decision-making, imperfect competition, antitrust, regulation, environmental economics, the distribution of income, efficient resource use, international trade, and efficiency vs. other criteria for judging microeconomic success.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: ECON 201

**ECON 4H HONORS PRINCIPLES OF MICROECONOMICS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better.

Economic analysis of resource use and the production and distribution of goods and services by markets and other allocation mechanisms. Topics include: supply and demand, economic decision-making, imperfect competition, antitrust, regulation, environmental economics, the distribution of income, efficient resource use, international trade, and efficiency vs. other criteria for judging microeconomic success. This honors course will be enriched through limited class size, seminar format and more intensive application of mathematical modelling techniques, and application of those techniques to a greater number of specialized applications. Credit may be earned in either ECON 4 or 4H, but not both. Letter grade only

Grading Method: GN - Letter Grade only

NR

C-ID: ECON 201

**ECON 11 INTERNATIONAL POLITICAL ECONOMY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Focuses on the relations between the political and economic systems within the global economy. Covers the impact of political decisions on world economies and international organizations. Further emphasis is on a comparison-contrast of various national economies. Geographic areas of concern include Africa, Europe, the Pacific Rim, the Middle East, Latin America, Russia, China, and the United States. Also listed as PS 11. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**EMT-Emergency Medical Technology**

### **EMT 207 EMERGENCY MEDICAL TECHNICIAN PROCEDURES**

**11.0 Units 10.00 hours Lecture 3.00 hours Lab**

**Corequisite:** EMT 207C

**Limitation on Enrollment:** American Heart Association Basic Life Support (BLS) Healthcare Provider certification, physical/health exam, and criminal background check required.

Designed to develop students into proficient and compassionate prehospital emergency professionals who conduct themselves with integrity and humility. Covers the cognitive, psychomotor, and affective aspects of Basic Life Support level prehospital care as identified in the National EMS Education Standards, including biochemistry, anatomy, physiology, pathophysiology, assessment and treatment interventions, operations, administration, safety, and well-being. Students must achieve an overall final grade of 80% or above in EMT 207, and successfully complete all requirements for EMT 207C, to be awarded a course completion certificate, which is required to take the National Registry EMT written examination and become certified as an EMT. Also satisfies Orange County EMT accreditation training requirements.

Grading Method: GN - Letter Grade only

NR

### **EMT 207C EMERGENCY MEDICAL TECHNICIAN CLINICAL OBSERVATION**

**1.0 Unit 3.00 hours Lab**

**Corequisite:** EMT 207

**Limitation on Enrollment:** American Heart Association Basic Life Support (BLS) Healthcare Provider certification, physical/health exam, and criminal background check required.

Provides opportunity to practice clinical skills in hospital emergency department, on an ambulance, and/or during in-class or online scenarios. Successful completion of both EMT 207 and EMT 207C is required to be eligible to take the National Registry EMT examination and become certified as an EMT. Corequisite course for EMT 207.

Grading Method: GN - Letter Grade only

NR

### **EMT 210 EMERGENCY MEDICAL TECHNICIAN REFRESHER COURSE**

**1.5 Units 1.00 hour Lecture 1.50 hours Lab**

**Recommended Preparation:** Successful completion of any state-approved Emergency Medical Technician training program.

Designed for EMTs who need to renew their certification. Covers select cognitive, psychomotor, and affective aspects of Basic Life Support level prehospital emergency medical care as identified in the National EMS Education Standards. Satisfies California EMT recertification requirements, and Orange County EMS Agency (OCEMS) training requirements for EMT accreditation based on the OCEMS 2015 EMT Scope of Practice Curriculum. Also satisfies 36 hours of the 72 hours required by NREMT for renewal, including topics required and skills evaluated.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **EMT 219 PARAMEDIC PREPARATION**

**4.0 Units 4.00 hours Lecture**

**Limitation on Enrollment:** Current EMT certification. Designed for currently certified EMTs seeking to enter a paramedic education program in the near future.

Focuses on select prehospital foundational topics including biochemistry, cellular physiology, acid-base balance, respiratory physiology and disorders of ventilation and oxygenation, cardiovascular physiology and hemodynamic imbalances, neurophysiology, macronutrient metabolism and diabetes mellitus, and pharmacological principles and procedures intended to address alterations in the physiology of core body systems.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENG-English**



**ENG 1A PRINCIPLES OF COMPOSITION I****4.0 Units 4.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

Focuses on composing academic-style expository and argumentative essays; essays feature a comprehensive thesis and logical support. Students will write original compositions increasing in level of difficulty and length, totaling at least 6,000 words, which will use rhetorical strategies such as textual analysis, causal analysis, comparison/contrast and argument. Students will read, interpret, and synthesize non-fiction sources using Standard Written English and MLA format. Credit may be earned for ENG 1A or ENG 1AH but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ENGL 100

**ENG 1AH HONORS PRINCIPLES OF COMPOSITION I****4.0 Units 4.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

Focuses on composing the academic-style expository essay, which features a comprehensive thesis and logical support, including use of scholarly sources. Students will write original compositions increasing in level of difficulty and length, totaling at least 6,000 words, which will use rhetorical strategies such as textual analysis, causal analysis, comparison and argument, building toward a capstone project featuring an argumentative essay with an oral presentation. Students will read, interpret, and synthesize complex, interdisciplinary non-fiction sources using Standard Written English and MLA format. Credit may be earned for ENG 1A or ENG 1AH, but not both.

Grading Method: GN - Letter Grade only  
NR

C-ID: ENGL 100

**ENG 1B PRINCIPLES OF COMPOSITION II****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** ENG 1A or ENG 1AH with a grade of "C" or better

Provides instruction in critical thinking and in writing expository and persuasive essays and documented papers totaling a minimum of 8,000 words. Instruction focuses on the development of logical reasoning, on analytical and argumentative writing skills, and on research strategies. Assignments are derived from themes and works in various disciplines and cultures. Credit may be earned for 1B or 1BH, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ENGL 105

**ENG 1BH HONORS PRINCIPLES OF COMPOSITION II****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** ENG 1A or ENG 1AH with a grade of "C" or better

Provides instruction in critical thinking and in writing a research paper with an argumentative thesis and academic-style analytical and argumentative essays. The writing totals a minimum of 8,000 words. Instruction focuses on the development of logical reasoning; on analytical and argumentative writing skills; on research strategies, with emphasis on use of scholarly sources and field research; and on an oral presentation of research findings. Assignments are derived from complex interdisciplinary nonfiction sources. Credit may be earned for ENG 1B or ENG 1BH, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ENGL 105

**ENG 3 INTRODUCTION TO CREATIVE WRITING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

Emphasizes the writing of prose, poetry, and drama stressing critical judgment of these forms.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 4 FICTION FUNDAMENTALS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better, ENG 200 and ENG 390 or comparable course with a grade of "C" or better

Teaches the fundamentals of storytelling or narrative art, including the basic elements and narrative modes of fiction. Students read published short stories, write fictional works, and assess student fiction manuscripts.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



## ENG 6 INTRODUCTION TO CREATIVE NONFICTION

### 3.0 Units 3.00 hours Lecture

*Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A or ENG 1AH by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better.

**Recommended Preparation:** ENG 3

Provides instruction in the craft of creative nonfiction. Designed for both the beginner and experienced writer, the course emphasizes short-form nonfiction narratives, such as the personal essay, the memoir, the profile, and the feature story. Students will explore the craft of nonfiction through the study of diverse works by published writers and through peer review of student writing in a workshop setting. Instruction will include the application of literary techniques to the nonfiction form as students write a series of narratives, culminating in the production of a piece suitable for submission to a publication.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## ENG 9 INTRODUCTION TO WRITING POETRY

### 3.0 Units 3.00 hours Lecture

*Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A or ENG 1AH by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better.

**Recommended Preparation:** ENG 3

Workshop-based course in the craft of poetry writing for both the beginning and experienced student. Instruction will focus on the elements and skills of writing poetry, including consideration of various poetic techniques, forms, and traditions. Students read, discuss, and critique the poems they have written in response to weekly assignments, which emphasize effective strategies and techniques for writing poetry with the aim toward publication.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## ENG 10 STRATEGIC READING IN A GLOBAL SOCIETY

### 3.0 Units 3.00 hours Lecture

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Introduces the history of the major changes in human discourse that have led up to our current information age, and practices the current strategies needed to critically read, analyze and process the various forms of discourse that exemplify the changing world of information. Students read and summarize informational texts, fiction and non-fiction works, write research papers, and assess student projects.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## ENG 15A SURVEY OF AMERICAN LITERATURE - 1620-1860

### 3.0 Units 3.00 hours Lecture

*Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

Emphasizes major ideas, authors, and forms in American literature during the 17th, 18th, and early 19th centuries.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ENGL 130

## ENG 15B SURVEY OF AMERICAN LITERATURE - 1860-CONTEMPORARY

### 3.0 Units 3.00 hours Lecture

*Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

Emphasizes major ideas, authors, and forms from the late 19th century to the present.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## ENG 17A SURVEY OF ENGLISH LITERATURE - BEOWULF TO ROMANTIC MOVEMENT

### 3.0 Units 3.00 hours Lecture

*Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

Covers 9th century to 1796: Anglo-Saxon, Medieval, Tudor, Renaissance, 17th century and Neoclassical literature.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## ENG 17B SURVEY OF ENGLISH LIT - ROMANTIC MOVEMENT TO THE PRESENT

### 3.0 Units 3.00 hours Lecture

*Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

Covers 1796 to present. Romantic, Victorian, Modern, and Post-Modern literature will be discussed in relation to social and political backgrounds.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 18 SHAKESPEARE - THE TRAGEDIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

An in-depth study of representative plays and criticism, illustrating Shakespeare's mastery of poetic and theatrical techniques and psychological portraiture within the framework of the genre of English Renaissance tragedy.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 21A WORLD LITERATURE - ANCIENT TO 17TH CENTURY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better or ENG 200 or ENG 390 with a grade of "C" or better

A survey of major authors and literary forms from antiquity to 17th century from world cultures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 21B WORLD LITERATURE - 17TH CENTURY TO MODERN PERIOD****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better

A survey of major authors and literary forms from the 17th century to the modern period from world cultures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 22 INTRODUCTION TO SHAKESPEARE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** Eligibility for ENG 1A or ENG 1AH

A study of representative works from Shakespeare, including comedies, tragedies, and histories. Credit may be earned for ENG 22 or ENG 22H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 22H HONORS INTRODUCTION TO SHAKESPEARE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** Eligibility for ENG 1A or ENG 1AH

A study of representative works from Shakespeare, including comedies, tragedies, and histories. Credit may be earned for ENG 22 or ENG 22H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 24 ETHNIC VOICES IN LITERATURE - THE AMERICAN EXPERIENCE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Examines literary works of African-American, Native-American, Arab-American, Asian-American, and Latino/Hispanic authors. Focuses on such themes as the American experience; self and family, self and religion, self and culture, self and nature; cultural conflict; war and peace. Compares and contrasts the styles and techniques of the authors. Focuses on social, philosophical, spiritual, and ethical values of the literature. Develops criteria for evaluating literature.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 25 INTRODUCTION TO LITERATURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** ENG 1A or ENG 1AH

Examines the basic nature of imaginative literature and the techniques used by informed readers to increase their understanding of and gain insight into works of fiction, drama, and poetry. Some consideration will be given to the concepts and techniques of major critical theories, but the focus will be on practical criticism for the nonspecialist. Specific works studied will be representative of several genres, cultures, and periods. Credit may be earned for ENG 25 or ENG 25H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ENGL 120

**ENG 25H HONORS INTRODUCTION TO LITERATURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** ENG 1A or ENG 1AH

Examines the basic nature of imaginative literature used by informed readers to increase their understanding of and gain insight into works of fiction, drama, and poetry. Some consideration will be given to concepts and techniques of major critical theories, but the focus will be on practical criticism for the nonspecialist. Specific works studied will be representative of several genres, cultures, and periods. Credit may be earned for ENG 25 or 25H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 27A INTRODUCTION TO THE NOVEL****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Surveys American, British, French, and Russian novels emphasizing form, content, philosophical and historical perspectives, and criticism. Credit may be earned for ENG 27A or 27AH, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 27AH HONORS INTRODUCTION TO THE NOVEL****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A  
Surveys American, British, French, and Russian novels emphasizing form, content, philosophical and historical perspectives, and criticism.

The honors course is enriched by smaller class size and by scholarly and field research. Credit may be earned for ENG 27A or 27AH, but not both. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

**ENG 44 CLASSICAL MYTHOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of Greek and Roman myths and legends. Emphasizes the historical sources and the cultural functions of myth and legend in the ancient societies along with their continuing impact upon modern thought.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 52 THE FILM AS LITERATURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Examines foreign and domestic film as a literary art form focusing on the analysis of film techniques that convey standard literary conventions to an audience.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 70 CRITICAL THINKING, READING, AND WRITING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** ENG 1A or ENG 1AH with a grade of "C" or better

For students from all academic disciplines who seek to develop logical thinking, critical reading, and argumentative writing skills. Emphasis is on understanding implied meaning and logic and on developing college-level skills in analytical reading and writing and on information literacy, research strategies, and proper documentation with a minimum of 6,000 words of formal writing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: ENGL 105

**ENG 104 WRITING SHORT STORIES****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH; ENG 3

Writing the short story with an emphasis on contemporary publishing standards and an examination of the theories behind this process.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 107 WRITING THE FICTION AND/OR NONFICTION BOOK****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH or ENG 3

Designed to assist students in the planning, development, and marketing of book-length fiction and non-fiction.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 142 CHILDREN'S LITERATURE****3.0 Units 3.00 hours Lecture***Transfers: CSU*

**Prerequisite:** ENG 200 or Eligibility for ENG 1A by the current assessment process or successful completion of ENG 200, 390, or comparable course with a grade of "C" or better or ENG 390

Covers basic information about children's cognitive development, the history of children's literature, types of literature available for children from pre-school to junior high age, major authors and illustrators of children's books. Focuses on the literary heritage of children's books from classic to modern. Literary analysis from a variety of critical perspectives; research into current issues in children's books.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 160 LITERARY MAGAZINE****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** ENG 1A, ENG 1AH, or ENG 3

An introduction and practice in the distinctive elements of literary magazine production, providing firsthand experience in the various phases of editing and publishing a small press literary magazine.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 180 SPEED READING AND COMPREHENSION TRAINING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Designed to improve critical awareness, to double or triple the students' initial reading rate(s) while maintaining comprehension, and to expand college-level vocabulary. Reading flexibility is emphasized with attention to learning how to rapid read, skim, scan, study read, and read critically.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 190 ACADEMIC READING - SUCCESS AND STRATEGIES FOR COLLEGE****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Designed to improve students' abilities for college-level work. Introduces various learning strategies to improve textbook reading as applied to all stages of academic reading. Critical thinking, summary writing, note-taking and test taking skills will be stressed, as well as time budgeting and memory techniques.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 200 FUNDAMENTALS OF COMPOSITION****4.0 Units 4.00 hours Lecture**

**Prerequisite:** Placement by the current assessment process or successful completion of ENG 300, ENG 340, ESL 380NC, ESL 180, or comparable course with a grade of "C" or better

Focuses on developmental writing, culminating in thesis-driven short essays and totaling at least 5,000 words for the semester. Students will complete reading analyses, in-class writing, and out-of-class assignments to prepare for successful writing across the disciplines.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 201 COLLEGE WRITING SUPPORT AND SKILLS****2.0 Units 2.00 hours Lecture**

**Prerequisite:** Placement in ENG 200 by the current assessment process or successful completion of ENG 300, ENG 340, ESI 380NC, ESL 180, or comparable course with a grade of "C" or better

**Corequisite:** ENG 1A

Students placed into ENG 200 may instead choose to enroll in ENG 201, a supplemental writing course taught in conjunction with ENG 1A. ENG 201 provides concurrent instruction in the basic conventions of college essay writing to supplement ENG 1A. It is highly recommended that students also enroll in ENG 343, a non-credit reading lab, for additional academic reading support. Successful completion of ENG 201 and ENG 1A allows students to enroll in ENG 1B.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ENG 332NC READING AND VOCABULARY SKILLS LABORATORY-ESL****0.0 Unit 1.50 hours Learning Center**

A lab designed for ESL students to supplement courses requiring English language proficiency, inclusive of courses in, but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction responding to diagnosed needs or problems and on practice to improve language-related skills. Areas to be covered include spelling, reading comprehension, textbook reading, and vocabulary development. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis.

Grading Method: NC - Noncredit  
R-E-99

**ENG 333A READING SKILLS LABORATORY BASIC****0.5 Unit 1.50 hours Learning Center**

A basic lab designed as a supplement to any college course requiring proficiency in reading inclusive of but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction and practical application in order to strengthen and reinforce student skills in one or more of the following areas: comprehension, vocabulary, spelling, and study skills. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis.

Grading Method: PN - Pass/No Pass  
NR

### **ENG 333B READING SKILLS LABORATORY INTERMEDIATE**

**0.5 Unit 1.50 hours Learning Center**

An intermediate-level lab designed as a supplement to any college course requiring proficiency in reading inclusive of but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction and practical application in order to strengthen and reinforce student skills in one or more of the following areas: comprehension, vocabulary, spelling, and study skills. This is an open-entry/open-exit class. This course is offered on a pass/no pass basis.

Grading Method: PN - Pass/No Pass

NR

### **ENG 333C READING SKILLS LABORATORY ADVANCED**

**0.5 Unit 1.50 hours Learning Center**

An advanced-level lab designed as a supplement to any college course requiring proficiency in reading inclusive of but not limited to, the social and behavioral sciences; health sciences; liberal arts; fine arts; business science; and math, science and engineering. Emphasis is on individual instruction and practical application in order to strengthen and reinforce student skills in one or more of the following areas: comprehension, vocabulary, spelling, reading rate, and study skills. This is an open-entry/open-exit class. This course is offered on a pass/no-pass basis.

Grading Method: PN - Pass/No Pass

NR

## **ENGR-Engineering**

### **ENGR 31 STATICS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** PHYS 4A

Statics is the study of force systems under equilibrium conditions. Force systems are analyzed for trusses, frames, and machines which are subjected to concentrated, distributed, and frictional forces. Graphical and mathematical methods of analysis are used, including virtual-work.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV-Environmental Studies**

### **ENG 343NC ACADEMIC READING AND STUDY SKILL FOR CONTENT AREA LAB**

**0.0 Unit 1.50 hours Learning Center**

Provides individualized, discipline specific instruction in how to understand, organize and assimilate information in college textbook readings. Contextualized instruction and practice in strategies such as as annotation, Cornell note-taking, effective test taking strategies and creating concept maps will be provided. In addition, specific content area vocabulary knowledge will be emphasized. This is an open-entry/open-exit class.

Grading Method: NC - Noncredit

R-E-99

### **ENG 390 INTRODUCTION TO COLLEGE ENGLISH**

**4.0 Units 4.00 hours Lecture**

A course that offers an accelerated pathway to ENG 1A, with preparation in academic reading, writing, and critical thinking necessary for transfer and associate-degree classes. Successful completion of this course allows students to enroll in ENG 1A only at Saddleback College.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV 1 INTRODUCTION TO ENVIRONMENTAL STUDIES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Introduction to environmental studies that includes an overview of human activities within the global ecosystem. Examines population growth, energy use, agricultural techniques, water quantity and quality, biodiversity, air quality, and waste disposal, and searches for solutions while exploring future options.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV 5 BIODIVERSITY CONSERVATION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Covers the causes and consequences of one of the most prominent forms of change in the modern era: changes in biological diversity. Provides an overview of basic concepts of conservation biology, with a focus on the earth's biological diversity, threats to its biological diversity, how threats influence populations and species, extinction, ecosystem management, restoration, and environmental policies. Field trip required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV 6 SCARCITY AND ENVIRONMENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** ENV 1

Economic methods and tools to analyze basic environmental issues. Combining theoretical analysis with specific applications to environmental challenges as applied to water, air, energy, climate change and human health issues. Looks at market failure as a cause of inefficient resource use, depletion, and environmental pollution. Focuses on microeconomic analysis of environmental regulations, the problem of social cost, policy instrument choice, enforcement of regulations, and estimating benefits of environmental improvements.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV 16 ENVIRONMENTAL DISASTERS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Past and current environmental disasters will be examined from a multi-dimensional perspective, considering not only the environmental, public health, and social implications, but also regulatory, scientific and policy issues.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV 18 INTRODUCTION TO ECOLOGY**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Examines the relationships among organisms (including humans) and their environment, with an emphasis upon understanding the causal mechanisms underlying each phenomenon. Learning activities will include formal laboratory investigations, examination of live animals and plants, field research and field trips to surrounding areas.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV 23 ENVIRONMENTAL GEOLOGY**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Environmental Geology is the study of the nature and dynamics of the interactions between Earth materials, its deep and near-surface processes, its hydrosphere, biosphere and atmosphere as well as how humans interact with it. Topics include climate and climate change, natural hazards (earthquakes, volcanoes, landslides and floods), resource management (mining, surface and groundwater), energy resources (fossil fuels and alternatives), pollution (water quality and air pollution), monitoring, and human influence. Field trips may be required. Also listed as GEOL 23. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: GEOL 131

## **ENV 24 NATURAL HISTORY OF CALIFORNIA**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Acquaints the student with the basic physical and biological aspects of the coastal, valley, mountain, and desert environments of California. Field trips are required to fulfill the objectives of the course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **ENV 25 ENVIRONMENTAL HAZARDS TO HEALTH**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Provides an overview of the relationship between environmental pollutants and human health. Includes the general principles of water, soil, and air pollution, of chemical and radiation poisoning, of hazardous waste management and environmental change and of other hazards that challenge human health and well-being. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR



**ENV 30 ALTERNATIVE ENERGY TECHNOLOGIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introductory course presenting alternative energy policies and technologies that include geothermal, solar, hydroelectric, nuclear, biomass, and wind power.

Problems of control, costs, pollution, and potential health hazards will be presented from both political and technical perspectives. Field trips are required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 37 ENVIRONMENTAL ETHICS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An overview of basic concepts in the methods of examining current environmental issues and methods for creating judicious environmental policy. Examines the ethical issues raised by environmental challenges and various perspectives on determining our moral obligation to the natural environment. Various arguments/positions from several philosophers will be presented.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 38 WATER QUALITY AND MONITORING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Learn how to monitor public drinking water quality through study of Federal and State regulations, water contaminants, laboratory analyses, basic scientific concepts, sample collection techniques, interpretation of monitoring data and record keeping (formerly ENV 140).

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 40 ENVIRONMENTAL LAW AND POLICY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A survey course of US environmental law, including environmental assessment, clean air, clean water, waste management, and endangered species. Considers questions of how best to regulate, the role of citizens in environmental protection and law, the values, science, and policy that influence environmental law, and new approaches to environmental protection.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 105 ENVIRONMENTAL STUDIES****INTERNSHIP****2.0 Units 1.50 hours Lecture 1.50 hours Lab***Transfers: CSU***Recommended Preparation:** ENV 1

Develop detailed knowledge in the preparation for future environmental work experience through goals and resume development, interview preparation, understanding of team work dynamics, and overview of the on the job site requirements. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 106 NATURAL RESOURCE CONSERVATION****3.0 Units 3.00 hours Lecture***Transfers: CSU*

A comprehensive overview of natural resources and conservation issues. Topics discussed include the history of conservation, including national parks and wildlife conservation, human history in relation to natural resource utilizations, and contemporary natural resource use. Contemporary conservation solutions will be investigated. Field trips are required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 123 WATER AND SOIL CONSERVATION****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Evaluation of major water and soil conservation programs and practices, principles of water and soil degradation by erosion, ground water overdraft, chemical transport, climate, topography, and land usage. Examination of the effects of water and soil pollution on population growth, food production, the environment, the economy, and policy. Identification of potential solutions to improve water and soil conservation. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 141 WATER RESOURCES AND MANAGEMENT****4.0 Units 4.00 hours Lecture***Transfers: CSU*

Introduction to water resources with a concentration on the historical, geographical, legal, and economic aspects for the distribution, management, and allocation of water, stressing California and the arid West. Additional focus on environmental impact of water use, past and current water controversies, and water conservation. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ENV 202 GREEN LIVING****2.0 Units 2.00 hours Lecture**

Practical solutions that can be implemented in daily life in order to reduce one's ecological footprint on the planet. Includes an overview of the current global environment and practical solutions in reducing environmental impact.

Grading Method: GR - Letter Grade or Pass/No Pass

NR



## ES-Ethnic Studies

### ES 1 INTRODUCTION TO ETHNIC STUDIES

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Examines race and ethnicity in the United States from the perspectives and experiences of African American, Asian American and Pacific Islander, Native American, and Chicanx/Latinx communities in the United States. Students will interrogate and examine critical theories and issues in the field of ethnic studies such as patterns of imperialism, settler colonialism, genocide and ethnocide, slavery, racial formation and racialization, Eurocentrism, (im)migration, environmental justice, cultural expression, intersectionality, decolonization, civil rights, and anti-racist struggles.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ES 3 INTRODUCTION TO CHICANX AND LATINX STUDIES

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

This course is an introduction to the historical and contemporary experiences of Chicanx and Latinx peoples in the United States. It explores past and current issues within the historical context of U.S. colonialism and imperialism, such as race and racism, intersectionality, racial capitalism, white supremacy, immigration, settler colonialism, self-determination, racial formation, civil rights, and anti-racist struggles.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ES 4 INTRODUCTION TO NATIVE AMERICAN STUDIES

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to the field of Native American Studies focusing on the histories, cultures, identities, and contemporary concerns of Indigenous peoples in North America, with a particular emphasis on the United States. Topics include colonialism, tribal sovereignty, historiography, popular representation, economic development, environmental justice, urbanization, ethnic identity, racialization, language, belief systems, and cultural diversity. Also listed as ANTH 4. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ES 5 CONTEMPORARY SOCIAL JUSTICE MOVEMENTS

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Examines contemporary social justice movements in relation to ethnic and racial groups in the United States to provide a basis for a better understanding of the socio-economic, cultural, and political conditions among key social groups. Explores the development of protest movements created by Black, Indigenous, and People of Color (BIPOC) in response to racial, class, gender, and political inequality in the context of U.S. politics and history. Investigates the intersectionality of movements and experiences to draw connections to other protest movements in the US including those for disability, reproductive, and citizenship rights.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SJS 110

### ES 6 INTRODUCTION TO ETHNIC STUDIES: BORDER CROSSINGS

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Examines key historical events and debates that center around the United States border, both physically and theoretically, and the construction of categories of people within and across that border. The course will look at how conceptions of land, migration, free and unfree labor, legal and social status, and access to goods and services are shaped and contested through time. Particular focus will be on the U.S.-Mexico border and its impact on Latinx and Chicanx identities.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### ES 9 RACIAL AND ETHNIC GROUPS IN THE UNITED STATES

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

This course makes use of an interdisciplinary and comparative approach to study the experiences of core racialized groups in the United States: Native Americans, African Americans, Asian Americans, and Chicanx/Latinx peoples. It applies theoretical frameworks and knowledge from core racialized groups to understand current and structural issues of race and racism, race relations, citizenship, immigration, ethnocentrism, white supremacy, discrimination, social justice, and anti-racist struggles. Also listed as SOC 9. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SOCI 150

## **ES 10 RACE, ETHNICITY, AND RESISTANCE IN U.S. HISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

This course is a relational history of the experiences of core racialized groups in the United States: African Americans, Native Americans, Asian Americans, and Chicanx/Latinx. It provides a general understanding of U.S. history with a focus on the history of racialized communities. Topics include race and racism, racialization, resistance and liberation movements, immigration, discrimination, community building, cultural conflict and solidarity, and cultural expressions. Also listed as HIST 10. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ES 33 CHICANX - LATINX UNITED STATES HISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

This course analyzes the historical and contemporary experiences of Chicanx/Latinx people in the United States. Emphasis is placed on how Chicanx/Latinx lived experiences have been shaped by U.S. colonialism and imperialism, and the ways that Chicanx/Latinx people have carved a sense of belonging in U.S. society, from the colonial era through the present day. Also listed as HIST 33. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ESL-English as a Second Language**

### **ESL 80 ADVANCED ACADEMIC WRITING I**

**6.0 Units 6.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of ESL 340 or comparable course with a grade of "C" or better or "P" if taken for no credit or ESL 340 with a grade of "C" or better; or "P" if taken for no credit

The first in the series of advanced academic writing courses designed for non-native speakers to develop greater proficiency in reading comprehension and written communication necessary for college-level work. Students summarize articles from a variety of academic disciplines and discuss current issues especially in American, western, and other cultures and relate those issues to their own culture and experiences. Students develop fluency and confidence by writing and rewriting thesis-based essays. (formerly ESL 350 & ESL 180)

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ES 81 AFRICAN AMERICAN UNITED STATES HISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of the history of peoples of African descent in the United States from colonial times to the present. Emphasis will be placed on struggles over the construction of race and ethnicity, slavery and emancipation, the meanings of freedom and democracy, the Civil Rights and Black Power movements' philosophies and strategies for achieving full citizenship, and the persistence of inequality and social justice in the contemporary period. Also listed as HIST 81. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **ESL 90 ADVANCED ACADEMIC WRITING II**

**6.0 Units 6.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of ESL 80, ESL 180, or ESL 350 with a grade of "C" or better or completion of ESL 380NC with a grade of "P" or ESL 80 with a grade of "C" or ESL 340NC with a grade of P

This course is designed for non-native English learners advancing their proficiency in academic reading and writing. Students critically analyze a range of college-level texts and literary sources that provide varying perspectives on language and culture and how these perspectives shape one's perception of the world. Students research and synthesize these ideas into well-developed, objective and subjective written responses using a variety of rhetorical strategies and devices. Research strategies, academic vocabulary, appropriate language conventions, and integration of sources are also covered. Successful completion prepares students to enroll in ENG 1A or 1AH. (formerly ESL 190)

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ESL 320 BEGINNING MULTISKILLS I****6.0 Units 6.00 hours Lecture**

A low-beginning course in English for non-native speakers. Emphasis is on speaking, listening, reading, writing, grammar, and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ESL 320NC BEGINNING MULTISKILLS I****0.0 Unit 6.00 hours Lecture**

A low-beginning course in English for non-native speakers. Emphasis is on speaking, listening, reading, writing, grammar, and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**ESL 321 BEGINNING MULTISKILLS II****6.0 Units 6.00 hours Lecture**

**Recommended Preparation:** ESL 320

A high beginning course in English for non-native speakers. Emphasis is on listening, speaking, reading, writing, grammar, and vocabulary. Continues the familiarization with customs and culture. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ESL 321NC BEGINNING MULTISKILLS II****0.0 Unit 6.00 hours Lecture**

**Recommended Preparation:** ESL 320NC or ESL 320

A high-beginning course in English for non-native speakers. Emphasis is on listening, speaking, reading, writing, grammar, and vocabulary. Continues the familiarization with customs and culture. This course may be offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**ESL 322 BEGINNING CONVERSATION****3.0 Units 3.00 hours Lecture**

Initiates the ESL conversation series with emphasis on everyday conversation. Topics encompass basic oral/aural skills students need for survival. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ESL 322NC BEGINNING CONVERSATION****0.0 Unit 3.00 hours Lecture**

Initiates the ESL conversation series with emphasis on everyday conversation. Topics encompass basic oral/aural skills students need for survival. This course may be offered for zero units. This course may be offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**ESL 323 BEGINNING PRONUNCIATION****3.0 Units 3.00 hours Lecture**

Designed to enable students to recognize and reproduce the sounds and intonation patterns of American English. Through intensive pronunciation drills, listening activities, free speaking, and reading of selected simplified passages, students develop confidence in speaking situations. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ESL 323NC BEGINNING PRONUNCIATION****0.0 Unit 3.00 hours Lecture**

Designed to enable students to recognize and reproduce the sounds and intonation patterns of American English. Through intensive pronunciation drills, listening activities, free speaking, and reading of selected simplified passages, students develop confidence in speaking situations. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
R-E-4

**ESL 325 BEGINNING READING AND WRITING****3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 320

Designed for the non-native speaker of English focusing on beginning-level reading and writing skills. Emphasis in writing is on beginning-level sentence patterns, basic spelling, basic conventions of standard written English, and basic paragraph forms. Emphasis in reading is on literal comprehension. Expansion of vocabulary is emphasized. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **ESL 325NC BEGINNING READING AND WRITING**

### **0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 320NC or ESL 320  
Designed for the non-native speaker of English focusing on beginning-level reading and writing skills. Emphasis in writing is on beginning-level sentence patterns, basic spelling, basic conventions of standard written English, and basic paragraph forms. Emphasis in reading is on literal comprehension. Expansion of vocabulary is emphasized. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

## **ESL 330 INTERMEDIATE MULTISKILLS I**

### **6.0 Units 6.00 hours Lecture**

**Recommended Preparation:** ESL 321  
A low-intermediate course in English for non-native speakers. Emphasis is on further development in listening, speaking, reading, writing, grammar and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **ESL 330NC INTERMEDIATE MULTISKILLS I**

### **0.0 Unit 6.00 hours Lecture**

**Recommended Preparation:** ESL 321NC or ESL 321  
A low-intermediate course in English for non-native speakers. Emphasis is on further development in listening, speaking, reading, writing, grammar and vocabulary. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

## **ESL 331 INTERMEDIATE MULTISKILLS II**

### **6.0 Units 6.00 hours Lecture**

**Recommended Preparation:** ESL 330  
A high-intermediate English course for non-native speakers. Emphasis is on speaking, listening, reading, writing, grammar, and vocabulary. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **ESL 331NC INTERMEDIATE MULTISKILLS II**

### **0.0 Unit 6.00 hours Lecture**

**Recommended Preparation:** ESL 330NC or ESL 330  
A high-intermediate English course for non-native speakers. Emphasis is on listening, speaking, reading, writing, grammar, and vocabulary. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

## **ESL 332 INTERMEDIATE CONVERSATION**

### **3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 321 or 322

The second in the ESL conversation series emphasis on both formal and informal expression and conversation in American English. Topics and vocabulary are expanded. May be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **ESL 332NC INTERMEDIATE CONVERSATION**

### **0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 321NC or ESL 321 or ESL 322NC or ESL 322

The second in the ESL conversation series emphasis on both formal and informal expression and conversation in American English. Topics and vocabulary are expanded. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

## **ESL 333 INTERMEDIATE PRONUNCIATION**

### **3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 323

An intermediate-level pronunciation course designed for non-native speakers which enables students to recognize, distinguish, and produce the sounds and intonation patterns of American English. Students continue to develop confidence in speaking and comprehension through extensive practice, imitation, sound discrimination, dialogue, response, and reading. This course may be offered for zero units on an open entry/open exit basis. The unit version of this course is not open entry/open exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **ESL 333NC INTERMEDIATE PRONUNCIATION**

### **0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 323NC or ESL 323

An intermediate-level pronunciation course designed for on-native speakers which enables students to recognize, distinguish, and produce the sounds and intonation patterns of American English. Students continue to develop confidence in speaking and comprehension through extensive practice, imitation, sound discrimination, dialogue, response, and reading. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

**ESL 335 INTERMEDIATE WRITING I****3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 321 or ESL 325  
Designed for the non-native speaker of English focusing on intermediate-level writing skills. Emphasis is on gaining control of intermediate level sentence patterns, basic conventions of standard written English, and basic paragraph forms. Reading, vocabulary, and grammar activities support and supplement writing instruction. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 335NC INTERMEDIATE WRITING I****0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 321NC or ESL 321 or ESL 325NC or ESL 325  
Designed for the non-native speaker of English focusing on intermediate-level writing skills. Emphasis is on gaining control of intermediate level sentence patterns, basic conventions of standard written English, and basic paragraph forms. Reading, vocabulary, and grammar activities support and supplement writing instruction. This course is offered for zero units on an open-entry/open-exit basis.  
Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

**ESL 340 ADVANCED MULTISKILLS****6.0 Units 6.00 hours Lecture**

**Recommended Preparation:** ESL 331  
An advanced English course for non-native speakers, incorporating academic skills. Emphasis is on further development in listening, speaking, reading, writing, grammar, and vocabulary in general and academic contexts. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 340NC ADVANCED MULTISKILLS****0.0 Unit 6.00 hours Lecture**

**Recommended Preparation:** ESL 331NC  
An advanced English course for non-native speakers, incorporating academic language skills. Emphasis is on further development in listening, speaking, reading, writing, grammar, and vocabulary. This course is offered for zero units on an open-entry/open-exit basis.  
Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-99*

**ESL 342 ADVANCED CONVERSATION****3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 331 or 332  
Completes the ESL conversation series and aids the ESL student in fluency in both formal and informal conversation in American English within a variety of societal contexts: social, work, and school situations. Topics may be of a controversial nature. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 342NC ADVANCED CONVERSATION****0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 331NC or ESL 331 or ESL 332NC or ESL 332  
Completes the ESL conversation series and aids the ESL student in fluency in both formal and informal conversation in American English within a variety of societal contexts: social, work, and school situations. Topics may be of a controversial nature. This course is offered for zero units on an open-entry/open-exit basis.  
Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

**ESL 343 ADVANCED PRONUNCIATION****3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 333  
Completes the ESL pronunciation sequence. Emphasis on accent reduction, pronunciation accuracy, auditory discrimination, conversation techniques, and selective listening skills. Develops stress distinctions and intonation patterns in order to communicate intent and meaning. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 343NC ADVANCED PRONUNCIATION****0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 333NC or ESL 333  
Completes the ESL pronunciation sequence. Emphasis on accent reduction, pronunciation accuracy, auditory discrimination, conversation techniques, and selective listening skills. Develops stress distinctions and intonation patterns in order to communicate intent and meaning. This course is offered for zero units on an open-entry/open-exit basis.  
Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

### **ESL 344 IDIOMS AND EXPRESSIONS IN AMERICAN ENGLISH**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 331

An advanced vocabulary course focusing on the idioms and expressions of American English. Designed to help non-native speakers understand and use, in both speech and writing, common and useful English idioms and expressions. Introduces phrasal verbs and collocations. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ESL 344NC IDIOMS AND EXPRESSIONS IN AMERICAN ENGLISH**

**0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 331NC or ESL 331

An advanced vocabulary course focusing on the idioms and expressions of American English. Designed to help non-native speakers understand and use, in both speech and writing, common and useful English idioms and expressions. Introduces phrasal verbs and collocations. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

### **ESL 345 ADVANCED WRITING I**

**3.0 Units 3.00 hours Lecture**

**Corequisite:** ESL 802

Designed for the non-native speaker of English focusing on advanced-level writing skills. Emphasis is on gaining control of complex sentence patterns and standard rhetorical patterns. Reading, vocabulary, and grammar activities support and supplement writing instruction. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ESL 345NC ADVANCED WRITING I**

**0.0 Unit 3.00 hours Lecture**

**Corequisite:** ESL 802NC

Designed for the non-native speaker of English focusing on advanced-level writing skills. Emphasis is on gaining control of complex sentence patterns and standard rhetorical patterns. Reading, vocabulary, and grammar activities support and supplement writing instruction. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

### **ESL 346 ADVANCED WRITING FOR WORK**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 331 or 336

Designed to improve non-native speakers' reading comprehension and written communication skills necessary for advanced-level work using "real world" texts. Students summarize examples of American business and technical communication, design, write, and analyze different communication examples of memoranda, letters, descriptions, instructions, and other reports focusing on impact, accuracy, and clarity in relation to audience and purpose. Students also review sentence structure and grammar as needed. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ESL 346NC ADVANCED WRITING FOR WORK**

**0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** ESL 331NC or ESL 331 or ESL 336NC or ESL 336

Designed to improve non-native speakers' reading comprehension and written communication skills necessary for advanced-level work using "real world" texts. Students summarize examples of American business and technical communication, design, write, and analyze different communication examples of memoranda, letters, descriptions, instructions, and other reports focusing on impact, accuracy, and clarity in relation to audience and purpose. Students also review sentence structure and grammar as needed. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

### **ESL 347 ADVANCED GRAMMAR REVIEW**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ESL 331

Begins the advanced, rapidly-paced grammar sequence for non-native speakers of English. Emphasis is on structures particularly difficult for non-native speakers such as the English verb system in all tenses and aspects, including passive voice, modals, and modal-like expressions. Writing of original sentences, applying correct structure and stresses appropriate punctuations. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*



**ESL 347NC ADVANCED GRAMMAR REVIEW****0.0 Unit 3.00 hours Lecture****Recommended Preparation:** ESL 331NC or ESL 331

Begins the advanced, rapidly-paced grammar sequence for non-native speakers of English. Emphasis is on structures particularly difficult for non-native speakers such as the English verb system in all tenses and aspects, including passive voice, modals, and modal-like expressions. Writing of original sentences, applying correct structure and stresses appropriate punctuation. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***ESL 354 VOCABULARY SKILLS FOR COLLEGE****3.0 Units 3.00 hours Lecture****Recommended Preparation:** ESL 340

Designed to help non-native speakers of English expand and acquire a college-level vocabulary and idiomatic expressions necessary for academic and vocational courses. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 354NC VOCABULARY SKILLS FOR COLLEGE****0.0 Unit 3.00 hours Lecture****Recommended Preparation:** ESL 340NC or ESL 340

Designed to help non-native speakers of English expand and acquire a college-level vocabulary and idiomatic expressions necessary for academic and vocational courses. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***ESL 355 ESL READING FOR COLLEGE -****AMERICAN LITERATURE****3.0 Units 3.00 hours Lecture****Recommended Preparation:** ESL 340 or 345

Introduces advanced ESL students to techniques for understanding and appreciating excerpts and complete works of fiction, drama, and poetry by American writers. Students write summaries, journal entries, and character analyses and take part in discussions, dramatic activities, and presentations in response to specific works studied.

This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 355NC ESL READING FOR COLLEGE:****AMERICAN LITERATURE****0.0 Unit 3.00 hours Lecture****Recommended Preparation:** ESL 340NC or ESL 340 or ESL 345NC or ESL 345

Introduces advanced ESL students to techniques for understanding and appreciating excerpts and complete works of fiction, drama, and poetry by American writers. Students write summaries, journal entries, and character analyses and take part in discussions, dramatic activities, and presentations in response to specific works studied. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***ESL 356 ACADEMIC SUCCESS STRATEGIES FOR ESL STUDENTS****3.0 Units 3.00 hours Lecture****Recommended Preparation:** ESL 340 or 345 or 358

This course is designed to improve advanced ESL students' academic language skills and likelihood of academic success. Using lecture and textbook materials from a college level course, students will develop study and test-taking strategies, academic discipline-specific vocabulary, classroom participation skills, reading, writing, and note-taking skills. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 356NC ACADEMIC SUCCESS STRATEGIES FOR ESL STUDENTS****0.0 Unit 3.00 hours Lecture****Recommended Preparation:** ESL 340NC or ESL 340 or ESL 345NC or ESI 345 or ESL 358NC or ESI 358

This course is designed to improve advanced ESL students' academic language skills and likelihood of academic success. Using lecture and textbook materials from a college level course, students will develop study and test-taking strategies, academic discipline-specific vocabulary, classroom participation skills, reading, writing, and note-taking skills. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*NR*



**ESL 357 GRAMMAR REVIEW FOR COLLEGE****3.0 Units 3.00 hours Lecture****Recommended Preparation:** ESL 331, 347

Completes the advanced, rapidly-paced grammar sequence for non-native speakers of English. Emphasis is on structures particularly difficult for speakers of English as a second language such as gerunds and infinitives in both active and passive voice, and noun, adjective, and adverb clauses, including clauses of condition. Writing of original compound and complex sentences with appropriate transitions and punctuation is stressed. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ESL 357NC GRAMMAR REVIEW FOR COLLEGE****0.0 Unit 3.00 hours Lecture****Recommended Preparation:** ESL 331NC or ESL 331 and ESL 347NC or ESL 347

Completes the advanced, rapidly-paced grammar sequence for non-native speakers of English. Emphasis is on structures particularly difficult for speakers of English as a second language such as gerunds and infinitives in both active and passive voice, and noun, adjective, and adverb clauses, including clauses of condition. Writing of original compound and complex sentences with appropriate transitions and punctuation is stressed. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99***ESL 358 LISTENING AND NOTE-TAKING SKILLS FOR COLLEGE****3.0 Units 3.00 hours Lecture****Recommended Preparation:** ESL 340

Designed to prepare foreign-language speakers for mainstream college courses. Emphasis is on note-taking, outlining, comprehension of spoken information, questioning, and paraphrasing techniques necessary for class participation. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***ESL 358NC LISTENING AND NOTE-TAKING SKILLS FOR COLLEGE****0.0 Unit 3.00 hours Lecture****Recommended Preparation:** ESL 340NC or ESL 340

Designed to prepare foreign-language speakers for mainstream college courses. Emphasis is on note-taking, outlining, comprehension of spoken information, questioning, and paraphrasing techniques necessary for class participation. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4***ESL 359 AMERICAN LANGUAGE AND CULTURE THROUGH FILM****3.0 Units 3.00 hours Lecture****Recommended Preparation:** ESL 331

In this content-based course, students are introduced to selected periods of American history and aspects of American culture through film. Discussion and writing assignments are based on background readings which complement these films. Film provides students with visual, kinesthetic and auditory modes of learning which makes it a highly effective method of enhancing second or foreign-language acquisition. It also offers opportunities to learn idiomatic expression, pronunciation and vocabulary as well as improve listening comprehension while gaining insight into American culture. This course may be offered for zero units on an open-entry/open-exit basis. The unit version of this course is not open-entry/open-exit and may not be repeated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***ESL 359NC AMERICAN LANGUAGE AND CULTURE THROUGH FILM****0.0 Unit 3.00 hours Lecture****Recommended Preparation:** ESL 331NC or ESL 331

In this content-based course, students are introduced to selected periods of American history and aspects of American culture through film. Discussion and writing assignments are based on background readings which complement these films. Film provides students with visual, kinesthetic and auditory modes of learning which makes it a highly effective method of enhancing second or foreign-language acquisition. It also offers opportunities to learn idiomatic expression, pronunciation and vocabulary as well as improve listening comprehension while gaining insight into American culture. This course is offered for zero units on an open-entry/open-exit basis.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-4*

**ESL 380NC ADVANCED ACADEMIC WRITING I****0.0 Unit 6.00 hours Lecture**

**Prerequisite:** Placement by the current assessment process or successful completion of ESL 340, ESL 340NC, or comparable course with a grade of "C" or better or "P" if taken for no credit

The first in the series of advanced academic writing courses designed for non-native speakers to develop greater proficiency in reading comprehension and written communication necessary for college-level work. Students summarize articles from a variety of academic disciplines and discuss current issues especially in American, western, and other cultures and relate those issues to their own culture and experiences. Students develop fluency and confidence by writing and rewriting thesis-based essays. (formerly ESL 350NC) This course is offered for zero units on an open-entry/open-exit basis. Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*R-E-4*

**ESL 390NC ADVANCED ACADEMIC WRITING II****0.0 Unit 6.00 hours Lecture**

**Prerequisite:** Placement by the current assessment process or successful completion of ESL 80, ESL 180, or ESL 350 with a grade of "C" or better or completion of ESL 380NC with a grade of "P".

This course is designed for non-native English learners advancing their proficiency in academic reading and writing. Students critically analyze a range of college-level texts and literary sources that provide varying perspectives on language and culture and how these perspectives shape one's perception of the world. Students research and synthesize these ideas into well-developed, objective and subjective written responses using a variety of rhetorical strategies and devices. Research strategies, academic vocabulary, appropriate language conventions, and integration of sources are also covered. Successful completion prepares students to enroll in ENG 1A or 1AH. Zero units; open-entry/open-exit. Grading Method: SP - Noncredit Graded Pass/SP/No Pass  
*NR*

**ESL 802 ADVANCED WRITING I LAB****0.5 Unit 1.50 hours Learning Center**

**Corequisite:** ESL 345

Requires concurrent enrollment in ESL 345, Advanced Writing I. Enhances and provides practice in skills learned in ESL 345. Focus is on the development of spelling, vocabulary, grammar, punctuation and reading skills leading to improved writing. Students may attend the lab at any time on a first-come, first-served basis. The unit version of this course is not repeatable. Grading Method: PN - Pass/No Pass  
*NR*

**ESL 802NC ADVANCED WRITING I LAB****0.0 Unit 1.50 hours Learning Center**

**Corequisite:** ESL 345NC

Enhances and provides practice in skills learned in ESL 345. Focus is on the development of spelling, vocabulary, grammar, punctuation and reading skills leading to improved writing. This course is offered for zero units on an open-entry/open-exit basis. Grading Method: NC - Noncredit  
*R-E-4*

**ET-Electronic Technology****ET 101 SURVEY OF ELECTRONICS****3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Basics of electronics for non-majors or those exploring possible interest in the field.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 114 DIGITAL ELECTRONIC CIRCUITS****4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** ET 133

Fundamentals of logic and circuits for digital electronics. Includes binary arithmetic, Boolean algebra, logic gates, digital technologies, memory circuits, Analog-to-Digital (A/D) and Digital-to-Analog (D/A) converters, shift registers, counters, clock and timing circuits, and multiplexers/demultiplexers. Laboratory experiments emphasize testing and troubleshooting of common circuits.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 118 ELECTRONIC COMMUNICATION SYSTEMS****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** ET 114 and 135  
Principles of modern electronic communication systems, including radio, data, digital, and opto-electronic systems. Study of noise analysis, modulation methods, networks, transmission lines, antennas, and other important system components and considerations. Includes analytical principles and equations as well as practical applications and troubleshooting.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 133 DC AND AC FUNDAMENTALS****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Fundamentals of Direct Current (DC) and Alternating Current (AC) electronic components and circuits. Includes basic DC and AC terms, resistors, capacitors, inductors, Ohm's law, series and parallel circuits, circuit theorems, magnetism, transformers, time constants, reactance, resonance, and passive filters. Laboratory experiments utilize common test equipment such as the digital multimeter, power supply, function generator, and oscilloscope.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 135 SEMICONDUCTOR DEVICES AND CIRCUITS****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** ET 133  
Fundamentals of semiconductor devices and circuits, both discrete and integrated. Includes diodes, transistors, amplifiers, thyristors, operational amplifiers, active filters, oscillators, and voltage regulators. Lab exercises include building and testing devices and circuits studied.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 200 DIGITAL SIGNAL PROCESSING AND MICROCONTROLLERS****4.0 Units 3.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** ET 114

Fundamentals of digital signal processing, microcontrollers, analog-to-digital (A/D) and digital-to-analog (D/A) interface circuits, and other advanced digital circuits. Includes related hardware, software, testing, and troubleshooting. Lab exercises including building and testing circuits and devices studied.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 201 ROBOTICS FUNDAMENTALS****2.0 Units 1.50 hours Lecture 1.50 hours Lab**

Fundamentals of robotics, including hardware, software, testing, and troubleshooting. Study of the basics of the major hardware and software of a small robot while building and programming it for various activities.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 202 INTERMEDIATE ROBOTICS****2.0 Units 1.50 hours Lecture 1.50 hours Lab****Recommended Preparation:** ET 201

Study of intermediate level robotics systems, including mechanical and electronic components and subsystems, microcontrollers, sensors, motors/servos, and software. Each student will purchase a robotic arm and construct, program, test, and troubleshoot it to perform specified tasks.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ET 250 MOTORS AND CONTROLS AND PROGRAMMABLE LOGIC CONTROLLERS****4.0 Units 3.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** ET 133 and ET 114

Electric motors and controls and Programmable Logic Controller (PLC) basics. Includes study of industrial motors and related starters, switches, overload protection, and controllers. Also covers PLC basics, related input and output interfaces, devices, and sensors, and PLC programming. Laboratory exercises emphasize setup, programming, and troubleshooting of common devices and circuits related to motors and PLC's.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## ETT-Entertainment and Theatre Technology

**ETT 24 STAGE MANAGEMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Students will gain practical experience in the application of production responsibilities and role of a theatre stage manager in any of the following: stage management, house management, construction, scenery, properties, costume, lighting, sound, and running crews. Includes studies in script breakdown, communication, blocking, rehearsal procedures and performance skills.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: THTR 192

**ETT 40 STAGECRAFT****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

An introduction to technical theatre and the creation of scenic elements. Includes basic concepts of design, painting techniques, set construction, set movement, prop construction, backstage organization, career possibilities, stage management, lighting, and sound techniques. Practical experience through lab and crew positions.

Grading Method: GN - Letter Grade only

NR

C-ID: THTR 171

**ETT 41 LIGHTING DESIGN FUNDAMENTALS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** ETT 40

The study and execution of stage lighting with emphasis on equipment, control, color and their relationship to design. Requires participation as crew or construction member on Theatre Arts department productions.

Grading Method: GN - Letter Grade only

NR

C-ID: THTR 173

**ETT 42 COSTUME DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated. Crew assignments for major productions will provide practice in construction techniques.

Grading Method: GN - Letter Grade only

NR

C-ID: THTR 174

**ETT 100 APPLIED TECHNICAL THEATRE PRODUCTION****2.0 Units 1.00 hour Lecture 4.00 hours Lab***Transfers: CSU***Recommended Preparation:** MATH 351

Focuses on pre-production skills and techniques needed prior to opening a theatrical production. Designed for those interested in a career in technical theatre.

Grading Method: GN - Letter Grade only

NR

**ETT 101 FUNDAMENTALS OF DESIGN AND GRAPHICS FOR THEATRE****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** ETT 40

Explores the techniques used to communicate visual ideas in the theatrical and entertainment industry. The use of hand-drawing, drafting, basic perspective, and supporting computer applications are emphasized. Students will be offered a survey of scenery, lighting, sound, costumes, makeup, properties, theatrical equipment and construction techniques through demonstration, and laboratory experience. Information is applicable to all formal theatrical applications.

Grading Method: GN - Letter Grade only

NR

C-ID: THTR 172

**ETT 142 THEATRE PRODUCTION****1.0 Unit 0.50 hour Lecture 2.00 hours Lab***Transfers: CSU*

Students will gain practical experience in the application of production responsibilities in any of the following: stage management, house management, construction, scenery, properties, costume, lighting, sound, and running crews. Requires participation as crew or construction member on Theatre Arts department productions.

Grading Method: GN - Letter Grade only

R-E-1

C-ID: THTR 192

**ETT 144 THEATRE SCENERY PAINTING****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

A study of the elements of theatrical scenery painting, including historical and present-day methods with practical applications through class efforts of scenery painting, as well as individual scene-painting projects.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ETT 240 ADVANCED STAGECRAFT****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** ETT 40

Principles and techniques of stagecraft, with emphasis on stage properties, alternative materials, computer usage as it relates to automation and organization at theatrical events, automated lighting, alternate spaces, and special effects. Also explores stagecraft as a profession and as it relates to all entertainment, including film, television, and theme parks. Requires participation as crew and construction member on a Department of Theatre Arts production.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**ETT 242 STYLES OF PAINT FOR THE ENTERTAINMENT INDUSTRY**  
**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** ETT 244

Creating themed environments by exploring period style elements through art, architecture, and concepts of set design. Focuses on practical application techniques and studies. Provides an overview of social, cultural, art, architecture, and period styles and décor from antiquity to the modern age of western civilization applicable to theatrical stage design.

Grading Method: GN - Letter Grade only

NR

**ETT 244 ADVANCED SCENERY PAINTING**  
**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Prerequisite:** ETT 144

Examines detailed faux finish techniques, and basic mural layouts. Practical application of more advanced painting methods and tools and the estimating of costs and supplies.

Grading Method: GN - Letter Grade only

NR

## FA-Fine Arts

**FA 27 INTRODUCTION TO FINE ARTS**  
**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to the discipline of fine arts, including visual, performing and digital arts. Explores various topics that unite all fine arts, including terminology, aesthetics, themes, objective and subjective analysis, and exploration of contemporary issues through art mediums. Credit may be earned for either FA 27 or FA 27H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FA 27H HONORS INTRODUCTION TO FINE ARTS**  
**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An introduction to the discipline of fine arts, including visual, performing and digital arts. Explores various topics that unite all fine arts, including terminology, aesthetics, themes, objective and subjective analysis, and exploration of contemporary issues through art mediums. Honors course assignments and methods of evaluation emphasize the development of critical and creative engagement with original research topics, and include a required research project as a component of the course. Reduced class size. Credit may be earned for either FA 27 or FA 27H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## FASH-Fashion

**FASH 31 TEXTILES**  
**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Fabric selection and care considering fibers, yarns, weaves, knits, finishes, and color. Emphasis is on properties of fibers as related to their end use and consumer understanding of fabric performance.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 100 SEWING FOR FASHION DESIGN I**  
**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Fundamentals of sewing for the fashion design industry. Introduction to industrial equipment, home and industry patterns, fabric selection, layout and cut and sew techniques.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 101 INTRODUCTION TO FASHION CAREERS**  
**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Explores the fashion industry including the development of fashion and consumer demands, fashion producers, fashion retailers, international fashion centers, marketing concepts, promotion, publishing, and advertising areas. Determine the facts and figures that are essential for a successful career in the global world of today's fashion business. Emphasis placed on current industry and careers and may include local field trips.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **FASH 110 CONTEMPORARY CLOTHING CONSTRUCTION**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 100 or basic sewing skills

Clothing construction methods appropriate for beginners or students wishing to refine their skills. Emphasis is placed on new sewing and fitting techniques for contemporary fabrics and fashion designs, individualizing patterns, and coordinating fabric choices to create the desired fashion image. Ideal for students wishing to transfer.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 111 SEWING FOR FASHION DESIGN II**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 100 or equivalent experience is suggested to help students be successful in this course.

Designed for the student who has completed Sewing for Fashion Design I. Students will continue to build their sewing skills using industrial equipment while constructing the following projects: pants, button down collar shirt and a knit project. Industrial and home sewing techniques will be covered. More challenging fabrics will be used.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 112 FASHION SEWING--ADVANCED**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 111 or equivalent experience is suggested to assist the student to be successful in this class.

Application of advanced techniques in construction of garments. Use of designer patterns and adapting patterns for a more personal style. Handling of such special fabrics as velvet, microfibers, sheers, silks, piques, taffetas, and lace. Fine custom details such as lining and underlining.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 113 COUTURE SEWING**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 111 or equivalent experience is suggested to aid student in successful completion of this course.

Application of custom techniques in construction of haute couture garments. Instruction in fine finishing details such as hand-sewing techniques, trapunto, self-trim applique, and beading.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 120 TAILORING**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 100 or basic sewing skills are suggested to assist student to complete this course successfully.

Emphasizes tailoring techniques as applied to construction of coats and suits. Stresses hand-tailoring processes including working with wool, hand-rolling collars, and supporting fabrics and linings. Also includes tailoring methods using soft, unconstructed fabrics, new shaping techniques and quick methods of construction. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 124 WEARABLE ART**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 100 or basic sewing skills are suggested to assist student to complete this course successfully.

Course work covers elements of surface design used for textiles, garments, costumes, and wearable art pieces. Techniques include: dyeing and staining textiles, discharge and resists, printing and transfer, fiber and fabric manipulation, embroidery, and embellishment. Course work incorporates elements of design, sources of inspiration, historical, and cultural techniques used for textile and wearable art.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 130 FLAT PATTERN DESIGN**

**4.0 Units 4.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 100 or basic sewing skills

Creative fashion and costume design achieved through flat pattern techniques. Use of the basic sloper and construction of half-scale garments.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 131 CAD PATTERNMAKING WITH TUKATECH**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Prerequisite:** FASH 130

Designed to teach computerized pattern making skills of garment design using Tukatech software. Course includes drafting basic pattern blocks (slopers), manipulating or creating new darts, adding fullness, creating pleats and making new seams on computer program. Tukatech adds computerized flat-pattern dimension to traditional flat pattern and provides a better understanding of the processes involved in producing ready-to-wear or custom apparel.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*



**FASH 132 DRAPING FASHION DESIGNS****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU*

**Recommended Preparation:** FASH 100 or basic sewing skills will assist the student to complete this class successfully.

Creative apparel designing using fabric-draping techniques on a dress form with application to the individual.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 136 APPAREL DESIGN****3.0 Units 2.50 hours Lecture 1.50 hours Lab***Transfers: CSU*

**Recommended Preparation:** FASH 130 or equivalent experience is suggested to assist with student success in this class.

Designed to teach the basic skills of garment design: how designers develop a line, sources of inspiration, trend reports, and the elements of a successful apparel line. Course includes garment sketch, line presentation, sourcing, cost sheets, garment specs and taking your line to market.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 140 FASHION IMAGE****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Aims to help men and women to look and dress their best, taking into account personal style, lifestyle, goals and budget. Provides tools for evaluating your individual style, accentuating your assets, becoming aware of color, proportion and fit. Professional fashion styling, image management and photo shoots will be included. May include field trip related to current subject matter.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 141 APPAREL SELECTION****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Concepts of apparel selection for professional and personal needs based on design, culture, image and lifestyles. Includes the study of sociological, physiological, and psychological aspects of dress. The fashion professional uses this information to better design, produce, and select products to meet the needs of a culturally diverse consuming population. May include field trip related to current subject matter.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 143 FASHION BUYING AND MERCHANDISING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Study the principles and techniques of merchandising pertinent to the fashion industry including buying fashion, methods of merchandising fashion, and merchandise control.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 144 FASHION TRENDS AND CULTURAL COSTUMES****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Examines the forces which influence the fashion trends of today by studying the clothing, textiles, arts, and cultures of the past. Covers historical, artistic, socioeconomic, geographic, religious, political, and cultural influences on clothing design, textiles, and fashion from ancient to modern civilization. Includes cultures throughout the world.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 145 INTERNSHIP****1.0 Unit 1.00 hour Lecture***Transfers: CSU***Corequisite:** CWE 180

Supervised and educationally-directed internship. Weekly lectures will relate on-the-job experiences with academic program. To be taken in the final year of program with CWE 180.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 147 SPECIAL EVENTS COORDINATION AND PROMOTION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Emphasis is on student-produced fashion events. The course will provide training in fashion promotion, stage creation, retail sales, advertising, modeling, and merchandising.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 148 VISUAL MERCHANDISING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Visual merchandising as both an art form and a selling technique in fashion retailing. The use of color, outfit coordination, store layout, fixtures, lighting, signing, composition, mannequins, and props will be studied.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



### **FASH 150 FASHION APPAREL AND PROFESSIONAL TECHNIQUES**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Information about fashion designers' ready-to-wear and non-textile merchandise. Includes men's and women's clothing, jewelry, leather, shoes, and accessories. Examination of methods of construction and production, fashion terms, and consumer information. Stresses professional portfolio development and presentation skills for fashion design and merchandising students. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 154 FASHION ILLUSTRATION**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

The study and development of fashion illustration techniques. Included will be the uses and purposes of the four types of fashion drawings: design sketching, production sketching, presentation drawing, and fashion illustration. Emphasis will be placed on the use of croquis and developing freehand sketching skills of the fashion figure in a variety of poses, with attention to the drape, texture and pattern of fabric. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 155 THE DIGITAL FASHION IMAGE**

**2.0 Units 1.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** FASH 154  
Create digital fashion images using Adobe Photoshop and Illustrator. Technical instruction on sketching and image production from pencil to pen tool. Students will create and merchandise a clothing line and be introduced to the computer generated portfolio. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 204 UNDERSTANDING APPAREL PRINCIPLES-AIMS CERTIFICATION**

**1.0 Unit 1.00 hour Lecture 0.50 hour Lab**

Students will learn to use the computer for costing, pricing, inventory control as well as vendor analysis. All current concepts in wholesale and retail merchandise planning are presented. The emphasis is on practical knowledge and the use of computers in today's apparel business. The class will cover the principles and procedures involved in the business applications of the fashion industry using Apparel Information Management System (AIMS) software for wholesale and retail buying decisions. Students passing final exam will earn AIMS Certification. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 205 CORSET CONSTRUCTION**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** FASH 100 or 110 or equivalent sewing experience will assist the student to be successful in this class.

Covers types of corsets, both historical and modern. Students will create their own pattern, learn proper fitting techniques, evaluate suitability of fabric and boning and build a corset from start to finish. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 206 DESIGNING & CONSTRUCTING KNITWEAR, ACTIVEWEAR, SWIMWEAR**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** FASH 100 or equivalent sewing experience will assist the student to be successful in this course.

Focuses on sewing, constructing, and designing knitwear garments. Specialty techniques, types of knits, industrial machines used with knits, and basic pattern-making will be covered. Students will create garments ranging from tops to bottoms, dresses, activewear, and swimwear. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 207 ECO-FRIENDLY FASHION TOUR**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

Learn how professionals in the fashion industry are minimizing their impact on the earth and "going green." Students will visit designers, retailers, textile manufactures and "eco-preneurs" to learn how they have become fashion crusaders with light footprints. Includes site visits and on-site lectures and presentations. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 208 PERIOD AND VINTAGE SEWING**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** FASH 100 and 111 or equivalent experience will assist the student to be successful in this course.

Construct garments using vintage and drafted sewing patterns. Great for both fashion and costuming. Reproduce vintage and period clothing from the 18th century through 20th century. Sewing techniques from the past and their modern interpretations will also be examined. The course will include the history and evolution of patterns, sewing machines, sergers, irons, notions and equipment. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **FASH 211 ADVANCED DRESSMAKING AND CUSTOM SEWING**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:** FASH 111 and 130 or equivalent experience is suggested to aid in student success in this course.

Application of advanced techniques in the construction of specialty, custom and couture/designer garments. Use of advanced designer patterns and their manipulation for a custom look and fit. Handling of specialty fabrics such as lace, wools, silks, and napped fabrics as well as sophisticated couture designer finishes and embellishments.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 212 CONSTRUCTION LAB**

**1.0 Unit 3.00 hours Lab**

Includes demonstration and practice of basic and intermediate sewing skills necessary for the student at the fundamental level. Course includes exposure and use of industrial sewing machines, industrial dress forms and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass.

Grading Method: PN - Pass/No Pass  
*NR*

### **FASH 213 DESIGNER'S LAB**

**1.0 Unit 3.00 hours Lab**

**Recommended Preparation:** FASH 100

Includes demonstration and practice of advanced sewing skills necessary for the established student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass.

Grading Method: PN - Pass/No Pass  
*NR*

### **FASH 214 COUTURE LAB**

**1.0 Unit 3.00 hours Lab**

**Recommended Preparation:** FASH 100 or equivalent experience is suggested to help with student success in this course.

Includes demonstration and practice of couture and specialty sewing skills necessary for the accomplished student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment, specialty equipment and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass.

Grading Method: PN - Pass/No Pass  
*NR*

### **FASH 216 COSTUMER'S LAB**

**1.0 Unit 3.00 hours Lab**

Includes demonstration and practice of specialty sewing skills necessary for the costuming student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment, specialty equipment, and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass.

Grading Method: PN - Pass/No Pass  
*NR*

### **FASH 217 FOOTWEAR DESIGN AND CONSTRUCTION**

**2.0 Units 1.50 hours Lecture 2.00 hours Lab**

Design and construct footwear/shoes for an accessory line or that complete your clothing line, compliment ensembles, theatrical costumes or stand alone as wearable art. Explores historical and ethnic inspirations as well as current market interests and trends. Covers design methods, construction techniques and sources for materials. Suggested for students interested in Fashion Design and Costuming.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 218 NEW YORK STUDY TOUR**

**2.0 Units 1.50 hours Lecture 1.50 hours Lab**

Travel to New York, the fashion capital of the United States. Students will connect with industry, observe the workplace in action, and explore employment and internship opportunities within New York City. May include field trips to apparel and textile manufacturers, showrooms, CAD companies, trend forecasters, visual display showrooms, publications, retail stores, buying offices, and museum collections. Learn about New York's role as one of the four major fashion capitals of the world.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **FASH 219 DRESSMAKING LAB**

**1.0 Unit 3.00 hours Lab**

Includes demonstration and practice of intermediate sewing skills necessary for fashion students. Course includes exposure and use of industrial sewing machines, sergers, industrial dress forms and industrial irons in a professional studio. Offered as open-entry/open-exit as pass/no pass.

Grading Method: PN - Pass/No Pass  
*NR*

**FASH 220 TAILOR'S LAB****1.0 Unit 3.00 hours Lab****Recommended Preparation:** FASH 111

Includes demonstration and practice of Tailoring sewing skills necessary for the accomplished student and designer. Course includes exposure and use of industrial sewing machines, industrial dress forms, tailoring equipment, pattern making equipment specialty equipment and industrial irons in a professional studio. Recommended for advanced fashion students. Offered as open-entry/open-exit and pass/no-pass.

Grading Method: PN - Pass/No Pass

NR

**FASH 223 MILLINERY DESIGN****3.0 Units 2.50 hours Lecture 1.50 hours Lab**

Learn the historic art of millinery. Design and construct hats as an accessory line, to complete your clothing line, for theatrical costumes, or as wearable art. Covers historical and ethnic inspirations as well as current market interests and trends. Includes design methods, construction techniques and sources for materials. Ideal for students interested in Fashion Design and Costume Design.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 224 ACCESSORY DESIGN****3.0 Units 2.50 hours Lecture 1.50 hours Lab**

Design and develop a line of accessories. Course covers process of accessory design from inspiration to sourcing and manufacturing of handbags, small leather goods, footwear, millinery, gloves, belts, and neckwear.

Overview of accessory history as well as current market trends and designers. Construction methods and manufacturing processes for accessories will be covered.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 225 APPAREL CART - FASHION RETAILING ONLINE WITH EASY CART SHOP****1.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Create an online store for your fashion business using Apparel Easy Shop and other retail software. Course covers building your online store with full web administration, credit card processing, secure customer shopping, and many other features specific to apparel. Includes social media integration and online marketing.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 230 ALTERATIONS AND FITTING****3.0 Units 2.50 hours Lecture 1.50 hours Lab****Recommended Preparation:** FASH 100 or basic sewing skills

Included are basic procedures involved in altering a ready-made garment, industrial sewing-machine operation, identification of specific fitting problems, causes, and remedies.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 234 ADVANCED PATTERN AND DESIGN TECHNIQUES****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Prerequisite:** FASH 130

Translate complex original designs into garments. Includes instruction in industrial pattern and apparel construction. Students will develop style designs and patterns.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 235 DESIGNING FOR THE FASHION INDUSTRY****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Recommended Preparation:** FASH 130

A professional course simulating the procedures used in the design department of a garment manufacturer. The student will design misses and junior dresses, lingerie, men's and women's sportswear, active sportswear, after-five, and children's wear. Students will deal with the problems of working ahead of fashion seasons, production costs, sale-ability, and manufacture-ability of garments. Emphasis also will be placed on improving design techniques. Class will attend industry site visits.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 238 ADVANCED DRAPING AND FASHION DESIGN****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Recommended Preparation:** FASH 132

Explores design principles through draping techniques. Student will create half and full scale garments for presentation, professional portfolio, and department fashion show.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 240 DYE PROCESSES ON FABRICS****3.0 Units 2.50 hours Lecture 1.50 hours Lab**

Explores a variety of methods used to dye and/or print fabrics suitable for use in clothing, costumes and interiors. Covers traditional procedures, terminology, equipment, and the various new dyes, pigments and technique trends in the current market. Various topics will be covered including shibori, high and low water immersion, ice dyeing, batik, fabric painting, tie-dyeing, dip dyeing and direct application processes. Natural dyes, mordants and eco dyeing will also be explored. Methods will be explored to enable professionals and students to design fabrics to suit their garment designs and costume projects. Excellent for fashion, theater costuming, art and interior design students.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**FASH 247 SPECIAL EVENTS PARTICIPATION****1.0 Unit 1.00 hour Lecture 0.50 hour Lab**

Includes planning and participating in a student produced fashion event. Students will showcase garments of their own design or will apply staging principles learned in merchandising courses. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 250 FASHION TREND FORECASTING****1.5 Units 1.00 hour Lecture 1.50 hours Lab**

Research and identify key trends in the apparel industry. Fashion forecasting research will include looking at fashion silhouette, textiles and colors, then projecting what future fashion trends will be. Covers analysis of trend forecasting companies, street fashion, couture and fashion blogging. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 251 DESIGNING FOR A CAUSE AND SUSTAINABLE FASHION****3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** FASH 100, 130 and 154  
Designed to teach the basic skills of garment design while promoting a particular cause. Learn how to develop a line, sources of eco-inspiration, trend reports and the elements of a successful apparel line. Explore relationships between philanthropic companies in the textiles, apparel, and retailing and other "green" companies. Drapery and pattern making using the basic block, fitting techniques, and manipulating pattern or drape to create apparel with design details.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FASH 254 FASHION IN SOUTHERN CALIFORNIA****1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

Introduction to the fashion industry in Southern California. Students will visit California Mart and a selection of industry professionals and environments such as designers, buyers, manufacturers, and production facilities.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## FCS-Family and Consumer Sciences

**FCS 115 CONSUMER ISSUES****3.0 Units 3.00 hours Lecture***Transfers: CSU*

An applied approach to consumer issues and problems, enabling one to become an informed consumer. The following topics are covered: history of the consumer movement, consumer rights and responsibilities, consumer persuasion strategies, frauds and rip-offs, overview of basic insurance coverage, basic budget and credit management strategies, and consumer contracts and alternate dispute resolutions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FCS 142 LIFE MANAGEMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Application of principles of family resource management to personal and family settings. Decision-making in the management of time, energy, money and other resources to student's work and home situations. Investigation of changing roles and lifestyles. Practical applications include balancing home, family, work and individual responsibilities; household planning; work simplification; budgeting; and management of the household.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## FN-Food and Nutrition

**FN 282 INTRODUCTION TO HERBS****2.0 Units 1.00 hour Lecture 3.00 hours Lab**

Learn how to get more out of herbs by adding flavor and nutrition when preparing foods. Topics will guide students through a range of different herbs and spices, including leaves, flowers, roots, seeds and stems that are available today. Identification and uses are shown and practiced at each class. Hands on experience making infusions, oils, tea, decoctions will be taught. Methods to help understand what herbs to use in which circumstance are explored. Discusses the culinary, medicinal, nutritional, household, and cosmetic applications of a variety of different herbs.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 285 PERSONAL CHEF****3.0 Units 3.00 hours Lecture**

The professional personal chef is one of the fastest growing careers in food service. Personal chefs have the chance to work with food in a more creative, personalized way and also approach their careers with a more entrepreneurial business sense. Topics covered include starting and growing a successful professional personal chef business and the skills and competencies required as well as, providing a practical road map to get started.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 286 SUGAR CONFECTIONERY****1.0 Unit 0.50 hour Lecture 1.50 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Explore the chemistry of sugar at various stages of cooking. Make confectioneries such as pate de fruit, guimauve, caramels, nougats, sponge candy and other candies. Learn to use pastillage, pulled sugar, blown sugar, and poured sugar to create a variety of edible décor and showpieces.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 287 CHOCOLATE CONFECTIONERY****1.0 Unit 0.50 hour Lecture 1.50 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Study the history of chocolate, its cultivation, and present-day manufacturing. Topics include the fundamentals of chocolate science and tempering, and practice in producing a wide range of chocolate candies. Truffles, hand-dipped candies, molded bonbons, and chocolate décor will be covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 288 ADVANCED BAKING AND PASTRY****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Advanced baking skills and methods. Emphasis on specialty and advanced baking skills, techniques, methods and presentation. Hands-on production of pastries, cakes and fillings, puff dough, creams and custards integrated with accompaniments from international cuisines.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 50 FUNDAMENTALS OF NUTRITION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A comprehensive analysis of the principles of nutrition and their relationship to health throughout the life cycle. Scientific concepts of nutrition related to the function of nutrients in basic life processes and current health issues with emphasis on the needs of the individual.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: NUTR 110

**FN 64 NUTRITION ISSUES AND CONTROVERSIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Stresses a topical approach to nutrition and related health conditions with emphasis on evaluation of controversial views and findings. Investigates problems related to food choices, energy balance, over-consumption of foods, food and diet fads and fallacies, nutrient needs, nutrient supplements, food safety, nutrition legislation and current dietary trends.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 101 CULINARY PRINCIPLES I****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** FN 171 or FN 210 or current ServSafe Certification**Recommended Preparation:** FN 246

Beginning students will gain a general understanding of cooking theory while developing professional culinary arts skills. Basic cooking principles of stocks, sauces, soups, poultry, vegetable and starches will be included. Development of culinary skills through lab applications and field trip excursions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HOSP 160

**FN 110 FOOD PREPARATION ESSENTIALS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** FN 171 or FN 210 or current ServSafe Certification and Eligibility for ENG 1A or ENG 1AH

Hands-on experience in food preparation techniques as well as an investigation of scientific principles involved. Emphasis is placed on ingredient selection and interaction, technique, food safety, sanitation, and sensory evaluation. Utilizing experiments to explore food science principles.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: NUTR 120



**FN 120 SUSTAINABLE MEALS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Topics emphasized include the close links among growing vegetables and herbs, preparing healthy and nutritious meals, sustainability in the food service industry, and understanding the environmental ethics, based upon the "Farm-to-Table" model. Growing, planning, organizing, experimenting, preparing and serving sustainable cuisine will be discussed and taught. Laboratory experiences include "hands on" growing and maintaining an organic garden and preparing sustainable foods. Field trips are a required part of the course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 140 WORLD CUISINES****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Prepare, taste, serve and evaluate traditional, regional dishes from around the globe. This course focuses on cuisine and culture from around the world emphasizing regional, ethnic, cultural, religious, historical, and social influences on food patterns and cuisines. Laboratory experience with foods from many cultures will be stressed as well as professional and commercial applications.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 142 CLASSICAL FRENCH CUISINE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Mastery of techniques in menu planning, preparation, presentation, and service of French cuisine. Professional and commercial applications as well as culinary careers will be explored.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 150 INTRODUCTION TO HOSPITALITY MANAGEMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Overview of structure and financial performances of hospitality industry; food and lodging, resorts, tourism enterprises, attractions and related operations. Focuses on orientation to customer service, cultural/economic trends and career opportunities.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HOSP 100

**FN 152 SPECIAL EVENTS AND CATERING MANAGEMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Covers all aspects of the event planning and catering management business including operations, pricing, equipment, staff training, sustainable and green catering practices, menu and proposal design, industry software, and the expansion of the event market. State-of-the-art marketing strategies, such as social networking, web promotion, and on-demand proposal development, are also discussed.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 154 HOSPITALITY - PRODUCTION AND COST CONTROL****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Analyzing and managing: Food, beverage, labor and other costs within a hospitality operation. Emphasis on problem solving, applying cost control techniques to maximize profits while managing expenses. Topics include: establishing standards, cost-volume-profit-analysis, forecasting, purchasing and storage controls, menu costing and pricing, theft prevention and labor control.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HOSP 120

**FN 157 HOSPITALITY LAW****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Shows students and practicing hospitality managers how to effectively manage their legal environment. By learning to think proactively, students consider how their actions will be viewed in a legal context, thereby precluding many legal difficulties. Familiarizes readers with hospitality legalities, provides relevant exercises, and applies lessons learned to real-world hospitality management situations.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HOSP 150

**FN 160 NUTRITION, WEIGHT MANAGEMENT, AND EATING DISORDERS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Sound principles of weight management and nutritional concerns of eating disorders. Investigates and evaluates weight-control methods, food fads, fallacies, basic nutritional needs, and recommended lifestyle changes.

Current approaches to nutritional care and treatment of eating disorders will be covered. Emphasizes application of nutrition principles for eating disorder counselors and nutrition professionals in the counseling setting.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 161 CLINICAL NUTRITION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** FN 50

A comprehensive study of the nutrition therapy principles that influence and contribute to development of chronic diseases. Diets will be formulated for appropriate clinical conditions and disease states, such as diabetes, heart disease, cancer and obesity. Scientific concepts of therapeutic nutrition related to the function of nutrients in disease processes and current health issues with emphasis on the needs of the individual for wellness.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 164 SPORTS NUTRITION****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Overview of basic nutrition concepts for individuals interested in sports, fitness, and health. Emphasis on current nutrition practices related to athletic performance. Covers energy and nutrient needs, hydration and hyponatremia, specific activity recommendations, supplementation guidelines, NCAA guidelines, collegiate athletics, body composition, and application.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 165 CAREERS IN NUTRITION AND DIETETICS****1.0 Unit 1.00 hour Lecture***Transfers: CSU*

Explore the field of nutrition and dietetics including employment opportunities, internship options, networking tactics, resume building, and trends in the field that may impact future careers. Guest speakers and field trips to nutrition service sites in health care and community agencies are included. Student will identify specific career opportunities of interest in the field of nutrition and dietetics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 169 LIFECYCLE NUTRITION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** FN 50

An in-depth analysis of the relationship of nutrition to growth and development from prenatal stages through senescence. Covers the function of nutrients in basic life processes and health issues related to insufficient or excessive amounts of nutrients. Dietary guidelines and methods of analysis of a healthy diet throughout the lifespan will be taught, with a focus on social, cultural, economic and environmental conditions that influence nutrition.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 171 SANITATION AND SAFETY****2.0 Units 2.00 hours Lecture***Transfers: CSU*

Environmental control and its application to food preparation, personal cleanliness, sanitation in the commercial kitchen and dining room, and the use and care of equipment within food service operations. Emphasis on prevention of food borne illnesses, through flow of food and HACCP management, as well as safety and accident prevention on the job and optimum equipment selection, use, and maintenance.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HOSP 110

**FN 173 CATERING AND BANQUETS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

**Recommended Preparation:** FN 101 and 244  
Catering skills, business management, service, menu planning, equipment selection, logistics, and advanced presentation techniques of catering and banquet production will be included. On-site, off-premise, and special event planning from the perspective of hospitality, profitability, and customer service are emphasized. This course requires students to make themselves available for two catered events within the current semester that may not be scheduled during regular class hours.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 176 FOOD AND BEVERAGE OPERATIONS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Techniques and procedures of management are explored and developed as they relate to commercial and institutional food and beverage facilities. Topics include: functions of management, marketing, menu development, effective cost controls in purchasing, labor and service techniques.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HOSP 130

**FN 205 NUTRITION FOR CULINARY PROFESSIONALS****3.0 Units 3.00 hours Lecture**

Overview of nutrition including major nutrients, life cycle needs, energy balance, role of food and nutrition in culinary arts, and consumer expectations and industry response.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



## **FN 206 SUSTAINABLE NUTRITION AND FOOD SYSTEMS**

### **3.0 Units 3.00 hours Lecture**

A comprehensive study of the effects of food production and consumption on sustainability and our environment. Achieving a healthy and sustainable food future is an urgent matter that depends on global collaborative efforts. Sustainable diets are protective and respectful of biodiversity and ecosystems, culturally acceptable, accessible, economically fair and affordable; nutritionally adequate, safe and healthy; while optimizing natural and human resources. Learn how to plan and develop sustainable diets: food patterns with low environmental impact that contribute to food and nutrition security and to healthy life for present and future generations.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **FN 210 SERVSAFE IN FOOD PRODUCTION**

### **1.0 Unit 1.00 hour Lecture**

Basic information on food safety risks, standards and practices in restaurant operations. Students may take the national ServSafe exam upon the completion of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **FN 210NC SERVSAFE IN FOOD PRODUCTION NC**

### **0.0 Unit 1.00 hour Lecture**

Basic information on food safety risks, standards, and practices in restaurant operations. Students may take the national ServSafe exam upon the completion of this course. This non-credit version is intended for students who have already taken the credit version and need to renew or for students taking courses for the Basic Culinary Skills Certificate of Completion.

Grading Method: NC - Noncredit  
R-E-99

## **FN 220 FRENCH BISTRO CUISINE**

### **2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Exploration and preparation of the foods of provincial France. Students will gain practical experience in the planning and preparation of representative Provencal French bistro specialties and menus. Emphasis is on developing professional skills and techniques applicable to the commercial food industry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **FN 222 CHINESE CUISINE**

### **2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Investigate the many regional cuisines of China, including Szechwan/Hunan, Peking/Mandarin, Cantonese, and Shanghai/Fukien. Practical experience in preparing authentic Chinese dishes is an integral part of the course. Emphasis is on developing professional skills and techniques applicable to the commercial food industry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **FN 223 ASIAN CUISINE**

### **2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Cuisines of Korea, Philippines, Japan, China, Thailand, India, Vietnam, and Indonesia are studied. Regional, ethnic, religious, and geographic influences on food patterns and customs will be examined. Emphasis is on developing professional skills and techniques applicable to the commercial food industry. Optional field trips take place in this class.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **FN 226 MEXICAN CUISINE**

### **2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Focus on the art of preparing and presenting the many regional cuisines of Mexico. Practical experience in preparing authentic Mexican dishes is an integral part of the course. Emphasis is on developing professional skills and techniques applicable to the commercial food industry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **FN 227 MEDITERRANEAN CUISINE**

### **2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

The cuisines and cultures of the Mediterranean countries, including Spain, France, Italy, Morocco, Egypt, Greece, and Turkey. Prepare, taste, serve and evaluate traditional regional dishes of the Mediterranean. Laboratory experiences will emphasize flavor profile and preparation techniques that represent each Mediterranean region. The course cultivates an understanding and appreciation of diverse world cultures and their approach to food. Included will be appetizers, soups, salads, main dishes, meats, sauces, dressings, and desserts appropriate to each region. Emphasis is on developing professional skills and techniques applicable to the commercial food industry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 228 ITALIAN CUISINE****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Theory and study of Italian cuisine. Regional and cultural differences are explored as to how they are represented in traditional specialties. Students will gain practical experience in the techniques, preparation, and presentation of Italian cuisine. Emphasis is on developing professional skills and techniques applicable to the commercial food industry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 230 VEGETARIAN CUISINE****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Focus on the art of preparing and presenting plant based foods. Practical experience in preparing a variety of plant based dishes. Includes an exploration of nutritional information including health benefits and recommendations for healthy food planning, and use of specialized ingredients. Emphasis is on developing professional skills and techniques applicable to the commercial food industry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 232 TECHNIQUES OF HEALTHY COOKING****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Focus on the art of preparing and presenting healthy cuisine to support life-long eating patterns that promote good health. Practical experience in planning and preparing healthy dishes using innovative methods--a variety of cultural and ethnic dishes included.

Emphasizes exploration of nutrition information, modification of less healthy recipes, substituting ingredients to include more healthful item-including health benefits and recommendations for healthy food choices, planning, and use of specialized ingredients.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 235 EUROPEAN REGIONAL FOODS TOUR****2.0 Units 1.00 hour Lecture 3.00 hours Lab**

A culinary lecture and lab tour of European regional cuisine. Hands on cooking experience, demonstration and tours of regional artisan factories that produce regional goods. Students will gain practical hands-on experience in the techniques, preparation and presentation of the region. Thematic emphasis and course content will vary depending on location. This class is off-campus and will require travel abroad, on specific dates.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 236 AMERICAN REGIONAL CUISINE****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Culinary history and survey of major influences and origins of American foods. Regions covered include the Northeast, Southern, Middle America, Pacific Northwest, Southwest, and California. A unique cuisine has been created from the contributions of Native Americans and many immigrant groups. This diverse culinary heritage will be investigated through hands-on preparation of traditional regional foods. Emphasis is on developing professional skills and techniques applicable to the commercial food industry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 241 CULINARY PRINCIPLES II****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification**Recommended Preparation:** FN 101

Advanced principles and techniques of culinary arts will be covered. Practical experience in techniques, preparation, presentation and service of poultry, meats, fish and shellfish, charcuterie will be explored. Purchasing, storage and quality control of products will be taught.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 244 BAKING FUNDAMENTALS I****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Fundamental principles of baking including ingredients, quick breads, yeast dough (both lean and enriched), cookies, cupcakes, pastry fillings, tarts, pies and pie fillings. Career outlets and nutritional considerations also covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**FN 245 BAKING FUNDAMENTALS II****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification**Recommended Preparation:** FN 244

Advanced baking skills and methods. Topics include pastries, cakes, crèmes, custards, specialty desserts, and chocolate tempering, while emphasizing presentation techniques.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 246 INTRODUCTION TO CULINARY ARTS****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** FN 171 or FN 210 or current ServSafe Certification

Basic principles of culinary arts with focus on terminology, knife skills and professional techniques. Practical experience in techniques, preparation, presentation and service of cold sauces, salads, sandwiches and breakfast items including cheese selection will be explored. Purchasing, storage and quality control of pantry products are included. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 261 INTERNSHIP****1.0 Unit 1.00 hour Lecture**

Students will be taught the skill set necessary to secure an internship or job placement, learn desirable professional skills, resume writing, interview techniques and time management skills. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FR-French****FR 1 ELEMENTARY FRENCH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College level reading ability

Designed to develop the fundamentals of communicative competence in colloquial French. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years of high school French. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FR 2 ELEMENTARY FRENCH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** FR 1 or two years of high school French  
Designed to further the fundamentals of communicative competence in daily spoken French. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FN 281 FLAVOR DYNAMICS****3.0 Units 3.00 hours Lecture**

Taste is the number one driving factor in the decision to purchase food. Flavor Dynamics uncovers the secrets of successful flavor combinations. Students will learn to understand their own sense of taste while increasing olfactory awareness. Topics include the five basic tastes - Salty, Sweet, Bitter, Sour and Umami - and how to use herbs, spices, oils, vinegar's and aromatic ingredients to create multi dimensional flavors. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FR 3 INTERMEDIATE FRENCH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** FR 2 or three years of high school French  
Reviews the fundamentals with further study of the French language and culture. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FR 4 INTERMEDIATE FRENCH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** FR 3 or four years of high school French  
Concentrates on the development of fluency in the skills needed to communicate in French. Further study of cultural topics. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**FR 21 INTRODUCTION TO FRENCH CULTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Recommended Preparation:** College-level reading ability  
Traces the development of French culture from Roman period to modern times. Conducted in English. No prior study of French language or culture required. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GC-Graphic Communication**

**GC 63 INTRODUCTION TO SCREEN PRINTING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Principles, basic methods and techniques of preparing handcut and photographic stencils, printing techniques, simple color separation, and equipment and material handling. Care, use, and safety precautions in operating and cleaning the silkscreen unit. Also listed as ART 63. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GC 101 INTRODUCTION TO GRAPHIC COMMUNICATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Designed to introduce the graphics major as well as the non-major to the broad field of graphic communications. Includes experience in design, press operations, and bindery, as well as hands-on-experience in each of the major printing processes, including offset lithography, letterpress, and screen printing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GC 106 ADVANCED SCREEN PRINTING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** GC 63 or ART 63**Recommended Preparation:** GD 140, 147, 149, 154

Advanced theory, methods and techniques of the screen printing process including both spot and process color separations, multiple color registration, screen construction and prep, alternative media and specialized ink systems. Emphasis placed on improving a student's basic printing technique to an advanced skill level.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GC 195 GRAPHICS STUDIO****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** GC/ART 63 and GC 101

Hands-on experience for the advanced student who requires production experience or additional training in one or more of the following areas: design, letterpress, screenprinting, digital layout, press operation and bindery.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GC 208 SURFACE DESIGN I****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** GD 149

Covers the creative and technical aspects of surface design as it relates to creating repeat patterns and designs for products including textiles, home furnishings, wall coverings, floor coverings, decorative papers, greeting cards, and other surfaces. The course covers the process from initial research, design awareness, theme development and realization, to the various ways of printing and applying those designs to a variety of surfaces and materials. Creative, technical, and practical processes and procedures will be covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GC 215 INTRODUCTION TO VEHICLE WRAP DESIGN AND APPLICATION****1.0 Unit 0.50 hour Lecture 2.00 hours Lab**

The fundamental principles of designing, printing, and applying large format vinyl film for vehicle wrapping. Includes design fundamentals, materials and equipment, printing procedures, and essential skills required to apply vehicle wraps.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GC 218 SURFACE DESIGN II****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** GC 208

Covers the technical aspects of surface design as it relates to printing repeat patterns and designs on a variety of substrates and surfaces for products including textiles, home furnishings, wall coverings, floor coverings, decorative papers, greeting cards, and other surfaces. Students will produce printed work using a variety of printing technologies, including screen printing, dye sublimation, vinyl printing, and direct to fabric printing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD-Graphic Design**

**GD 1 HISTORY OF ANIMATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Critical and historical survey of animation as a form of communication and cultural expression, from prehistoric origins to present digital formats. Animation studied in relation to the culture and society in which they were created including U.S., Europe, and Japan. Students analyze and evaluate a large cross-section of animated works.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 2 HISTORY OF GRAPHIC DESIGN****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A critical and historical survey of the development of graphic design, from the beginning of writing to contemporary design and designers. The influence of political, social, technological, commercial, and popular culture will be discussed and analyzed, with an emphasis on the impact and interpretation of images, symbols, and typography used in informative and persuasive media in relation to the culture in which they were created. Students will analyze and evaluate a large cross section of graphic design and designers.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 140 BEGINNING GRAPHIC DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Fundamentals of design concepts that explore organization of visual elements for graphic communication. Studio work will include traditional and computer-generated assignments in layout and typography. Designed to convey current concepts in the graphic design field. Also listed as ART 140. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 141 GRAPHIC RENDERING TECHNIQUES****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Exploration of two-dimensional media for producing graphics and illustrations. Projects encourage development of illustration skills for a variety of design applications. Recognition and choice of techniques for translating concepts into accurate and compelling renderings. Also listed as ART 141. Credit given in either area, not both. Field trips may be required as part of class requirements.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 142 PACKAGE DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Traditional and computer-generated design and construction of three-dimensional packaging, including labels, overwraps, printed cartons, and point-of-purchase displays. Also listed as ART 142. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 144 TYPOGRAPHY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Basic principles of typography explored. Students learn the practical, formal, and communicative aspects of typography as applied to graphic design through problem solving and technical training. Emphasis on developing the creativity and analytical skills required for effective type design.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 145 GRAPHIC ILLUSTRATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Develop illustrations for advertising, informational, graphic, and editorial use. Design and apply illustrations with consideration for reproduction requirements. Illustrations will be done in line art, black and white, and limited and full color in select mediums. Also listed as ART 145. Credit given in either area, not both. Field trips may be required as part of class requirements.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 147 INTRODUCTION TO COMPUTER GRAPHICS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Computer graphics course which covers many aspects of digital art and design. The student will use Adobe Creative Suite to create art and graphics with software such as Photoshop, Illustrator, and InDesign.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 149 DIGITAL ILLUSTRATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Exploration of computer-based vector illustration on the computer. Students will learn and use Adobe Illustrator software to produce finished art.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GD 150 DIGITAL ANIMATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** GD/ART 141, GD 147, 149  
Essentials of 2D digital animation production. Modern 2D animation software creates stylish and cost effective presentations that animators, illustrators, and graphic designers use to create dynamic graphic content for animated shorts and TV shows, marketing, and web animation. Includes production process from concept development to final animation.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GD 151 DIGITAL LAYOUT AND DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

A foundation course covering layout design for print and web publishing. Course covers typography, layout theory, pre-press production methods and project management. Emphasizes practical development techniques to produce digital visual images efficiently. Software instruction uses industry standard design software.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GD 154 DIGITAL PRE-PRESS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** GD 147 and 151  
Digital pre-press production techniques using Macintosh computers to prepare graphic design files for professional printing. Focus on the essential pre-press production skills all graphic designers need to know such as file prep and conversion, trapping, color management, imposition, and color separation. Basic knowledge of graphic design software recommended. Field trips are required.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GD 160 PROFESSIONAL PRACTICES FOR GRAPHIC DESIGNERS****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** GD 140 or ART 140  
Professional requirements and procedures to launch and maintain successful graphic design practice. Course focuses on the essentials of working as a freelance designer including portfolio development, presentation techniques, client relationships, marketing, implementing an accounting system, and establishing a legal entity.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GD 199 DIGITAL ILLUSTRATION II****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** GD 149**Recommended Preparation:** GD 200

Students will explore more advanced illustration techniques with a greater emphasis on multiple design components and more sophisticated visual concepts. Techniques and processes include digital drawing and painting projects that incorporate the use of vector and raster software programs. Professional applications of digital-based illustration will also be investigated.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GD 200 PHOTOSHOP SKILLS FOR GRAPHIC DESIGNERS****3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Essentials of Adobe Photoshop as a design and production tool for graphic designers. Focuses on professional studio techniques to master this essential design tool for the creation of sophisticated graphics. Emphasizes efficient workflow, technical proficiency and aesthetic judgment. Students produce portfolio-ready projects using a broad range of imaging skills.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GD 210 MOTION GRAPHICS****3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Essential principles and tools of creating motion graphics. Motion graphics is the dynamic new language of graphic design, combining moving images and typography, special effects, and sound. This course focuses on the fundamentals of Adobe After Effects, and producing impressive and effective motion graphics for advertising and informational uses. Planning, production, and the aesthetic issues of 2-D animation are covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GD 240 INTERMEDIATE GRAPHIC DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** GD 140 or ART 140

Further study of design concepts used in graphic design as well as portfolio preparation. Studio work will include conceptualization techniques and layout and production of designed formats. Also listed as ART 240. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*



**GD 249 BIOMEDICAL ILLUSTRATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Recommended Preparation:** GD 149 and 200

Explore and create conceptualized illustrations and diagrammatic illustrations created to foster communication between scientist and author, teacher and student, or physician and patient. Create work that transforms complex information and data into images that explain, inform, and record scientific research and discoveries. Emphasizes the use of vector and raster illustration tools in the creation of instructive biomedical media.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**GEOG-Geography****GEOG 1 PHYSICAL GEOGRAPHY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Focuses on the basic physical elements of geography: Earth-sun relationships, weather, climate, landforms, soils, water and natural vegetation, and their integrated patterns of world distribution. Credit may be earned for GEOG 1 or 1H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: GEOG 110

**GEOG 1H HONORS PHYSICAL GEOGRAPHY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Focuses on the basic physical elements of geography: Earth-sun relationships, weather, climate, landforms, soils, water and natural vegetation, and their integrated patterns of world distribution. The honors course is enriched by a smaller class size, allowing mentored individual research, the level of sources used in research, and presentation of research in a public poster session. Credit may be earned for 1 or 1H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

C-ID: GEOG 110

**GEOG 1L PHYSICAL GEOGRAPHY LABORATORY****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** Taken concurrently with GEOG 1 or after completing GEOG 1

An earth environment laboratory that explains in greater depth the ideas and relationships of physical geography. Stresses the scientific method in interpreting Earth-sun relations; time; earth representation through globes and maps; weather (temperature, moisture, pressure and winds); climate; natural vegetation; soils and landform evolution by tectonic forces, erosion and deposition. C-ID:GEOG 111

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: GEOG 111

**GEOG 2 CULTURAL GEOGRAPHY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to social and political elements of geography and a survey of major cultural patterns. Credit may be earned for 2 or 2H, but not both. Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: GEOG 120

**GEOG 2H HONORS CULTURAL GEOGRAPHY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to social and political elements of geography and a survey of major cultural patterns. The Honors course is enriched by a smaller class size, allowing mentored individual research, the level of sources used in research, and presentation of research in a public poster session. Credit may be earned for either 2 or 2H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

C-ID: GEOG 120

**GEOG 3 WORLD REGIONAL GEOGRAPHY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to the world's geographical regions and major countries with an emphasis on human cultural patterns and their evolution in diverse physical environments.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: GEOG 125

**GEOG 38 CALIFORNIA GEOGRAPHY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

The natural and cultural environment of California with special emphasis on the effects of the climate, topography, resources and location upon the social, political and economic development of the state.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: GEOG 140



**GEOG 109 FIELD STUDIES OF COASTAL REGIONS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU***Recommended Preparation:** Students must be able to walk 1.0 to 6.0 miles each day on daily hikes over varied terrain.

Studies the physical and cultural geography of coastal areas. Thematic emphasis and course content will vary depending on location. Course includes up to 6 miles of hiking per day.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

C-ID: GEOG 160

**GEOG 110 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

Study of Geographic Information Systems (GIS) science and its applications to spatial data management. Identification and acquisition of GIS data. Assessment of vector and raster systems, scale, resolution, map projection, coordinate systems, georeferencing and Global Positioning Systems (GPS). Spatial analysis and modeling with GIS. Also listed as GIS 110. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

C-ID: GEOG 155

**GEOG 211 INTERMEDIATE GEOGRAPHIC INFORMATION SYSTEMS (GIS)****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Prerequisite:** GEOG 110

Intermediate GIS course prepares students for advanced geographic analysis. Students will integrate geographic and spatial concepts into acquisition and creation of Geographic Information Systems (GIS), Global Positioning System (GPS) and varied data types, cartography, programming, and raster data. Laboratory exercises will allow students of various disciplines to explore the use of GIS in their fields. Also applicable to those already in the GIS field seeking additional skills. Also listed as GIS 211. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***GEOL-Geology****GEOL 1 INTRODUCTION TO PHYSICAL GEOLOGY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Integrated study of the principles of geology and the use of geologic clues to determine earth history. Emphasis will be placed on the composition of earth's crust and interior, plate tectonics, volcanism, earthquakes, mountain building, surface processes and natural resources such as minerals, fossil fuels, and water. Includes laboratory exercises in identifying common minerals and rocks, reading and interpreting aerial photos, topographic, and geologic maps. Field trips will supplement laboratory work.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

C-ID: GEOL 101

**GEOL 2 HISTORICAL GEOLOGY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** GEOL 1 or 20

A study of the geological and biological evolution of the Earth. Includes an introduction to geologic time; relative and absolute dating methods; stratigraphic principles; the origin of the universe, solar system, atmosphere, oceans and life; plate tectonics; and the evolution of Earth's surface and development of organisms through geologic time. Required lab allows application of lecture content. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**GEOL 3 GEOLOGY OF CALIFORNIA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This course is designed to familiarize students with the varied geological, topographical and geographical aspects of California. This will include a general study of the diverse geologic provinces of California, including major rock types and occurrences, the major earthquake faults and their frequency of activity, volcanoes and volcanic activity, and the geologic history and evolution of the state. Mineral and petroleum resources of the state will be discussed. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 4 NATURAL DISASTERS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Examines how human evolution, society, culture, and even where we choose to work and live, are dictated by natural hazards. The entire time scale from formation of the universe to the present earth system will be considered. The physical processes causing earthquakes, volcanic eruptions, tsunamis, floods, windstorms, and asteroid impacts will be described, along with the role played by these random, rapid processes in the geological and biological evolution of the planet.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 7 WEATHER AND CLIMATE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A survey course in meteorology, introducing students to Earth's atmosphere, weather processes, global climate patterns, and drivers of climate change in the past and the present. Includes tools and techniques used by meteorologists to observe, interpret, and predict weather. Includes tools and techniques used by paleoclimatologists to determine climate conditions in the Earth's past. Analysis of how human activities affect weather and climate processes and the patterns of global climate impacts.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 20 INTRODUCTION TO EARTH SCIENCE****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

An introduction to the Earth sciences, including geology, oceanography, meteorology, and astronomy. Study of the universe, solar system, solid earth (rocks, minerals, plate tectonics, mountain-building, and earthquakes), oceans, coastlines, the atmosphere, and life, past and present. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 21 THE SOLAR SYSTEM****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of the origin and evolution of our solar system, from the beginning to the present, as deduced from sampling, remote sensing, exploration, imagery, and theory. We will discuss and compare composition; tectonics; volcanism; surface processes; and atmospheric and thermal evolution of earth, the moon, terrestrial, and Jovian planets and their satellites. Additional topics will include meteorite and comet impacts and the possible existence of life elsewhere in the solar system. Field trips may be required to fulfill the objectives of this course. Also listed as ASTR 21. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 23 ENVIRONMENTAL GEOLOGY****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Environmental Geology is the study of the nature and dynamics of the interactions between Earth materials, its deep and near-surface processes, its hydrosphere, biosphere and atmosphere as well as how humans interact with it. Topics include climate and climate change, natural hazards (earthquakes, volcanoes, landslides and floods), resource management (mining, surface and groundwater), energy resources (fossil fuels and alternatives), pollution (water quality and air pollution), monitoring, and human influence. Field trips may be required. Also listed as ENV 23. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 170 GEOLOGY OF THE NATIONAL PARKS****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

A grand geologic tour of some of the most scenic areas in the western states. Itineraries vary, but major parks like Zion, Bryce, Arches, Yellowstone, the Grand Tetons and the Grand Canyon are examples of locales visited. Thematic emphasis will vary depending on parks visited. Students in geology and earth sciences are encouraged to enroll.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 172 GEOLOGY OF THE MOJAVE DESERT****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU*

Studies the origin, evolution, and geology of the Mojave Desert and adjacent areas. Students in geology and earth sciences are encouraged to enroll.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 173 GEOLOGY OF DEATH VALLEY****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU*

Studies the origin, evolution, and geology of Death Valley National Park and adjacent areas. Thematic emphasis and course content will vary.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 174 GEOLOGY OF THE EASTERN SIERRA NEVADA****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU*

Studies the origin, evolution, and geology of Eastern Sierra region and adjacent areas. Thematic emphasis and course content will vary.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 182 GEOLOGY MORRO BAY & THE CENTRAL COAST****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU*

Studies the origin, evolution, and geology of the Coast Range, Morro Bay, and adjacent areas. Thematic emphasis and content will vary.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 185 GEOLOGY OF YOSEMITE NATIONAL PARK****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU*

Application of geologic principles to study the rocks, tectonic settings, and active geologic processes of Yosemite National Park and the surrounding Sierra Nevada mountains. Trip will involve group camping and hiking. Previous geology course recommended but not required. Course may require ability to work and study under rigorous conditions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 186 GEOLOGY OF THE SOUTHERN COLORADO PLATEAU****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

Application of geologic principles to study rock sequences, tectonic settings, and active geologic processes of the southern Colorado Plateau and the Sonoran Desert. Thematic emphasis will vary depending on parks visited. Trip will involve group camping and hiking. Previous geology course recommended but not required. Course may require ability to work and study under rigorous conditions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GEOL 191 GEOLOGY OF THE NORTHERN COLORADO PLATEAU****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

Application of geologic principles to study rock sequences, tectonic settings, and active geologic processes of the northern Colorado Plateau, the basin and range, and the southern Rocky Mountains. Thematic emphasis will vary depending on parks visited. Trip will involve group camping and hiking. Previous geology course recommended but not required. Course may require ability to work and study under rigorous conditions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GER-German****GER 1 ELEMENTARY GERMAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Recommended Preparation:** College level reading ability

Designed to develop the fundamentals of communicative competence in colloquial German. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced as well as fundamental aspects of culture. Equivalent to two years high school German.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GER 2 ELEMENTARY GERMAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** GER 1 or two years of high school German  
Designed to further the fundamentals of communicative competence in daily spoken German. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GER 3 INTERMEDIATE GERMAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** GER 2 or three years of high school German

Reviews the fundamentals with further study of the German language and culture.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**GER 4 INTERMEDIATE GERMAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** GER 3 or four years of high school German

Concentrates on the development of fluency in the skills needed to communicate in German. Further study of cultural topics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**GER 21 INTRODUCTION TO GERMAN CULTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduces students of German to various aspects of German culture and civilization. Areas of study include history, music, literature, philosophy, political ideas, customs, and Germany's influence on and contribution to the civilization of America and the world. The course does not require previous study of the German language or culture.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**GIS-Geographic Information Systems****GIS 110 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS)****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

Study of Geographic Information Systems (GIS) science and its applications to spatial data management. Identification and acquisition of GIS data. Assessment of vector and raster systems, scale, resolution, map projection, coordinate systems, georeferencing and Global Positioning Systems (GPS). Spatial analysis and modeling with GIS. Also listed as GEOG 110. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: GEOG 155

**GIS 211 INTERMEDIATE GEOGRAPHIC INFORMATION SYSTEMS (GIS)****2.0 Units 1.00 hour Lecture 3.00 hours Lab****Prerequisite:** GEOG 110

Intermediate GIS course prepares students for advanced geographic analysis. Students will integrate geographic and spatial concepts into acquisition and creation of Geographic Information Systems (GIS), Global Positioning system (GPS) and varied data types, cartography, programming, and raster data. Laboratory exercises will allow students of various disciplines to explore the use of GIS in their fields. Also applicable to those already in the GIS field seeking additional skills. Also listed as GEOG 211. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**GLST-Global Studies****GLST 1 INTRODUCTION TO GLOBAL STUDIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** ENG 1A or ENG 1AH  
Introduction to the interdisciplinary field of Global Studies, including the history of globalization, and economic, political, social, cultural and ecological developments related to the process of globalization.Grading Method: GN - Letter Grade only  
NR

C-ID: GLST 101

**GLST 2 GLOBAL ISSUES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** ENG 1A OR ENG 1AH  
Introduction to the origins, current status, and future trends of major transnational issues confronting the global community. Topics can include population trends, economic development and inequality, basic human needs (for food, water, health care), human rights, international conflict and security concerns, and environmental problems. The course also focuses on global governance, including the study of collective global responsibilities.Grading Method: GN - Letter Grade only  
NR

C-ID: GLST 102

**GSS-Gender and Sexuality Studies**

**GSS 10 INTRODUCTION TO WOMEN'S STUDIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An exploration of the core concepts of women's and gender studies focusing on the ways in which the categories of gender as a social construct impact social institutions, cultural practices and the lives of women and men. The course focuses on the ways in which differences of race, ethnicity, class, sexuality and age define gendered experiences and identities. Students may receive credit for GSS 10 or GSS 10H, but not both (formerly WS 10).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GSS 10H HONORS INTRO TO WOMEN'S STUDIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An exploration of the core concepts of women's and gender studies focusing on the ways in which gender as a social construct impacts social institutions, cultural practices and the lives of women and men. Emphasis is on how differences of race, ethnicity, class, sexuality and age define gendered experiences and identities. The Honors course is enhanced by a seminar format, more challenging reading assignments, more extensive writing assignments, and a smaller class size. Course may be taken for a letter grade only. Credit may be earned for GSS 10 or 10H, but not both (formerly WS 10H).

Grading Method: GN - Letter Grade only  
NR

**GSS 11H HONORS INTRODUCTION TO FEMINIST THEORY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A challenge to the popular conception that feminism equals male bashing. Explores various definitions of feminism, the different ways women and men have conceptualized what it means to be a feminist, and how the concept of gender is used to critique society. Focus is on the contributions of feminist thought to understanding relations of power and privilege; analyses of the origins and operation of gender inequality; the intersection of gender with other categories of power and hierarchy such as race, ethnicity, and class; and feminist contributions to social protests and movements for change (formerly WS 11H).

Grading Method: GN - Letter Grade only  
NR

**GSS 15 INTRODUCTION TO QUEER STUDIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to the ways that gender and sexuality, combined with race, class, ethnicity, nationality, and other differences, shape and are shaped by social, economic, political, and cultural forces and institutions. Designed to provide students with the opportunity to understand the dynamics of gender, sexuality, race, class, and other markers of identity; social and political movements for change; and individual and social transformations within a global context (formerly WS 15).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GSS 31 GENDER AND POPULAR CULTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Examines how forms of popular culture such as advertising, film, television, social media and music construct gender and how those constructions become cultural norms. Explores how popular culture defines and shapes ideas of women, men, race, class and sexuality (formerly WS 31).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GSS 60 GENDER, RACE, SEXUALITY AND THE LAW****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Investigates how law, public policies, and politics have defined which groups of people are able to claim rights of citizenship and influence the democratic process. Highlights the experiences of women, people of color, and LGBTQ+ people, focusing on how they have mobilized to assert their rights and protect their interests. Consider how law and public policies work together to construct racial, gendered, and sexual identities in the United States. Topics include the fight for marriage equality; affirmative action; reproductive rights; and discrimination based on gender, race, and sexual orientation. Also listed as PS 60. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**GSS 120 WOMEN AND CAREERS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Complete process of self-evaluation, decision-making, and goal setting. Offers the opportunity to reassess career aspirations, to explore the current job market, and to become acquainted with successful job-hunting and career-planning techniques (formerly WS 120).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**HEBR-Hebrew**

**HEBR 1 ELEMENTARY HEBREW****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College level reading ability

Designed to develop the fundamentals of communicative competence in colloquial Hebrew. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Hebrew. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**HEBR 2 ELEMENTARY HEBREW****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** HEBR 1 or two years of high school Hebrew

Designed to further the fundamentals of communicative competence in daily spoken Hebrew. Although the focus remains on listening, comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**HIST-History****HIST 4 WORLD HISTORY TO 1500****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A survey of major themes and events in world history from the earliest civilizations to 1500. Emphasis will be placed on the rise of ancient Egypt, Greece, and Rome; the early Indian, Chinese, Latin American, and African empires, and European expansionism and global encounters.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HIST 150

**HIST 5 WORLD HISTORY SINCE 1500****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Survey of major themes and events in world history from 1500 to the present. Emphasis will be placed on European expansionism, the Atlantic slave trade and slavery in the Americas, late 18th and early 19th century political revolutions, the Industrial Revolution, imperialism and colonialism, 20th Century nationalist movements and revolutions, and 21st century challenges.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HIST 160

**HIST 10 RACE, ETHNICITY, AND RESISTANCE IN U.S. HISTORY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This course is a relational history of the experiences of core racialized groups in the United States: African Americans, Native Americans, Asian Americans, and Chicanx/Latinx. It provides a general understanding of U.S. history with a focus on the history of racialized communities. Topics include race and racism, racialization, resistance and liberation movements, immigration, discrimination, community building, cultural conflict and solidarity, and cultural expressions. Also listed as ES 10. Credit given in either area, not both. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**HIST 11 PERSPECTIVES OF PEACE STUDIES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A comprehensive study of nonviolent philosophies and movements from the ancient world to the present, with particular emphasis on Mohandas Gandhi, Martin Luther King, Jr., and the movements they led.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**HIST 12 REVOLUTIONS AND REVOLTS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Examine from a comparative perspective the origins, phases and results of selected revolutions throughout modern world history. Analyze how issues of gender, race, and class shaped these revolutions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**HIST 15 THE VIETNAM WAR****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of the Vietnam War, including an examination of how the United States became involved, how this war was waged, and reactions to the policy in the United States and within the international community. An analysis of the legacies of the Vietnam conflict will be covered as America confronts world problems today. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**HIST 16 HISTORY OF THE UNITED STATES TO 1876****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

History of the United States from its colonial origins through the period of the Reconstruction, focusing on cultural, economic, political, and social developments as influenced by geographical and cultural expansions and sectional conflicts.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HIST 130



## **HIST 17 HISTORY OF THE UNITED STATES SINCE 1876**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A history of the United States from the Reconstruction period to the present, focusing on topics such as the Industrial Revolution, reform movements from the Progressives to the New Deal, the emergence of the U.S. as a world power, the Cold War, collective security in foreign affairs, and other foreign and domestic issues from 1990 to the present.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HIST 140

## **HIST 19 UNITED STATES SINCE 1945**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Survey of the United States and its world relationships following the close of World War II. Special emphasis will be given to the Cold War, American social ferment, the development of the Civil Rights Movement, and American foreign policy through the Persian Gulf War.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 20 ETHNIC CULTURES OF THE UNITED STATES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An overview of major theories and issues concerning the historical and contemporary experience of selected racial and ethnic groups in the United States. Topics include the origins and development of racial ideologies; the nature, causes, and consequences of racism, stereotypes, prejudice, and discrimination; and affirmative action and immigration. Also listed as SOC 20. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SOCI 150

## **HIST 21 WOMEN IN UNITED STATES HISTORY - A MULTICULTURAL PERSPECTIVE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of U.S. women's history from the 18th century to the present. Focus will be placed on uncovering the similarities and differences in the historical experiences of women based on their class, racial, and ethnic identity. Concentration is on the changing roles of women in the family, community, labor force, and political system, and exploration of the evolution of gender roles and identities.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 22 SURVEY OF UNITED STATES HISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Survey of cultural, economic, political, and social aspects of the history of the United States from the colonial period to the present.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 27 LATIN AMERICA - PRE-EUROPEAN TO INDEPENDENT NATIONHOOD**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of the heritage of Latin America from a cradle of civilization in the pre-European era to the beginning of nationhood. The emphasis will be on the political, economic, cultural, and social history of this period. The student will be introduced to pre-European America, the Iberian background, European conquest and dominance, the movements to end European dominance, and the creation of Latin America.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 28 LATIN AMERICA - 1800 TO THE PRESENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of the political, economic, cultural, and social history of Latin America. Review the development of Latin American nations since independence from European conquest and occupation. Examines the relationship of Latin American nations with the rest of the world, with special emphasis on relations with nations of the Western Hemisphere.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 30 HISTORY OF MEXICO**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An exploration of the major historical processes and events in Mexican history from the pre-colonial era to the present. Emphasis will be placed on the economic, political, social, and cultural currents that have shaped the lives of the people of Mexico.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 32 CALIFORNIA HISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Survey of California history from the Pre-European era to the present, focusing on the economic, political and social factors that influenced the historical development of the state. Topics include early indigenous societies, the founding of the missions, the Mexican-American war, the Gold Rush, the Great Depression and World War II, and the Chicano Rights Movement.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



### **HIST 33 CHICANX - LATINX UNITED STATES HISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

This course analyzes the historical and contemporary experiences of Chicanx/Latinx people in the United States. Emphasis is placed on how Chicanx/Latinx lived experiences have been shaped by U.S. colonialism and imperialism, and the ways that Chicanx/Latinx people have carved a sense of belonging in U.S. society, from the colonial era through the present day. Also listed as ES 33. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HIST 62 EUROPEAN HISTORY TO 1650**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Survey of the historical developments of Europe from the Ancient Mediterranean to 1650. Includes an overview of the economic, political, social, cultural, and scientific developments from the emergence of the Greek Empire to the Thirty Years War.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HIST 170

### **HIST 63 EUROPEAN HISTORY SINCE 1650**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Survey of the historical developments of Europe from the Age of Absolutism to the present. Includes an overview of political, social, cultural, and scientific developments from the era of 17th Century nation building to the present.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: HIST 180

### **HIST 70 HISTORY OF ASIA TO 1800**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Survey of major social, religious, political, economic, and cultural traditions of Asia to 1800. Emphasis is placed upon the historical development of China, Japan, and Korea.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HIST 71 HISTORY OF ASIA SINCE 1800**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A continuation of History of Asia to 1800, with an emphasis on issues of modernization, adaptation, and cultural change since 1800.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HIST 72 HISTORY OF CHINA**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of Chinese history from the foundations of Chinese culture to the present, focusing on the rise of rice-based agriculture, religion, philosophy, the dynastic system, contact with the West, industrialization, the establishment of the Communist state, and the transition to a capitalist economy.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HIST 74 HISTORY OF THE MIDDLE EAST TO 1800**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of the cultural, economic, and political history of the Middle East from Ancient Era to 1800 C.E. with an emphasis on the rise, spread, and development of Islam. Explores how Islam developed out of earlier Middle Eastern societies and built upon those continuities, and examines the expansion and development of Islam and its interaction with pre-Islamic Middle Eastern societies and the West until 1800 C.E.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HIST 75 HISTORY OF THE MODERN MIDDLE EAST**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of the history of the Middle East from 1800 to the present, with emphasis on the problems of developing Middle Eastern nations, the Arab-Israeli conflicts, and the political and economic implications of Middle Eastern oil. Includes a brief introduction to Islamic religious institutions, focusing on the importance of these institutions to contemporary global politics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HIST 78 HISTORY OF JAPAN**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Survey of Japanese history from the earliest times to the present. Topics include anime/manga, the rise of the samurai, agriculture, warfare, sports, women's and men's roles in society, art, music and popular culture.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 80 INTRODUCTION TO CONTEMPORARY AFRICA**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

This course challenges stereotypes and misperceptions about Africa and its history. It focuses on the political achievements of African kingdoms and empires, economic innovation and adaptation, resilience in the face of European incursions in the forms of the slave trade and colonial rule, the relationship between Africa and the rest of the world, responses to contemporary challenges, and the ways in which Africans created for themselves vibrant modern cultures, states and societies. Also listed as PS 80. Credit given in either area, not both. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIST 81 AFRICAN AMERICAN UNITED STATES HISTORY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

A survey of the history of peoples of African descent in the United States from colonial times to the present. Emphasis will be placed on struggles over the construction of race and ethnicity, slavery and emancipation, the meanings of freedom and democracy, the Civil Rights and Black Power movements' philosophies and strategies for achieving full citizenship, and the persistence of inequality and social justice in the contemporary period. Also listed as ES 81. Credit given in either area, not both. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIT-Health Information Technology**

### **HIT 100 HEALTH INFORMATION SCIENCE**

**2.0 Units 2.00 hours Lecture**

**Recommended Preparation:** CIM 10 OR CIM 1, ENG 1A or ENG 1AH

Introduction to the health information management profession, including health services organization and delivery methods; sources, collection, maintenance, and analysis of health data; structure and use, requirements and standards for health information; information systems. A brief off-campus site visit is required to meet the objectives of this course. Letter grade only. Grading Method: GN - Letter Grade only  
NR

### **HIT 101 ALTERNATIVE HEALTHCARE DELIVERY SYSTEMS**

**2.0 Units 2.00 hours Lecture**

**Recommended Preparation:** CIM 10 or CIM 1  
Examines the management of health information in the various delivery systems, other than the acute care hospital setting, including home health, hospice, behavioral health, ambulatory settings, long-term care, rehabilitation facilities, managed care, and correctional facilities. Focuses on the structure and content of the records, flow of information, regulations, accreditation requirements and reimbursement. Grading Method: GN - Letter Grade only  
NR

### **HIT 109 ICD DIAGNOSTIC CODING**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Prerequisite:** HSC 107 or BIO 113

**Recommended Preparation:** HSC 108, CIM 10 or CIM 1  
Provides overview of the organization and format of the International Classification of Diseases, Clinical Modification (ICD), and the role of diagnostic coding in the Prospective Payment System. Provides instruction in diagnostic coding of health records by applying ICD guidelines. Students will use specialized software for the completion of the Health Information Management (HIM) processes with emphasis on encoders and groupers for diagnostic coding. Letter grade only. Grading Method: GN - Letter Grade only  
NR

### **HIT 110 ICD PROCEDURE CODING**

**2.0 Units 2.00 hours Lecture**

**Prerequisite:** HSC 107 or BIO 113

**Recommended Preparation:** CIM 10 or CIM 1, & HSC 108  
Designed to provide training in the process of building International Classification of Diseases (ICD) procedure codes. Discusses the Index and Tables of the ICD procedure manual for assigning procedure codes. Prepares students to review the documentation in health records, support and identifies the procedure, determine the objective of the procedure, review the definition of the root operations that match the objective of the procedure, and select the appropriate value for body part, approach, device, and qualifier from the procedural code table. Students will use encoders and groupers to assign ICD procedure codes. Letter grade only. Grading Method: GN - Letter Grade only  
NR

## **HIT 111 INTRODUCTION TO HEALTH INFORMATICS**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** HIT 100 and CIM 10 or CIM 1

Principles of healthcare informatics and various information technologies used in the management of health information; communication and network technologies; data, information and knowledge concepts; health data collection tools, health information exchanges (HIEs), data and interchange standards, consumer informatics, data integrity and security. Grading Method: GN - Letter Grade only  
NR

## **HIT 115 CPT AND AMBULATORY CARE CODING**

**3.0 Units 3.00 hours Lecture**

**Prerequisite:** HSC 107 or BIO 113

**Recommended Preparation:** CIM 10 or CIM 1, & HSC 108

Addresses the utilization of Current Procedural Terminology (CPT-4) and Healthcare Common Procedure Coding System (HCPCS) codes for hospital outpatient, physician, and other ambulatory services. Analysis of medical documentation and application of guidelines for coders and health information professionals. Letter grade only. Grading Method: GN - Letter Grade only  
NR

## **HIT 116 PERFORMANCE IMPROVEMENT IN HEALTHCARE**

**3.0 Units 3.00 hours Lecture**

**Prerequisite:** MATH 10 or PSYC 44

**Recommended Preparation:** CIM 10 or CIM 1  
An introduction to the quality management and performance improvement process in health care settings, and focuses on collecting, analyzing, and presenting data. The course covers introduction to quality management techniques and tools, patient safety, accreditation, utilization and risk management. Letter grade only. Grading Method: GN - Letter Grade only  
NR

## **HIT 119 MANAGEMENT OF RESOURCES IN HEALTHCARE**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** CIM 10 or CIM 1, CIMW 105, and ENG 1A or ENG 1AH

Management of human, financial, and physical resources in a Health Information department including: leadership, training, teamwork, motivation, staffing and productivity, communication, performance review, tools and techniques for process improvement, budgets, development of policies and procedures, data collection and analysis for strategic planning, information governance, workflow and process monitors, and cultural diversity. Letter grade only. Grading Method: GN - Letter Grade only  
NR

## **HIT 122 REIMBURSEMENT METHODOLOGIES**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Prerequisite:** HIT 109, HIT 110 and HIT 115

**Recommended Preparation:** CIM 10 OR CIM 1

Explores health insurance billing and current payment methodologies in the various healthcare settings. Focuses on compliance with regulatory requirements and common reimbursement practices. Includes specific payment systems and how the information provided by health information management departments impacts the financial viability of health care organizations. Students will also learn how other payers and quality review organizations utilize data. Grading Method: GN - Letter Grade only  
NR

## **HIT 130 DIRECTED PRACTICE**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

**Prerequisite:** HIT 111, HIT 115 and HSC 106

**Limitation on Enrollment:** (1) Physical examination and health clearance required(2) Background clearance required(3) Professional liability insurance required  
Examines the structure, content, and utilization of health information as it relates to the Health Information Department of an affiliated health care organization. The focus is on the organization, flow of information, functions of the health information department, and other associated departments. Letter grade only. Grading Method: GN - Letter Grade only  
NR

## **HIT 222 ADVANCED CODING APPLICATIONS**

**4.0 Units 2.00 hours Lecture 6.00 hours Lab**

**Prerequisite:** HIT 109

**Recommended Preparation:** CIM 1 or CIM 10, HIT 100, HSC 106, HSC 108, HIT 110, HIT 115 & HIT 122  
Advanced medical coding for addressing more complex issues relating to International Classification of Diseases (ICD) and Healthcare Common Procedure Coding System (HCPCS)/Current Procedural Terminology (CPT) coding. Assignments focus on using different types of case studies mock records and applying learning at a higher coding skill level. Computerized software emphasized. This course will provide an opportunity for students in the Health Information Technology and Health Information Coding Specialist Programs to demonstrate competencies required for completion of each program. Grading Method: GN - Letter Grade only  
NR

## **HIT 230 INTRODUCTION TO PUBLIC HEALTH INFORMATICS AND TECHNOLOGY**

**3.0 Units 3.00 hours Lecture**

This course provides an introduction to public health informatics. Students will gain an understanding of the basic concepts of public health, including the history and structure of public health in the United States. An overview of public health information systems and data will be explored and how they support public health. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HIT 240 PUBLIC HEALTH DATA REPORTING TECHNIQUES**

**3.0 Units 3.00 hours Lecture**

This course focuses on the analysis of public health data for the purpose of generating information resulting in actionable decisions. The primary concepts covered in this course include health care statistics, data analysis, mining, and exploration. Microsoft Excel is utilized to analyze public health data and information related to clinical and business systems in healthcare. This course is designed for public health informatics and information technology majors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HLTH-Health**

### **HLTH 1 CONTEMPORARY HEALTH ISSUES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An exploration into traditional and holistic health topics as they affect the individual, family, community and society. General topics include mental health and stress reduction techniques, emotional wellness, and communication skills. Specific topics include; sexuality and intimate relationships, nutrition, weight management, fitness, aging, dying, narcotics, alcohol, tobacco, reproductive choices, infectious diseases, cardiovascular health, cancer, sleep, and alternative medicine.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HLTH 2 FIRST AID, CPR, AND AUTOMATED EXTERNAL DEFIBRILLATOR**

**1.5 Units 1.50 hours Lecture**

*Transfers: CSU, UC*

Accident and injury prevention, CPR, AED and first aid for common injuries/illness. Successful completion qualifies a student for American Heart Association - Heartsaver - CPR, AED and First Aid certificate.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HLTH 3 WOMEN'S HEALTH ISSUES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

An exploration of health issues that affect the quality of women's daily lives. The course will emphasize sexuality, intimate relationships, reproductive issues and Pre Menstrual Syndrome, preventative health care, fitness, nutrition, stress management, and emotional well-being, and aging. Additional topics covered in this course will include social, economic, environmental, behavioral, and political factors associated with women's health.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HON-Honors**

### **HON 11H HONORS CULTURE, SCIENCE, SOCIETY - RENAISSANCE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

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

**Recommended Preparation:** Eligibility for ENG 1B or ENG 1BH

Cross-disciplinary seminar. Explores the continuity of cultural traditions through a study of major works of history, literature, philosophy, social thought, fine arts, and the sciences. Compares and contrasts modes of inquiry characteristic of those disciplines. Organized around the theme of renaissance.

Grading Method: GN - Letter Grade only  
NR

### **HON 12H HONORS CULTURE, SCIENCE, SOCIETY - THE POSTMODERN WORLD**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

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

**Recommended Preparation:** Eligibility for ENG 1B or ENG 1BH

Cross-disciplinary seminar. Explores the continuity of cultural traditions through a study of major works of history, literature, philosophy, social thought, fine arts, and the sciences. Compares and contrasts modes of inquiry characteristic of those disciplines. Organized around the theme of the postmodern world.

Grading Method: GN - Letter Grade only  
NR

**HON 13H HONORS CULTURE, SCIENCE,  
SOCIETY - POWER, RESISTANCE, EMPIRE**  
**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

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

**Recommended Preparation:** Eligibility for ENG 1B or ENG 1BH

Cross-disciplinary Honors seminar designed to focus on European colonialism and indigenous resistance to empire-building through a study of major works of history, literature, philosophy, social thought, fine arts or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines.

Grading Method: GN - Letter Grade only

NR

**HON 14H HONORS CULTURE, SCIENCE,  
SOCIETY - TRANSFORMATION OF EMPIRE**  
**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

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

**Recommended Preparation:** Eligibility for ENG 1B or ENG 1BH

Cross-disciplinary Honors seminar designed to focus on the transformation of European empire into the post-colonial world through a study of major works of history, literature, philosophy, social thought, fine arts or the sciences, and to compare and contrast the modes of inquiry characteristic of those disciplines.

Grading Method: GN - Letter Grade only

NR

## HORT-Horticulture

**HORT 7 INTRODUCTION TO LANDSCAPE  
DESIGN**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

The fundamentals of landscape design as applied to residential landscape projects. Focus is directed at principles of sustainable design, and appropriate use of hardscape and plant materials. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**HORT 10 PLANT MATERIALS-ORNAMENTAL**  
**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

Landscape plants and identification. Includes trees, shrubs, plants used as ground covers, bedding plants, and vines. Growth habits and cultural requirements will be studied.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**HORT 11 PLANT MATERIALS-EDIBLES**  
**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

Vegetables, fruits, and herbs that are regionally appropriate are identified and studied. Growth characteristics and cultural requirements are presented.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**HORT 20 INTRODUCTION TO HORTICULTURAL  
SCIENCE**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Ornamental horticulture, with scientific emphasis and assessment through lab tasks, including plant structure, growth and development, pest management, soils, fertilization, propagation, pruning, diseases, planting methods, greenhouse management, and landscape design principles will be studied. Includes extensive hands-on lab tasks. Field trips and observations may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: AG-PS 104

**HORT 106 LANDSCAPE CAD-FUNDAMENTALS**  
**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Use of computer-aided design and drafting (CAD) applications in landscape design. Covers applications in computer graphics and drafting, planting design, and landscape development according to industry standards.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**HORT 109 INTRODUCTION TO PLANTING  
DESIGN**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Elements and principles of planting design are explored. Emphasis is given to organizing and applying plant material to design problems using accepted ecological, functional, and aesthetic standards. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

## **HORT 110 INTRODUCTION TO URBAN FARMING**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

An introduction to the principles and practices of Urban Farming. Emphasis is given to current trends for designing and growing urban landscapes, farms, and urban gardens. Considerations for various needs and exposures such as a roof top garden, or for a garden watered with grey water will be addressed. Discussions focus on ecological, functional, and aesthetic standards that are unique in an urban setting. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HORT 111 INTRODUCTION TO PERMACULTURE**

**2.0 Units 2.00 hours Lecture**

*Transfers: CSU*

Explores methods of permaculture design that are informed by the concept of working with nature. Different from sustainable landscape design which preserves habitat and ecology, Permaculture design is restorative to habitat and ecology. Students will explore ecological design, ecological engineering, environmental design, construction and integrated water resources management that develops sustainable architecture, regenerative and self-maintained habitat and agricultural systems modeled from natural ecosystems. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HORT 112 PLANT PROPAGATION**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Theory and practices of plant propagation, including seeds, cuttings, division, tissue culture, layering, budding, and grafting. Study will include propagation structures, plant growth regulators and environmental factors regulating plant growth and development. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: AG-EH 116 L

## **HORT 113 SOILS AND FERTILIZERS**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Soil is a living ecosystem critical to the establishment of healthy plants. Soil texture, aeration, structure, cation exchange and other physical and chemical properties will be studied. Characteristics, uses, and methods of application of fertilizers and soil amendments in practical applications are presented.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HORT 115 HISTORY OF LANDSCAPE DESIGN**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A study of landscape design with an introduction to ancient times and an emphasis on the period after 1400 A.D. to the 19th Century, including Italian, French Renaissance, English, Islamic, and American gardens. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HORT 116 IRRIGATION DESIGN FUNDAMENTALS**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

An irrigation-systems course covering landscape system design, installation, maintenance and repair. Emphasizes water conservation principles and practices. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HORT 120 INTEGRATED PEST MANAGEMENT**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Pest recognition and the methods of environmentally acceptable control in the landscape, nursery, and home will be studied. Insects, spider mites, weeds, fungi, bacteria, viruses, nematodes, and vertebrates are included.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HORT 130 HARDSCAPE AND CONSTRUCTION MATERIALS FUNDAMENTALS**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Materials used in the development of ornamental hardscapes in landscape design include soils, stone, concrete, wood, brick, steel, and plastics. Design considerations in the use of these materials and the laws and regulations that apply are also covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HORT 138 THE SUSTAINABLE LANDSCAPE**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Fundamentals of sustainable landscape design, including water conservation, reduced use of chemicals, sustainable landscape maintenance practices, informed pruning and plant care, propagation, pest control, and fertilization.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



### **HORT 139 CONTEMPORARY LANDSCAPE DESIGN TRENDS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Students explore current design trends with ever-changing technologies and globalization. Develop current landscape design, through case study of successful landscape design projects in the 21st century. Field trips are required to meet course objectives. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 140 BUSINESS ASPECTS IN HORTICULTURE AND LANDSCAPE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Introduces concepts critical to landscape construction. Students learn how to build a landscape design with practical implementation. Duties of the supervisor and foreman in landscape construction are discussed throughout.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 142 INTRODUCTION TO DESIGN TECHNOLOGY**

**1.0 Unit 1.00 hour Lecture**

*Transfers: CSU*

Provides an overview of multiple computer applications for landscape design. Projects are explored for the most efficient design workflow. Integrates multiple computer applications for landscape design tasks.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 144 LICENSURE FOR THE LANDSCAPE CONTRACTOR**

**2.0 Units 2.00 hours Lecture**

*Transfers: CSU*

Preparing students for the California Landscape Contractor's License Exam. Expanding the services to be offered to clients by learning landscape contracting services.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 145A LANDSCAPE DESIGN-NATIVE GARDEN**

**2.0 Units 1.50 hours Lecture 1.50 hours Lab**

*Transfers: CSU*

Addresses the importance of sustainable planting design, especially for water conservation. Create landscape designs with aesthetics, function, and minimal impact on the surrounding ecosystem.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 145B LANDSCAPE DESIGN-EDIBLE GARDEN**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

*Transfers: CSU*

The goal of edible garden design is to incorporate edibles in a functioning, aesthetic garden that contributes to health of ecosystem. This course explores methods of incorporating edible plants into the overall landscape design. Students will create designs based on the textures, colors, shapes and growth characteristics of edible plants. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 145C LANDSCAPE DESIGN-WELLNESS GARDEN**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

*Transfers: CSU*

Explores methods of incorporating the principles of design into the creation of wellness gardens for well being. Wellness gardens are of proven benefit for vocational, social, and practical functions pursuing healthy body and mind. Students will create universal access designs for various health related beneficial purposes. Field trips may be recommended to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 146 LANDSCAPE DESIGN PORTFOLIO DEVELOPMENT**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU*

Focuses on the development of a portfolio style tailored to the student's individual landscape design experience. Principles of effective graphic layout are discussed and utilized. Effective wording and creative layout are critiqued and modified. Students create a professional quality portfolio for a competitive advantage in the workplace.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 166 NATIVE PLANTS IN THE URBAN LANDSCAPE**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

*Transfers: CSU*

Studies California native plants suitable for landscape use. Emphasizes the identification of plants, cultural requirements for their use in the landscape, and the ecology of the plants in nature. Special attention will be placed on solving landscape problems using native and other drought-tolerant plants. Field trips may be required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



### **HORT 238 INTRODUCTION TO WELLNESS GARDENING**

**3.0 Units 2.50 hours Lecture 1.50 hours Lab**

An overview of the history and purpose of Wellness Gardening. Explores the evolution of horticulture therapy from its start with medical illnesses, behavioral illnesses, and physical injury, to current day trends in holistic well-being. Emphasis is given to current trends for the implementation of wellness gardens. Ecological, functional, and aesthetic standards that are unique in a therapy garden will be discussed. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HORT 239 FENG SHUI AND WELL BEING**

**2.0 Units 2.00 hours Lecture**

Explores methods of designing with the principles of Feng Shui, an ancient Chinese method of designing a harmonious and beneficial surrounding. The goal of Feng Shui as practiced today is to situate the human-built environment in a favorable position to maximize wellbeing. Students will explore designs based on the balance, placement, and understanding of shapes and elements. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HS-Human Services**

### **HS 37 INTRODUCTION TO CRIMINOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Theories of historical, social, cultural, genetic, psychological, economic, and political causative factors related to crime are covered. Emphasizes the origin of law, it's relationship to society, the organization and functions of law, and the role of law to prevent future criminal behaviors. Focus is placed on the most relevant crimes within our society. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

### **HS 100 INTRODUCTION TO HUMAN SERVICES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

An introduction to the Human Services profession. Explores historical and contemporary perspectives of problems in living and the Human Services field. Examines models of helping and related values, skills, and roles of the Human Services professional. Studies the broad definition of the profession of Human Services. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

### **HS 101 ADDICTION STUDIES COUNSELING SKILLS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** HS 100

This is a theoretical and experiential course that will introduce students to foundational and requisite addiction assessment, intervention, and treatment counseling skills. Students will be introduced to historical and etiological models of substance use disorders and process addictions. Self-exploration and professional issues in addiction counseling will be examined. Students will be introduced to various clinical documentation formats and evidence-based interventions. This course will introduce students to counseling skills needed to work with special and diverse populations as well as various treatment modalities.

Grading Method: GN - Letter Grade only  
NR

### **HS 105 ETHICAL ISSUES AND CLIENTS' RIGHTS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

An introductory course focusing on ethical and legal standards and requirements of the human services (HS) profession and ethical standards for the Addiction Treatment Counselor. Emphasizes the relationship of values in the role of the HS professional, and includes the areas of practice, training, supervision, and consultation. Examines various professional ethical standards and codes of conduct. Identifies confidentiality laws and ethical standards including the Code of Federal Regulation (CFR) 42 Part 2, as it relates to the provision of treatment for substance use and addictive disorders.

Disclaimer: Letter Grade Only

Grading Method: GN - Letter Grade only  
NR

### **HS 110 FIELD INSTRUCTION AND SEMINAR I**

**3.5 Units 1.50 hours Lecture 6.00 hours Lab**

*Transfers: CSU*

**Prerequisite:** HS 120 and HS 140 and HS 100 and HS 170 and HS 105, with a "C" or better

Provides supervised field-instruction experience in approved community agencies that serve clients in the field of Human Services. Focus is on beginning development and use of helping skills, professional and ethical practices, client record documentation and service coordination. Self-awareness and beginning professional growth are also emphasized. Letter Grade Only.

Grading Method: GN - Letter Grade only  
NR

## **HS 112 CONFLICT RESOLUTION AND MEDIATION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Examines and introduces principles of non-violent, non-litigious conflict management skills with an emphasis on theory and the practice of conflict resolution, mediation, and third-party interventions. Designed to train individuals to be effective in resolving conflicts and engage mediation techniques in a broad context, from interpersonal relationships to working with individuals, groups, and staff in the workplace to dealing with interpersonal conflicts in alcohol and drug treatment settings, mental health settings, community-based correctional settings, educational and workplace settings and other human services milieus. Skills applicable for interpersonal development. Letter Grade Only.  
Grading Method: GN - Letter Grade only  
*NR*

## **HS 119 INTRODUCTION TO CRIMINAL JUSTICE SYSTEM**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A broad overview of the American criminal justice system. Deals with the examination of criminals, victims, and the society in which they live. Emphasis is given to the criminal justice process, law enforcement, adjudication, post-conviction strategies, and juvenile justice. Also examines the entire spectrum of criminal justice and its components, from crime causation and police involvement to the trial process and corrections. Letter Grade Only  
Grading Method: GN - Letter Grade only  
*NR*

## **HS 120 HUMAN DEVELOPMENT IN THE SOCIAL ENVIRONMENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

An overview of human development including the environmental influences that shape biopsychosocial development throughout the lifespan. Theories, research, and psychological perspectives of physical, cognitive, personality, and social development are examined including developmental problems and the role of human services in optimizing human development. Letter Grade Only.  
Grading Method: GN - Letter Grade only  
*NR*

## **HS 128 COMMUNITY-BASED CORRECTIONS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A highly interactive exploration of the front-line work in community-based corrections, halfway houses, parole and probation supervision, diversion, youth advocacy, and community programs. Includes both a state and local perspective on functions, successes and limitations in community-based corrections. Letter Grade Only.  
Grading Method: GN - Letter Grade only  
*NR*

## **HS 131 MULTICULTURAL AND DIVERSE POPULATIONS IN THE UNITED STATES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Focuses on the major cultural, historical, and societal themes in the US and highlights the competencies needed to address and work effectively with people from various ethnic, racial, and religious groups. Examines the knowledge, skills, and attitudes needed for the treatment provider to understand the full context of a client's sociocultural environment and examines those that have been disadvantaged or excluded from mainstream US society. Includes individuals with co-occurring disorders. Students actively seek understanding across differences, and focus on psycho education in subject areas that serve the goals of treatment and rehabilitation. Letter Grade Only.  
Grading Method: GN - Letter Grade only  
*NR*

## **HS 140 GROUP LEADERSHIP AND GROUP PROCESS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

An introduction to group dynamics and group leadership skills within the context of the helping professions. Focuses on group development, interpersonal processes, and group facilitation skills. Concepts related to professional and ethical standards of group leadership are integrated. Application of course concepts occurs through experiential learning opportunities. Letter grade only.  
Grading Method: GN - Letter Grade only  
*NR*

## **HS 150 FIELD INSTRUCTION AND SEMINAR II**

**3.5 Units 1.50 hours Lecture 6.00 hours Lab**

*Transfers: CSU*

**Prerequisite:** HS 110

Provides continued supervised field-instruction experience in approved human services community agencies. Students increase development of helping skills, client record documentation and service coordination. Emphasizes increased integration of theoretical human services course concepts and industry-related, evidence-based competencies. Letter grade only.  
Grading Method: GN - Letter Grade only  
*NR*

## **HS 170 ALCOHOL AND OTHER DRUGS IN OUR SOCIETY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Historical and sociological perspective on the use, abuse and social control of psychoactive drugs. Includes overviews of the biopsychosocial nature of addiction; the impact of addiction on families and society; contemporary treatment and prevention approaches; and the addiction counseling profession. Letter Grade Only.

Grading Method: GN - Letter Grade only  
NR

## **HS 171 SUBSTANCE ABUSE - INTERVENTION, TREATMENT AND RECOVERY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

The assessment, intervention and treatment of Substance Use Disorders (SUD) are explored from an interdisciplinary perspective. Students learn to tailor helping strategies and treatment modalities to the client's Motivational Stage of Change, development, and recovery. Challenges students to examine their existing ideas about treatment and recovery from SUD. Provider approved by the California Board of Registered Nursing, Provider Number CEP60. Letter Grade Only.

Grading Method: GN - Letter Grade only  
NR

## **HS 172 PHYSIOLOGICAL EFFECTS AND PHARMACOLOGY OF ALCOHOL AND DRUGS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** PSYC 37

Examines the physiological, psychological, and behavioral effects of drug and alcohol addiction. Pharmacologic management, metabolic, neurological processes, and drug use during the perinatal period are included. Analyzes the effects on human development, the syndromes of withdrawal, abstinence, synergistic effects, risk factors and integrates multidisciplinary treatment considerations. Letter Grade Only.

Grading Method: GN - Letter Grade only  
NR

## **HS 174 CASE ADMINISTRATION, CRISIS INTERVENTION AND REFERRAL**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Introduces basic case administration and crisis intervention skills. Includes crisis intervention, treatment planning, and securing resources for client referral, record documentation, screening, data collection, and aftercare. Emphasizes care of clients with substance use disorders and other mental health conditions. Letter Grade Only.

Grading Method: GN - Letter Grade only  
NR

## **HS 176 CO-OCCURRING DISORDERS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** HS 172

An introduction to the identification of symptoms and the assessment process for the presence of co-occurring disorders (diagnoses of mental health conditions and substance use disorders). Explores the relationship of these conditions including an introduction to the Diagnostic and Statistical Manual of Mental Disorders; emphasizes the development of concurrent integrated treatment strategies, including the Recovery Model and the development of entry-level skills required of professionals who interact with individuals with co-occurring disorders. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

## **HS 177 FAMILY DYNAMICS OF ADDICTION AND ABUSE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A multifaceted study of substance use disorders (SUD) within the family and social systems including generational abusive acts of violence within the family system. Examines various theoretical models of addiction and the family systems theory in the context of understanding familial and generational patterns of SUD and the cycles of violence. Assessment, intervention, and treatment strategies are explored in the context of family systems. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

## **HS 181 INTRODUCTION TO EATING DISORDERS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Introduces students to the history, symptomatology, treatment and resources for anorexia nervosa, bulimia nervosa, binge eating disorder, and other eating disorders. Includes gender, sexual identity and abuse, obesity, cultural differences, societal attitudes, and the addiction cycle. The biological, psychoanalytic, cognitive-behavioral, feminist, family systems, and other theoretical perspectives will be examined. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

## **HS 184 MEDICAL ASPECTS OF EATING DISORDERS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** HS 181

Identifies classification, epidemiology, etiology, and physiology of obesity, anorexia, bulimia and binge eating disorder. The contemporary methods of assessment, treatment, and complications of obesity, anorexia, bulimia and binge eating disorder are to be examined.

Grading Method: GN - Letter Grade only  
NR

### **HS 185 THE BACKGROUND AND TREATMENT OF EATING DISORDERS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Addresses the assessment and treatment of eating disorders in various treatment settings (inpatient, day treatment, outpatient), and the use of community support systems. The student will develop a philosophy regarding the etiology and treatment for eating disorder clients. Students will be introduced to the complexities and varieties of eating disorders treatment approaches. Letter grade only.

Grading Method: GN - Letter Grade only

NR

### **HS 187 JUVENILE VIOLENCE, GANGS, AND VICTIMIZATION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Reviews the history of juvenile violence in the United States to its present day escalation. Theories of causative factors related to genetics, sociocultural transmission, psychology, behavior, parricide and substance abuse will be presented and assessed. The role of the juvenile justice system, gang cultures, and victimization will be examined. Addresses pragmatic solutions for lowering juvenile violence. Letter grade only.

Grading Method: GN - Letter Grade only

NR

### **HS 220 BENEFITS AND ENTITLEMENT**

**3.0 Units 3.00 hours Lecture**

Comprehensive approach to methods of obtaining and maintaining federal, state and regional public income and healthcare coverage for the disabled, elderly and low to moderate income individuals and families. Benefits and Entitlement programs include California State Disability Insurance, Supplemental Security Income (SSI), Social Security Disability Insurance (SSDI), and Medicare/Medi-Cal Insurance programs. This course covers work incentives and employment supportive services with an emphasis on asset building and financial literacy for low to moderate income individuals and families. Letter grade only.

Grading Method: GN - Letter Grade only

NR

## **HSC-Health Science**

### **HSC 104 MEDICAL TERMINOLOGY**

**3.0 Units 3.00 hours Lecture**

Introduces medical terms, through the analysis or word roots, prefixes, suffixes and combining forms to create medical terms. Students demonstrate and practice accurate term pronunciation and spelling to create a medical vocabulary for use in medical and healthcare settings. Includes terms related to major diseases, diagnostics, physical examination and specialty procedures and common treatments that are used to communicate in the medical field.

Grading Method: GN - Letter Grade only

NR

### **HSC 106 LEGAL AND ETHICAL ASPECTS OF HEALTH INFORMATION**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** ENG 1A or ENG 1 AH

Covers the legal and ethical issues pertaining to health care, health information, and the health record. Topics include: privacy, confidentiality, patient rights, security, release of information, informed consents, documentation requirements, compliance, fraud and abuse, medical malpractice, labor laws, HIPAA and other government regulations, and E-health. Letter grade only.

Grading Method: GN - Letter Grade only

NR

### **HSC 107 HUMAN BODY FUNDAMENTALS**

**3.0 Units 3.00 hours Lecture**

**Recommended Preparation:** HSC 104

Introduction to the structure and function of the human body. Includes structural components, spatial relationships, and body system interactions. Satisfies requirements for Allied Health Sciences such as Health Information Technology, EMT, and Medical Assisting, but will not fulfill requirements for nursing, physician assistant, occupational therapy, physical therapy, or pre-pharmacy majors.

Grading Method: GN - Letter Grade only

NR

### **HSC 108 DISEASE PROCESSES FOR THE HEALTH SCIENCES**

**3.0 Units 3.00 hours Lecture**

**Prerequisite:** HSC 104, HSC 107 or BIO 113

A conceptual approach to the study of disease processes including common assessment strategies and treatments with an emphasis on the body's response to the disease process. Letter grade only.

Grading Method: GN - Letter Grade only

NR

### **HSC 151 INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Designed to provide information and practical experience to students pursuing a career in physical therapy, occupational therapy, recreation therapy, adapted physical education, speech pathology or other health care fields that work with special populations. Also offered as KNEA 151. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HSC 217 CARDIAC DYSRHYTHMIAS**

**2.0 Units 2.00 hours Lecture**

Emphasizes cardiac function, normal and abnormal heart rhythms, causes of dysrhythmias, and interpretation of monitoring equipment printouts.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HSC 226 ADVANCED CARDIAC LIFE SUPPORT**

**2.0 Units 2.00 hours Lecture**

**Recommended Preparation:** Current American Heart BLS Healthcare Provider status is required. (Proof of requirement via eCard.)

Provides healthcare students with critical assessment and management skills to treat adults with pre-arrest, cardiac arrest, and stroke. Provides information on team dynamics and communication, systems of care and immediate post-cardiac-arrest care. Also covers airway management and related pharmacology. Skills are taught in large and small group sessions and testing stations where case-based scenarios are presented.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HSC 227 PEDIATRIC ADVANCED LIFE SUPPORT**

**2.0 Units 2.00 hours Lecture**

**Limitation on Enrollment:** Current AHA BLS Provider Course Completion Card

**Recommended Preparation:** Previous experience or course work in health care field (EMT, paramedic, nursing etc).

American Heart Association/American Academy of Pediatrics Pediatric Advanced Life Support (PALS) course for healthcare providers to develop proficiency in the knowledge and skill of advanced pediatric resuscitation and emergency care. Satisfactory completion of the course will provide an American Heart Association Pediatric Advanced Life Support Provider course completion card.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HSC 228 CALCULATIONS FOR MEDICATION ADMINISTRATION**

**1.0 Unit 1.00 hour Lecture**

Explores basic concepts for safely administering medications and solutions in clinical settings. Explores the use of dimensional analysis. Develops problem-solving techniques using equivalencies and unit conversions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HSC 230 CERTIFIED PROFESSIONAL CODER(CPC) EXAM PREPARATION**

**3.0 Units 3.00 hours Lecture**

Prepares students for the American Academy of Professional Coders, national Certified Professional Coder certification examination, through the application of critical thinking, case study review, data abstraction using physician-based medical coding manuals to correctly determine code sequencing. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

### **HSC 234 CERTIFIED CODING SPECIALIST (CCS) EXAM PREPARATION**

**3.0 Units 3.00 hours Lecture**

This course prepares students or professionals to sit for the American Health Information Management's (AHIMA's) highly regarded Certified Coding Specialist (CCS®) credential. In addition to interpreting the health record documentation, and applying coding guidelines, the students learn study tips, test-taking skills, and review of the coding content. This combination of in-depth study materials covering CPT, HCPCS Level II, ICD-10-CM and ICD-10-PCS content and comprehensive testing practice provides the added knowledge and test-taking skills to sit for the CCS certification exam. See AHIMA's current eligibility requirements for the CCS exam.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **HSC 291 MANAGEMENT OF AGGRESSIVE BEHAVIOR IN HEALTHCARE SETTINGS**

**0.5 Unit 0.50 hour Lecture**

Provides a general base for recognition and appropriate management of verbal and physical aggression in health care settings. Basics strategies for verbal deescalation of the aggressive person and kinetic techniques to enhance client, personal and environmental safety will be emphasized.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**HSC 422NC BASIC LIFE SUPPORT - CPR  
AMERICAN HEART ASSOCIATION  
0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

**Recommended Preparation:** Previous experience or course work in health care field (EMT, Paramedic, Nursing, etc.)

Hybrid course with online coursework to be completed prior to on campus skills practice/testing session. Provides instruction, practice, & return demonstration of CPR, AED use & foreign body airway obstruction relief maneuvers. Techniques for adults, children, & infants for one & two rescuers will be taught/taught according to the current American Heart Association (AHA) Guidelines Update for CPR & Emergency Cardiovascular Care (ECC). Early recognition, appropriate intervention & high quality CPR techniques. Recommended for healthcare personnel. Satisfactory completion of the course (skills demonstration & written exam) will provide an American Heart Association (AHA) Basic Life Support course completion; cards valid for 2 years. (formerly HSC 222NC)  
Grading Method: NC - Noncredit  
*R-E-99*

**HSC 423NC BASIC LIFE SUPPORT-CPR  
RENEWAL AMERICAN HEART ASSOCIATION  
0.0 Unit 0.50 hour Lecture**

**Limitation on Enrollment:** Current American Heart Association BLS course completion card (AHA BLS Healthcare Provider card)

Provides review and update with practice, and return demonstration of CPR, AED use and foreign body airway obstruction relief maneuvers. Techniques for adults, children, and infants for one and two rescuers will be taught and tested according to the current American Heart Association (AHA) Guidelines Update for CPR and Emergency Cardiovascular Care (ECC). Early recognition, appropriate intervention and high quality CPR techniques will be emphasized. This course is recommended for healthcare personnel. Satisfactory completion of the course (skills demonstration and written exam) will provide an American Heart Association (AHA) Basic Life Support course completion card. (formerly HSC 223NC)  
Grading Method: NC - Noncredit  
*R-E-99*

## HUM-Humanities

**HUM 1 INTRODUCTION TO HUMANITIES  
3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Introduces students to the practices and subject matter of the central disciplines of the humanities including philosophy, literary theory, art history, and music theory. Students learn how to use a variety of forms of human expression to analyze and assess aspects of human nature and culture. The course focuses on questions about our knowledge, values, identities, and natures.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**HUM 2 ORIGINS OF WESTERN CULTURE IN LITERATURE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** ENG 200

Investigates early Western thought and culture in Ancient Greece and Rome and ties them to our contemporary society. Science, religion, art, human relationships, what we can know: all are potential topics of discussion. Requires no background in classical culture and the readings are in English.  
Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**HUM 3 THE CULTURE OF MEDIEVAL AND RENAISSANCE EUROPE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Identifies and studies characteristically Medieval and Renaissance ideas and feelings about a variety of important human experiences as represented across a broad spectrum of the fine arts, philosophy and history. Among the themes to be studied are: the supernatural and the natural, the individual and the state, codes of personal conduct (chivalry and courtesy), the quest for new knowledge, the rise of the secular, and the emergence of a pluralistic universe. The transition from medieval to Renaissance consciousness will be emphasized.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **HUM 21 THE SEARCH FOR MEANING - IDEAS OF SELF ACROSS CULTURES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Explores the notions of self and the changing faces of human nature as they shape and are shaped by prevailing social systems and cultural patterns across the world. Compares a variety of fictional and historical figures ranging from the Homeric hero to the Confucian aristocrat, from Joan of Arc to Sojourner Truth, in an attempt to shed light on our own struggle to understand who we are, and how we know who we are, in the contemporary scene. Draws upon the perspectives of disciplines such as history, science, philosophy, literature, and the arts.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **HUM 25 PLANET EARTH - CONTEMPORARY ISSUES AND CONTROVERSIES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH or completion of ENG 200 or ENG 390.

An examination of issues confronting humanity on a global scale at present and into the foreseeable future. Social, educational, biological, economic, political and other contemporary perspectives will be treated. Topics include population growth, food supplies, energy and resources, terrorism and world order, racism and sexism, international affairs; and individual issues such as sex roles, power and powerlessness, individual life cycles, and psychology and metaphysics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **IA-Intercollegiate Athletics**

### **IA 1 MEN'S FOOTBALL**

**3.0 Units 10.00 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

**Recommended Preparation:** Previously competed at the high school, community college, or 4-year college in interscholastic or intercollegiate football. Student athletes will train and participate in Intercollegiate Football.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

### **IA 2 MEN'S BASKETBALL**

**1.5 Units 5.00 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Men's Basketball. The 1.5 unit/5 hours lab will be scheduled spring semester only and the 3 unit/10 hours lab will be scheduled fall semester only.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

### **IA 2 MEN'S BASKETBALL**

**3.0 Units 10.00 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Men's Basketball. The 1.5 unit/5 hours lab will be scheduled spring semester only and the 3 unit/10 hours lab will be scheduled fall semester only.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

### **IA 3 MEN'S BASEBALL**

**3.0 Units 10.00 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Baseball.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

### **IA 4 MEN'S TRACK AND FIELD**

**3.0 Units 10.00 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to prepare for competitive participation in Intercollegiate Men's Track and Field.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

### **IA 5 MEN'S CROSS COUNTRY**

**3.0 Units 10.00 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Men's Cross Country.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3



**IA 6 MEN'S GOLF****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Men's Golf.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 7 MEN'S WATER POLO****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Men's Water Polo.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 8 MEN'S SWIMMING AND DIVING****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Men's Swimming and Diving.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 9 MEN'S TENNIS****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

**Recommended Preparation:** Previously competed at high school, community college, 4-year college, or adult advanced tennis level.

Student athletes will train and prepare for Intercollegiate Men's Tennis competition.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 10 WOMEN'S VOLLEYBALL****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Volleyball.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 11 WOMEN'S SOFTBALL****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Softball.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 12 WOMEN'S BASKETBALL****1.5 Units 5.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Basketball. The 1.5 unit/5 hours lab will be scheduled spring semester only and the 3 unit/10 hours lab will be scheduled fall semester only.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 12 WOMEN'S BASKETBALL****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Basketball. The 1.5 unit/5 hours lab will be scheduled spring semester only and the 3 unit/10 hours lab will be scheduled fall semester only.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 13 WOMEN'S TENNIS****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Tennis.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 14 WOMEN'S SWIMMING AND DIVING****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Swimming and Diving.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**IA 16 WOMEN'S TRACK AND FIELD****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Track and Field.

Grading Method: GR - Letter Grade or Pass/No Pass

*R-E-3***IA 17 WOMEN'S CROSS COUNTRY****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Cross Country.

Grading Method: GR - Letter Grade or Pass/No Pass

*R-E-3***IA 18 WOMEN'S WATER POLO****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Water Polo.

Grading Method: GR - Letter Grade or Pass/No Pass

*R-E-3***IA 19 WOMEN'S GOLF****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Golf.

Grading Method: GR - Letter Grade or Pass/No Pass

*R-E-3***IA 20 WOMEN'S SPORTS OFF SEASON TRAINING****1.5 Units 5.00 hours Lab***Transfers: CSU, UC*

Off season training designed for women's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance.

Grading Method: GN - Letter Grade only

*R-E-3***IA 20 WOMEN'S SPORTS OFF SEASON TRAINING****0.5 Unit 2.50 hours Lab***Transfers: CSU, UC*

Off season training designed for women's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance.

Grading Method: GN - Letter Grade only

*R-E-3***IA 20 WOMEN'S SPORTS OFF SEASON TRAINING****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

Off season training designed for women's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance.

Grading Method: GN - Letter Grade only

*R-E-3***IA 21 WOMEN'S SOCCER****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD)

Provides an opportunity for students to train and participate in Intercollegiate Women's Soccer.

Grading Method: GR - Letter Grade or Pass/No Pass

*R-E-3***IA 22 WOMEN'S SAND VOLLEYBALL****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Pre-participation physical examination and be declared fit for athletics by a medical doctor (MD).

Provides an opportunity for students to train and participate in Intercollegiate Women's Sand Volleyball.

Grading Method: GR - Letter Grade or Pass/No Pass

*R-E-3***IA 30 MEN'S SPORTS OFF SEASON TRAINING****3.0 Units 10.00 hours Lab***Transfers: CSU, UC*

Off season training designed for men's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance.

Grading Method: GN - Letter Grade only

*R-E-3*

**IA 30 MEN'S SPORTS OFF SEASON TRAINING****1.5 Units 5.00 hours Lab***Transfers: CSU, UC*

Off season training designed for men's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance.

Grading Method: GN - Letter Grade only

*R-E-3***IA 30 MEN'S SPORTS OFF SEASON TRAINING****0.5 Unit 2.50 hours Lab***Transfers: CSU, UC*

Off season training designed for men's intercollegiate athletics with an emphasis on aerobic and anaerobic conditioning, sports specific strength development, skills training, play strategies, and nutrition for optimal performance.

Grading Method: GN - Letter Grade only

*R-E-3***ID-Interior Design****ID 110 FUNDAMENTALS OF INTERIOR DESIGN****3.0 Units 3.00 hours Lecture***Transfers: CSU*

An introduction to the field of interior design focusing on the impact of built environments on the social, physical, psychological, and aesthetic needs of people. Exploration of design and color theories, space planning, building systems, lighting, furniture, finishes, and accessories, as well as considerations for sustainability, accessibility, and wellness. Integration of design process, creative expression, and consumer information related to living environments and public spaces. This course is designed for interior design majors and all students interested in the field.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***ID 111 INTERIOR DESIGN STUDIO I****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** ID 112**Recommended Preparation:** Completion of ID 110 and ID 133

Designed to apply concepts and theories presented in the lecture course, ID 110 Fundamentals of Interior Design. Emphasis is placed on the design process in developing solutions for design projects.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***ID 112 DRAFTING FOR INTERIORS****2.0 Units 1.00 hour Lecture 4.00 hours Lab***Transfers: CSU*

Covers vocabulary, tools, standards, and graphic techniques of architectural drafting. Emphasis is on conveying interior design intent through a set of working drawings including floor plans, elevations, sections, and details.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***ID 114 APPLIED COLOR AND DESIGN THEORY FOR INTERIOR DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Basic color and design theory and application. Utilization of tools, materials, and equipment to develop technical skills applicable to interior, architectural, and other related fields of design. Exploration of cultural heritage and psychological implication of design.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***ID 115 CAD FOR INTERIOR DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** Completion of ID 112 Basic skills, techniques, and uses for computer-aided design and drafting for interior design applications.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***ID 116 INTERIOR MATERIALS AND PRODUCTS****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Analysis, application, and evaluation of products and materials used in interior design. Includes interior textiles, furnishings, and finish materials and products.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***ID 118 DIGITAL PRESENTATION FOR INTERIOR DESIGN****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** Completion of ID 112 and ID 133

Introduction to digital tools and methods for creating interior design presentations through the integration of a variety of visual media to effectively communicate design concepts and solutions. Exploration of digital image manipulation, illustration, rendering, basic three-dimensional modeling, and digital composition techniques using industry-standard software. Students will acquire foundation skills with Adobe Creative Cloud apps as they relate to the preparation of visual content for Interior Design presentations.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

**ID 121 SPACE PLANNING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** Completion of ID 111, 115, and 118

This studio course focuses on space planning concepts and techniques for residential and commercial projects. Programming methods, human factors, user experience, furniture and finish standards, applicable codes, and barrier-free design will be explored. Emphasis is on creative and functional spatial problem solving, graphic communication and presentation of design solutions. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ID 122 HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS I****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Historical relationship between the decorative arts, period furniture, and interior architecture is illustrated in this overview of design heritage from antiquity through the 18th century in Europe. Emphasis is placed on style development as it relates to social, economic, and political influences.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ID 123 INTERIOR DESIGN ILLUSTRATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** ID 112 and ID 133  
Application of the methods, techniques, and tools used for illustrating interior spaces and products.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ID 125 HISTORY OF INTERIOR ARCHITECTURE AND FURNISHINGS II****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Historical relationship between the decorative arts, period furniture and interior architecture is illustrated in this overview of design heritage. Covers the 19th and 20th centuries in Europe and 17th through 20th centuries in America and analyzes the influences as well as changes in design to the present. Emphasis is placed on style development as it relates to social, economic, and political forces.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ID 126 INTERIOR DESIGN STUDIO II****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** ID 111**Recommended Preparation:** Completion of ID 121 and ID 131. Completion or concurrent enrollment in ID 132.

Develop, analyze, and apply design concepts to non-residential interior environments. Universal design, environmentally conscious design, space planning, lighting systems, interior components, architectural elements, and specifications writing will be integrated into research projects emphasizing a problem-solving approach.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ID 127 FUNDAMENTALS OF LIGHTING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** ID 110, 112 and 121

A study of lighting theory, light sources, lighting techniques, codes and energy-efficiency issues for interior environments. Emphasis is placed on developing and communicating lighting design solutions for interior applications, including lighting concepts, specifications, schedules, and working drawings for residential and commercial environments.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ID 128 BUSINESS AND PROFESSIONAL PRACTICE FOR INTERIOR DESIGN****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** ID 111

Business and professional management of an Interior Design practice including legal issues, project management, and business practices.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**ID 129 INTERIOR DESIGN PORTFOLIO****1.0 Unit 1.00 hour Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** ID 126 and ID 131

This course assists and mentors advanced interior design students in developing and presenting a professional portfolio package for an employment application. Emphasis is placed on creating a comprehensive portfolio, writing a resume, and practicing interview techniques to prepare for an internship within the Interior Design field. Site visits will be required to meet course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 131 DIGITAL VISUALIZATION FOR INTERIOR DESIGN**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** Completion of ID 115 and ID 118 is strongly recommended.

Methods, techniques, and tools for creating digital 3D models, interior architectural drawings, rendered illustrations, and visual presentations by utilizing a variety of software programs and technologies to effectively communicate design concepts and solutions. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 132 INTERIOR BUILDING SYSTEMS AND CODES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** Completion of ID 110 and ID 112

Explores components of interior construction and building systems and examines building codes and standards that impact the planning of residential and commercial interior environments. Special attention given to requirements concerning life safety issues, barrier-free access, sustainable principles, and WELL building standards in interior design applications. Emphasis on understanding the role of building systems and codes in the design process.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 133 SKETCHING AND RENDERING FOR INTERIOR DESIGN**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

Methods, techniques, and tools used in illustrating interior spaces with an emphasis on quick freehand sketches in various media. Students learn to communicate design ideas using sketching, rapid visualization, composition, and simplified methods of one- and two-point perspective drawings. Color rendering techniques are introduced.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 134 ADVANCED CAD FOR INTERIOR DESIGN**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Prerequisite:** ID 115 or Consent of the instructor

Develops proficiency and skills in advanced 2D computer-aided design and drafting, manipulation of 3D models, and production of working sets of construction documents for Interior Design applications.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 136 REVIT FOR INTERIOR DESIGN**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Prerequisite:** ID 112 or Consent of the instructor

**Recommended Preparation:** ID 115 or ID 131

Introduction to 3D modeling and visualization for interior design projects using the concepts and tools of Revit, the Building Information Modeling (BIM) software. Emphasis is placed on the creation of drawing sets, renderings, and schedules to industry standards. This course is intended for interior design majors and for practicing professionals.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 210 HOSPITALITY DESIGN**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** Completion of ID 115, 121 and 131

Analysis and application of the design process to planning hospitality spaces, including research, programming, concept development, spatial layout, furnishings, materials specification, lighting, application of codes, sustainable and WELL standards, and project documentation and presentation. Design solutions to hospitality will be developed in the studio.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 214 BATH DESIGN**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** Completion of ID 115, 121 and 131

Analysis and application of the design process to space planning, materials and finish selections, codes application, and specification of cabinetry, fixtures, and specialized equipment unique to the bath spaces. Design solutions for residential baths following the National Kitchen and Bath Association (NKBA) standards will be developed in the studio. Field trips may be required to meet course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **ID 215 KITCHEN DESIGN**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** Completion of ID 115, 121 and 131

Analysis and application of the design process to space planning, materials and finish selection, codes application, and specification of cabinetry, fixtures, and specialized equipment unique to the kitchen spaces. Design solutions for residential kitchens following the National Kitchen and Bath Association (NKBA) standards will be developed in the studio. Field trips may be required to meet course objectives.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **ITA-Italian**

**ITA 1 ELEMENTARY ITALIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College level reading ability

Designed to develop the fundamentals of communicative competence in colloquial Italian. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Italian.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ITA 2 ELEMENTARY ITALIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** ITA 1 or two years of high school Italian

Designed to further the fundamentals of communicative competence in daily spoken Italian. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ITA 3 INTERMEDIATE ITALIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** ITA 2 or three years of high school Italian  
Reviews the fundamentals with further study of the Italian language and culture.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ITA 4 INTERMEDIATE ITALIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** ITA 3 or four years of high school Italian

Concentrates on the development of fluency in the skills needed to communicate in Italian. Further study of cultural topics.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**ITA 21 INTRODUCTION TO ITALIAN CULTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College-level reading ability

Designed to provide a brief overview in English of the Italian culture. Areas of study include history, music, literature, philosophy, political ideas, customs and Italy's influence on and contribution to the civilization of the United States and the world. No prior study of the Italian language or culture is required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JA-Japanese****JA 1 ELEMENTARY JAPANESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College level reading ability

Designed to develop the fundamentals of communicative competence in daily spoken Japanese. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Japanese.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JA 2 ELEMENTARY JAPANESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** JA 1 or two years of high school Japanese

Designed to further the fundamentals of communicative competence in daily spoken Japanese. Although the focus remains on oral skills and aural comprehension, reading and writing skills will be expanded with introduction of 100 Kanji (Chinese Characters) in addition to Kana, which was already mastered by the students in previous course(s). Cultural topics will also be covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JA 3 INTERMEDIATE JAPANESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** JA 2 or three years of high school Japanese  
Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Japanese cultures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JA 4 INTERMEDIATE JAPANESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** JA 3 or four years of high school Japanese

Emphasizes fluency in speaking, reading, writing, and comprehension of Japanese. Includes selected reading and discussions from the basic four genres in Japanese and Japanese-American literature, culture, and customs.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**JA 21 INTRODUCTION TO JAPANESE CULTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College-level reading ability

Designed to provide a brief overview in English of the Japanese culture. Areas of study include geography, history, literature, art, philosophy, religion, and customs of the Japanese people. No prior study of the Japanese language or culture is required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JRN-Journalism****JRN 1 MASS MEDIA AND SOCIETY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of mass media and media technology as they apply to society. Includes a study of media functions, responsibilities, practices, and influences, as well as a study of media law, ethics, history, development, and potential for the future. The course is designed to increase student awareness of the impact of mass media in shaping society. Also listed as CTVR 1. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: JOUR 100

**JRN 2 NEWS WRITING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** Eligibility for ENG 1A or ENG 1AH

Emphasizes news writing and reporting, methods of news gathering, organization and writing of articles. Includes the interpretation of significant news events and studies techniques of in-depth reporting.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: JOURN 110

**JRN 106 VIDEO JOURNALISM****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

**Recommended Preparation:** JRN 2 and CTVR 101  
Incorporates print and broadcast techniques to produce multimedia pieces for the web, tablets and emerging platforms with a focus on video journalism. Topics include multimedia storytelling that incorporates shooting and editing video, recording and editing sound, writing, and still photographs. An emphasis will be placed on journalistic, documentary-style video storytelling for the news media. Also listed as CTVR 106. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JRN 108 INTRO TO PODCASTING AND AUDIO STORYTELLING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** JRN 2 or CTVR 111  
Introduction to all aspects of audio storytelling and podcasting. Students will produce content in the form of podcasts, live and pre-recorded talk shows, radio documentaries, newscasts, broadcast news spots, and emerging formats. Basic writing for broadcast, audio storytelling and editing will be covered. Ethical and legal aspects of broadcast communication and radio journalism are also covered. An emphasis will be placed on producing content for public radio. Work will be produced for distribution on campus news media outlets.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JRN 111 NEWS MEDIA PRODUCTION AND EDITING****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** ENG 1A or ENG 1AH, or JRN 2

Those enrolled in this course participate in the student newspaper and website, the Lariat, as staff members. The course provides practical instruction in interviewing, reporting and editing for print and online publications as required to produce the campus news publications, including print and digital publications as well as emerging platforms. Aspects of interviewing, computer assisted reporting, copy editing, headline writing, photo editing and Associated Press (AP) Style are explored.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**JRN 112 NEWS MEDIA PRODUCTION,  
BLOGGING AND SOCIAL MEDIA**  
**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** ENG 1A or ENG 1AH, or JRN 2

Those enrolled in this course participate in the student newspaper and website, the Lariat, as staff members. The course provides practical instruction on news media production, blogging and social media. Students will produce blogs and utilize popular and emerging social media tools as part of the student online campus publications.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**JRN 125 MAGAZINE JOURNALISM**  
**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** ENG 1A or ENG 1AH or JRN 105, or ENG 3

Introduces distinctive elements of magazine journalism. Provides firsthand experience in the various phases of producing a magazine.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## KNEA-Kinesiology - Adapted

**KNEA 1 ADAPTED STRENGTH TRAINING**  
**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

Fitness class stressing strength, resistance training, and endurance exercises individualized to meet goals, precautions and contraindications related to student's ability. Designed for students that have participated in physical therapy, have chronic pain or permanent disability.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 1 ADAPTED STRENGTH TRAINING**  
**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

Fitness class stressing strength, resistance training, and endurance exercises individualized to meet goals, precautions, and contraindications related to student's ability. Designed for students that have participated in physical therapy, have chronic pain or permanent disability.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 3 ADAPTED CARDIOVASCULAR  
CONDITIONING**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

Fitness class stressing aerobic conditioning and cardiovascular fitness activities individualized to meet goals, precautions, and contraindications related to student's ability. Designed for students that have participated in physical therapy, have a chronic medical diagnosis, or permanent disability.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 3 ADAPTED CARDIOVASCULAR  
CONDITIONING**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

Fitness class stressing aerobic conditioning and cardiovascular fitness activities individualized to meet goals, precautions, and contraindications related to student's ability. Designed for students that have participated in physical therapy, have a chronic medical diagnosis, or permanent disability.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 4 ADAPTED STRETCHING AND CORE  
TRAINING**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

Fitness class stressing flexibility and core strengthening exercises individualized to meet goals, precautions and contraindications related to student's ability. Designed for students that have participated in physical therapy, have chronic pain or permanent disability.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 4 ADAPTED STRETCHING AND CORE  
TRAINING**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

Fitness class stressing flexibility and core strengthening exercises individualized to meet goals, precautions and contraindications related to student's ability. Designed for students that have participated in physical therapy, have chronic pain or permanent disability.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 5 ADAPTED SWIMMING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Consists of swimming and modified swim techniques to improve strength, flexibility and cardiovascular condition. Designed for those that have participated in therapy, rehabilitation, have chronic medical diagnosis, or any cognitive, behavioral, and/or physical disabilities. Adaptive equipment may include flotation devices such as AquaJoggers, pull buoys, and velcro straps. Teaching methods are adapted to meet individualized needs. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 5 ADAPTED SWIMMING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Consists of swimming and modified swim techniques to improve strength, flexibility and cardiovascular condition. Designed for those that have participated in therapy, rehabilitation, have chronic medical diagnosis, or any cognitive, behavioral, and/or physical disabilities. Adaptive equipment may include flotation devices such as AquaJoggers, pull buoys, and velcro straps. Teaching methods are adapted to meet individualized needs. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 6 ADAPTED SPORTS****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Introduction to sports including basketball, soccer, floor hockey, softball, bocce ball, and dodgeball. Designed for individuals with any cognitive, behavioral, and/or physical disabilities who need assistance and equipment adaptations in activities and sports. Teaching methods and rules of the game are adapted to meet individualized needs. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 7 ADAPTED WATER EXERCISE AND AEROBICS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Consists of water exercise and aerobics to improve strength, flexibility and cardiovascular condition. Designed for those that have participated in therapy, rehabilitation, have chronic medical diagnosis, or any cognitive, behavioral, and/or physical disabilities. Adaptive equipment may include flotation devices for the trunk and extremities, ankle weights, aquatic dumbbells, and noodles. Teaching methods are adapted to meet individualized needs. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 7 ADAPTED WATER EXERCISE AND AEROBICS****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Consists of water exercise and aerobics to improve strength, flexibility and cardiovascular condition. Designed for those that have participated in therapy, rehabilitation, have chronic medical diagnosis, or any cognitive, behavioral, and/or physical disabilities. Adaptive equipment may include flotation devices for the trunk and extremities, ankle weights, aquatic dumbbells, and noodles. Teaching methods are adapted to meet individualized needs. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 8 ADAPTED OUTDOOR EDUCATION AND RECREATION****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

An introduction to outdoor education and recreation modified and designed for students that have participated in therapy, rehabilitation, have chronic medical diagnosis or any cognitive, behavioral, and/or physical disabilities. The class focuses on safety, outdoor fitness conditioning, and the basic skills needed to interact with the outdoor environment while participating in one or more outdoor activities, including but not limited to; stand up paddling, kayaking, sailing, surfing, hiking, rock climbing, and archery. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 9 ADAPTED YOGA****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Yoga class with poses that are individualized to meet goals, precautions, and contraindications related to student's ability. For example, the focus of some of the postures will include: postural alignment, flexibility, strength, endurance, and mobility. The use of props such as: bolsters, pillows, wedges, blankets, blocks, and straps are incorporated into the class to modify yoga poses according to the individual's needs. Furthermore, poses can be modified, i.e. using a chair or wheelchair (WC), if a student needs postural or balance support to participate in class. Includes breathing techniques for attention, focus, and relaxation. Designed for students with chronic pain, or any cognitive, behavioral or physical disabilities or whom have participated in physical therapy or rehabilitation. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 9 ADAPTED YOGA****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Yoga class with poses that are individualized to meet goals, precautions, and contraindications related to student's ability. For example, the focus of some of the postures will include: postural alignment, flexibility, strength, endurance, and mobility. The use of props such as: bolsters, pillows, wedges, blankets, blocks, and straps are incorporated into the class to modify yoga poses according to the individual's needs. Furthermore, poses can be modified, i.e. using a chair or wheelchair (WC), if a student needs postural or balance support to participate in class. Includes breathing techniques for attention, focus, and relaxation. Designed for students with chronic pain, or any cognitive, behavioral or physical disabilities or whom have participated in physical therapy or rehabilitation.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 107 SURVEY AND ASSESSMENT OF FITNESS****1.0 Unit 1.00 hour Lecture***Transfers: CSU*

Assessment of the physical condition of the disabled student which includes testing and evaluation of muscular strength and endurance, flexibility, body composition, cardiovascular endurance, skill-related fitness, and aquatic ability. Personality factors will be studied to learn more about stress reduction and lifestyle changes. Information regarding nutrition, weight management, and a personal program for lifetime fitness will be presented. Different testing and assessment techniques will be used in this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES-Kinesiology****KNES 1 CARDIOVASCULAR CONDITIONING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

A multifaceted approach to cardiovascular fitness using aerobic and anaerobic conditioning as a way of developing and maintaining health. Access to treadmills, recumbant bikes, elliptical. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 151 INTRO TO THERAPY AND CAREER EXPLORATION OF REHABILITATION****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Designed to provide information and practical experience to students pursuing a career in physical therapy, occupational therapy, recreation therapy, adapted physical education, speech pathology or other health care fields that work with special populations. Also offered as HSC 151. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNEA 300NC ADAPTED STRENGTH TRAINING****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Fitness class stressing strength, flexibility, and cardiovascular endurance. Designed for students that have participated in physical therapy, have a chronic medical diagnosis, or permanent disability (formerly KNEA 300).

Grading Method: NC - Noncredit  
NR

**KNEA 310NC ADAPTED WATER EXERCISE AND SWIMMING****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Consists of mobility, balance, gait training, strengthening, cardiovascular conditioning, flexibility, range of motion exercises, and modified swimming. Designed for those that have participated in therapy, rehabilitation, have chronic medical diagnoses or permanent disabilities (formerly KNEA 310).

Grading Method: NC - Noncredit  
NR

**KNES 1 CARDIOVASCULAR CONDITIONING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

A multifaceted approach to cardiovascular fitness using aerobic and anaerobic conditioning as a way of developing and maintaining health. Access to treadmills, recumbant bikes, elliptical. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 2 STRENGTH TRAINING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Focuses on improving strength through individualized training programs. Suited for men and women interested in improving strength, power, and athletic performance. Includes physiology of strength training; equipment and safety considerations; sport specific training; program design for power, strength, and techniques of lifting; and nutrition for optimal performance. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 3 CIRCUIT WEIGHT TRAINING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Calisthenics and resistance training by rotation of exercises to optimize aerobic and anaerobic conditioning. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 3 CIRCUIT WEIGHT TRAINING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Calisthenics and resistance training by rotation of exercises to optimize aerobic and anaerobic conditioning. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 4 BEGINNING WEIGHT LIFTING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Basic skills and methods used in weight lifting. Free weights and machines will be used to develop lean muscle and decrease body fat. Individual workout program on resistance exercise equipment. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 4 BEGINNING WEIGHT LIFTING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Basic skills and methods used in weight lifting. Free weights and machines will be used to develop lean muscle and decrease body fat. Individual workout program on resistance exercise equipment. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 5 INTERMEDIATE WEIGHT LIFTING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 4

Principles and techniques for students interested in weight lifting for increased muscle strength in sports activities or competition. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 5 INTERMEDIATE WEIGHT LIFTING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 4

Training principles and theories in weight lifting for students interested in sports activities and competition. Emphasis on resistance machines, free weights, and additional equipment such as medicine balls and kettle bells. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 6 ADVANCED WEIGHT LIFTING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 5

Advanced weight lifting and conditioning for sports activity and competition. Power lifting on free weights, resistance machines, and use of additional equipment. Focus is on maximizing muscle development through advanced training principles. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 6 ADVANCED WEIGHT LIFTING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 5

Advanced instruction and sport specific practice in the techniques of developing muscle strength and endurance for maximizing performance. Power lifting, resistance machines, free weights, and additional equipment will be utilized. Advanced training, principles, and theories. Students are limited to a combined total of four enrollments in KNES 4, 5, and 6.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 7 STEP TRAINING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Aerobic development through coordinated stepping movements. Suitable for beginning through conditioned athletes. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 8 BEGINNING CARDIO KICKBOXING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduces the student to basic knowledge and skills in cardio kickboxing. Provides students with a safe and effective cardiovascular workout that utilizes basic skills from sports, kickboxing, and self-defense, combined with constant aerobic movement. Emphasis is placed on beginning level combinations. Students are limited to a combined total of four enrollments in KNES 8 and 16. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 8 BEGINNING CARDIO KICKBOXING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Introduces the student to basic knowledge and skills in cardio kickboxing. Provides students with a safe and effective cardiovascular workout that utilizes basic skills from sports, kickboxing, and self-defense, combined with constant aerobic movement. Emphasis is placed on beginning level combinations. Students are limited to a combined total of four enrollments in KNES 8 and 16. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 9 STRETCHING, FLEXIBILITY, AND CONDITIONING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Techniques and application of safe stretching, breathing, body alignment, and muscle conditioning exercises for increased muscle tone and core training. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 9 STRETCHING, FLEXIBILITY, AND CONDITIONING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Techniques and application of safe stretching, breathing, body alignment, and muscle conditioning exercises for increased toning and core training. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 10 CROSS TRAINING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Develops aerobic fitness by concurrently training in two or more dynamic endurance activities such as (walking, jogging, hiking, stationary biking or stepping) combined with anaerobic exercise (strength training and short exertion, high intensity movement). Multi-use aerobic activities plus anaerobic exercises to produce a cross training effect. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 10 CROSS TRAINING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Develops aerobic fitness by concurrently training in two or more dynamic endurance activities such as (walking, jogging, hiking, stationary biking or stepping) combined with anaerobic exercise (strength training and short exertion, high intensity movement). Multi-use aerobic activities plus anaerobic exercises to produce a cross training effect. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 15 INTERMEDIATE CYCLING AND SPINNING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 19

Designed to increase the student's knowledge and skills in cycling/spinning. Emphasis on intermediate level cycling techniques including standing climbs, jumps, and sprints, used to improve muscular endurance and cardiovascular fitness. Students are limited to a combined total of four enrollments in KNES 15 and 19. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 16 INTERMEDIATE CARDIO KICKBOXING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 8

Designed to increase the student's knowledge and skills in cardio kickboxing. Provides students with a safe and effective cardiovascular and muscular endurance workout that utilizes skills from sports, kickboxing, and self-defense, combined with constant aerobic movement. Emphasis is placed on intermediate level combinations and muscular endurance training exercises. Students are limited to a combined total of four enrollments in KNES 8 and 16. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 17 BEGINNING BOWLING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduction of bowling rules, strategy, etiquette and skills. Basic stance, approach, release and delivery. Participation in a league bowling situation. Students are limited to a combined total of four enrollments in KNES 17 and 18. Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**KNES 18 INTERMEDIATE BOWLING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 17

Intermediate techniques, skills, and strategies of bowling. Participate in bowling league situations. Educational experience by supervised repetition and practice to develop skills. Students are limited to a combined total of four enrollments in KNES 17 and 18.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 19 BEGINNING CYCLING AND SPINNING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduces the student to basic knowledge and skills in cycling/spinning. Develops an appreciation of cycling/spinning as a lifetime sport and means of developing and maintaining muscular endurance and cardiovascular fitness. Students are limited to a combined total of four enrollments in KNES 15 and 19.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 19 BEGINNING CYCLING AND SPINNING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Indoor cycling/spinning class that introduces the student to basic knowledge and skills using interval training to improve muscular and cardiovascular fitness. Students are limited to a combined total of four enrollments in KNES 15 and 19.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 20 BEGINNING GOLF I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Beginning fundamentals of golf skills including rules, etiquette, and terminology. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 21 BEGINNING GOLF II****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 20

Progression of beginning skills, strategy, and individual stroke analysis. Refinement of beginning game. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 22 INTERMEDIATE GOLF****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 21

Techniques of various strategic golf shots to increase overall success in the game. Students provide golf clubs. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 23 ADVANCED GOLF****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 22

Fundamental errors in golf analyzed and match play arranged by ability or handicaps. Students provide golf clubs and furnish their own transportation to the golf course. Students are limited to a combined total of four enrollments in KNES 20, 21, 22, and 23.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 24 BEGINNING TENNIS I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Learn basic strokes for playing singles and doubles games. Students provide racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 24 BEGINNING TENNIS I****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Learn basic strokes for playing singles and doubles games. Students provide racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 25 BEGINNING TENNIS II****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 24

Instruction refining tennis skills and game strategy. Students provide racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 25 BEGINNING TENNIS II****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 24

Instruction refining tennis skills and game strategy. Students provide racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 26 INTERMEDIATE TENNIS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 25

Tennis stroke analysis, singles and doubles play, strategy and match play. Students provide racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 26 INTERMEDIATE TENNIS****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 25

Tennis stroke analysis, singles and doubles play, strategy and match play. Students provide racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 27 ADVANCED TENNIS****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 26

Advanced tennis techniques, playing strategy, match play, singles, doubles and mixed doubles. Students provide own racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 27 ADVANCED TENNIS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 26

Advanced tennis techniques, playing strategy, and match play, singles, doubles and mixed doubles. Students must provide own racquet and can of tennis balls. Students are limited to a combined total of four enrollments in KNES 24, 25, 26, and 27.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 28 BEGINNING YOGA****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Gentle yoga exercises focus on correct postural alignment, balance, joint flexibility, and muscle toning. Breathing techniques for stress reduction, calmness, and clarity. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 28 BEGINNING YOGA****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Gentle yoga exercises focus on postural alignment, balance, joint flexibility, and muscle toning. Includes breathing techniques for stress reduction, calmness, and clarity. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 29 INTRODUCTION TO TAI CHI CH'UAN****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduction to fundamental principles and basic movements of the ancient Taoist art. Special emphasis is given to the development of balance, harmony, and physical strength through the discipline of slow, fluid movements. Students are limited to a combined total of four enrollments in KNES 29, 37, and 98.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 31 MUSCLE TONING FOR WOMEN****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Introduction to principles of muscle toning and resistance training. Development of individual programs for muscle endurance and strength using free weights and machines. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 31 MUSCLE TONING FOR WOMEN****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduction to the principles of muscle toning and resistance training. Development of individual programs for muscle endurance and strength using free weights and machines. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 33 BEGINNING SURFING I****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Must pass swim test

Introduces students to the history and globalization of surfing, fundamental principles of surfboard design, and equipment options. Students will learn basic knowledge related to ocean safety, surf conditions, and surfing etiquette. An emphasis will be placed on beginning-level surfing skills and techniques. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36.

Grading Method: GR - Letter Grade or Pass/No Pass

NR



### **KNES 34 BEGINNING SURFING II - SHORTBOARDING**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Must pass swim test

**Recommended Preparation:** KNES 33

Secondary level surf class for experienced surfers with the knowledge and skills to become confident and competent in their surfing ability on a shorter surfboard in faster, steeper, waves. Basic ocean safety and first aid, surfing etiquette, negotiating big sets, paddling and dropping in to faster, steeper waves, and learning to maneuver a shortboard. Students must provide their own equipment. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 35 INTERMEDIATE SURFING**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Must pass swim test

**Recommended Preparation:** KNES 34

For the surfer who can negotiate waves and do basic turns on a consistent basis. Ocean knowledge such as currents, wave development, wind pattern, and ocean floor terrain. Short and longboard maneuvers as: Duck dive, cutback, "off the lip," roundhouse, sideslip, crossover, and walk to nose. Students provide own equipment. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 36 ADVANCED SURFING**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

**Limitation on Enrollment:** Must pass swim test

**Recommended Preparation:** KNES 35

For the advanced surfer interested in extreme maneuvers and competing at the collegiate level. Students provide own equipment. Students are limited to a combined total of four enrollments in KNES 33, 34, 35, and 36. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 37 INTERMEDIATE TAI CHI CH'UAN**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** KNES 29

Progressive course from the fundamental movements of the ancient Taoist art of Tai Chi. Intermediate forms, techniques, and principles to increase strength and balance through slow, fluid movements. Students are limited to a combined total of four enrollments in KNES 29, 37, and 98.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 38 INTERMEDIATE MAT PILATES**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** KNES 65

Intermediate progression of mat exercises emphasizing the principles of Joseph Pilates. Improvement of back strength, flexibility, and postural alignment by integration of physical and mental aspects of movement. Proper breathing techniques are emphasized. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 38 INTERMEDIATE MAT PILATES**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** KNES 65

Intermediate progression of mat exercises emphasizing the principles of Joseph Pilates. Improvement of back strength, flexibility, and postural alignment by integration of physical and mental aspects of movement. Proper breathing techniques are emphasized. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 39 INTERMEDIATE YOGA**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** KNES 28

Intermediate level course exploring the principles and practice of yoga. Emphasis is on postural work and vinyasa (flow) for improved body alignment, flexibility, balance, physical endurance, and muscle tone. Breathing techniques are integrated to enhance the mind-body connection, increase oxygen intake, and reduce stress. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 39 INTERMEDIATE YOGA**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** KNES 28

Intermediate level course exploring and integrating the principles and practice of yoga. Emphasis is on postural work and vinyasa (flow) for improved body alignment, flexibility, balance, physical endurance, and muscle tone. Breathing techniques are integrated to enhance the mind-body connection, increase oxygen intake, and reduce stress. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 40 ADVANCED YOGA****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 28

Blending the principles and practices of advanced yoga techniques for total body fitness. Practice will include yoga for flexibility and body balance, focusing on strength and cardiovascular training, and Pilates techniques to increase concentration and core stabilization. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 40 ADVANCED YOGA****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 28

Blending the principles and practices of various yoga techniques for total body fitness. Practice will include Yoga for flexibility and body balance, focusing on strength and cardiovascular training and Pilates techniques to increase concentration and core stabilization. Students are limited to a combined total of four enrollments in KNES 28, 39, 40, and DANC 28.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 41 SWIMMING FOR NONSWIMMERS****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Instruction and practice of the fundamental elements of swimming and diving and safety skills. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 41 SWIMMING FOR NONSWIMMERS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

A beginning course in the instruction and practice of the fundamental elements of swimming, diving, and safety skills. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 42 INTERMEDIATE SWIMMING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 41

Intermediate stroke techniques between beginner and advanced swimmer. Instruction in crawl stroke, breaststroke, side stroke, back crawl and elementary backstroke, treading, and safety skills. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 42 INTERMEDIATE SWIMMING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 41

Intermediate stroke techniques for beginner through advanced swimmers. Instruction in crawl stroke, breaststroke, side stroke, back crawl and elementary backstroke, treading, and safety skills. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 43 ADVANCED SWIMMING AND DIVING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 42

Techniques for refinement of advanced swimming and diving skills. Safety for lifesaving and elementary forms of rescue will be stressed. Field trips may be required. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 43 ADVANCED SWIMMING AND DIVING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 42

Techniques for advanced swimming and diving skills. Safety in regard to lifesaving and elementary forms of rescue. Field trips may be required. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 44 AQUATIC CONDITIONING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** Basic swimming ability

Aquatic workouts to improve physical fitness through swimming. Emphasis will be placed on endurance training for improved cardiovascular fitness. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 44 AQUATIC CONDITIONING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** Basic swimming ability

Swimming and water exercises to develop and maintain physical fitness. Emphasis will be placed on endurance training for improved cardiovascular fitness. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**KNES 47 LIFEGUARD TRAINING****2.0 Units 2.00 hours Lecture***Transfers: CSU, UC*

**Limitation on Enrollment:** Swim 300 yards continuously. Tread water for 2 min. using only the legs. Complete a timed event within 1 minute, 40 seconds: Starting in the water, swim 20 yards, surface dive to a depth of 7-10 feet to retrieve a 10-pound object; return to the surface and swim 20 yards on the back to return to the starting point; exit the water without using a ladder or steps.

**Recommended Preparation:** KNES 43

Instruction in lifeguard training and lifesaving techniques. Cardiopulmonary resuscitation, and basic first aid training that will facilitate successful completion of the American National Red Cross Lifeguard Training Certificate.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 49 AQUA AEROBICS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Instruction and practice in water aerobics exercise. Water resistance exercises for toning, trimming and firming skeletal muscles. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 49 AQUA AEROBICS****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Instruction and practice in water aerobics exercise. Water resistance exercises for toning, trimming and firming skeletal muscles. Students are limited to a combined total of four enrollments in KNES 41, 42, 43, 44, and 49.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 50 AEROBIC DANCE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Fitness course utilizing aerobic dance combinations and exercises performed to a variety of musical genres. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 50 AEROBIC DANCE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Fitness course utilizing aerobic dance combinations and exercises performed to a variety of musical genres. Students are limited to a combined total of four enrollments in KNES 1, 3, 7, 50, and DANC 77.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 51 INTRODUCTION TO KINESIOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introductory course to the interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in kinesiology will be discussed along with career opportunities in the areas of teaching, coaching, allied health, and fitness professions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: KIN 100

**KNES 52 FUNDAMENTALS OF HUMAN MOVEMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Basic scientific principles of human movement related to various forms of sport and exercise. Fundamentals of anatomy, exercise physiology, biomechanics, and motor control. Analyses of movements involved in various activities will be performed.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 53 INTRODUCTION TO ATHLETIC TRAINING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to the field of athletic training. Emphasis on prevention and care of injuries, evaluation of injuries, first aid and emergency care, and rehabilitation and reconditioning.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 54 PRINCIPLES AND FUNDAMENTALS OF COACHING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** KNES 53

A comprehensive introduction to the coaching profession. Emphasis is placed on coaching at the high school, elite club level, and includes youth, recreational, and intercollegiate sport programs. The primary goal is to develop and enhance student's knowledge and understanding of concepts and techniques of coaching.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 56 PRACTICUM IN ATHLETIC TRAINING - FALL SPORTS****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 53

Exposure to sports injuries unique to Fall intercollegiate athletics. Emphasis on recognition, rehabilitation and taping techniques to enable athletes to return to competition. Students will receive hands on experience and will be able to apply various techniques in the treatment of athletic injuries. Students are limited to a combined total of four enrollments in KNES 56 and 59.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 57 PEP SQUAD I****1.5 Units 4.50 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Competitive audition required**Recommended Preparation:** Previously competed on high school, community college, or 4-year college cheer or song team

Instruction, practice, and performing at college athletic events. Song and cheer technique development for routines in competition and at games. Choreography and formation development. Includes performing at special events. Students are limited to a combined total of four enrollments in KNES 57 and 58.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**KNES 58 PEP SQUAD II****1.5 Units 4.50 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Competitive audition required**Recommended Preparation:** KNES 57

Advanced instruction, practice, and performing at college athletic events. Song and cheer technique development for routines in camp competition and at games. Choreography and formation development. Includes performing at special events. Students are limited to a combined total of four enrollments in KNES 57 and 58.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**KNES 59 PRACTICUM IN ATHLETIC TRAINING -SPRING SPORTS****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 56

Exposure to sports injuries unique to Spring intercollegiate athletics. Emphasis on recognition, rehabilitation, and taping techniques to enable athletes to return to competition. Students will receive hands on experience and be able to apply various techniques in the care and prevention of athletic injuries. Students are limited to a combined total of four enrollments in KNES 56 and 59.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**KNES 60 ANATOMY AND FUNDAMENTALS OF YOGA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** KNES 28

An introduction to the core principles of Hatha Yoga, study of anatomical structures of body movements, and teaching techniques. Includes experiential application of the asanas.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**KNES 61 TEACHING OF YOGA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** KNES 28

Teaching techniques of yoga. Emphasis on variations, adjustments and modifications of basic yoga poses for teaching different levels in various settings. Focus on developing skills for instructing yoga, including verbal cueing, anatomically supportive sequences, and stress management techniques for healthier lifestyles.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**KNES 62 PHILOSOPHY OF YOGA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to the philosophy of yoga through history, development of the asanas, and traditional texts. Major lineages of yoga and related practices will be covered, with a focus on the integration of these ideas in contemporary teaching.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**KNES 63 BEGINNING ROCK CLIMBING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Fundamentals of rock climbing with emphasis on the technical principles of climbing, proper equipment, rope use and knot-tying. Course will also cover environmental concerns with a strong emphasis placed on safety. Students are limited to a combined total of four enrollments in KNES 63, 88, and 89.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**KNES 65 INTRODUCTION TO MAT PILATES****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Fundamentals of mat exercise emphasizing the principles of Joseph Pilates. Exercises to improve abdominal and back strength, flexibility, and postural alignment. Pilates involves integrating the physical and mental aspects of movement to correct imbalances in the body.

Enhancement in any movement-based program, such as dance, sports, or exercise programs Proper breathing techniques are emphasized. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 65 INTRODUCTION TO MAT PILATES****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Fundamentals of mat exercise emphasizing the principles of Joseph Pilates. Exercises to improve abdominal and back strength, flexibility, and postural alignment. Pilates involves integrating the physical and mental aspects of movement to correct imbalances in the body.

Enhancement in any movement-based program, such as dance, sports, or exercise programs. Proper breathing techniques are emphasized. Students are limited to a combined total of four enrollments in KNES 9, KNES/DANC 38, DANC 63, and KNES/DANC 65.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 66 CORE TRAINING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Training for core strength, coordination, balance, quickness, and agility. Resistance tubes, fitness balls, and medicine balls used to maximize training for muscle enhancement to maximize performance. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 66 CORE TRAINING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Training to improve core strength, coordination, balance, quickness, and agility. Use of medicine balls, resistance bands, and fitness ball training for muscle enhancement to maximize performance. Students are limited to a combined total of four enrollments in KNES 2, 10, 31, and 66.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 68 WALKING FOR FITNESS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** Students should be able to complete a 1.0 mile walk within 20 minutes.

Basic concepts and techniques of walking for fitness, with a progressive training program for students of all ages and skill levels. Course may include off campus walks. Students are limited to a combined total of four enrollments in KNES 68, 69, and 86.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 69 TRAIL HIKING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** Students should be able to complete a 1.0 mile walk within 20 minutes. Introduction to hiking on trails, safety concerns, etiquette, and hiking essentials to achieve lifelong fitness outdoors. Exploration of scenic trails including the coast, canyons, parks, hills, and open space areas. Trails are off-campus and students must provide their own transportation. Students are limited to a combined total of four enrollments in KNES 68, 69, and 86.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 70 BASKETBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Instruction and practice in basic basketball fundamentals. Development of various methods of individual and team play. Students are limited to a combined total of four enrollments in KNES 70 and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 70 BASKETBALL****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Basic basketball fundamentals and practice. Development of various methods of individual and team play. Students are limited to a combined total of four enrollments in KNES 70 and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 71 ADVANCED BASKETBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 70

Advanced basketball instruction for those who have competed on an intercollegiate team or its equivalent. Offensive and defensive skills as well as advanced strategies will be stressed. Recommended for kinesiology majors and those interested in intercollegiate competition. Students are limited to a combined total of four enrollments in KNES 70 and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 71 ADVANCED BASKETBALL****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 70

Advanced basketball skills for those who have competed on an intercollegiate team or its equivalent. Offensive and defensive skills as well as advanced strategies will be stressed. Recommended for kinesiology majors and those interested in intercollegiate competition. Students are limited to a combined total of four enrollments in KNES 70 and 71.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



**KNES 72 BEGINNING SOCCER****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Basic fundamentals of individual play such as dribbling, heading, shooting, trapping, passing, defensive tactics, and knowledge of rules. Students are limited to a combined total of four enrollments in KNES 72, 73, and 175.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 72 BEGINNING SOCCER****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Basic fundamentals of individual play such as dribbling, heading, shooting, trapping, passing, and defensive tactics, and knowledge of rules. Students are limited to a combined total of four enrollments in KNES 72, 73, and 175.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 73 ADVANCED SOCCER****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 72

Advanced fundamentals of individual play such as dribbling, heading, shooting, trapping, passing, receiving, and defensive tactics, and knowledge of rules. Students are limited to a combined total of four enrollments in KNES 72, 73, and 175.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 73 ADVANCED SOCCER****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 72

Advanced fundamentals of individual play such as dribbling, heading, shooting, trapping, passing, defensive tactics, and knowledge of rules. Students are limited to a combined total of four enrollments in KNES 72, 73, and 175.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 76 BEGINNING VOLLEYBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduction to the basic skills of volleyball. Rules, strategy, skill practice, and class competition are included. Course is orientated to the beginning volleyball student. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 77 INTERMEDIATE VOLLEYBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 76

Intermediate skills and strategies of volleyball. Rules and skill practice in passing, setting, hitting, serving, blocking are included. Intermediate offense and defense systems of play. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 78 ADVANCED VOLLEYBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 77

Advanced skills course for playing competitive volleyball. Volleyball techniques, fast offense, court positioning, rolls, dives, and team strategy, both offensive and defensive. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 79 ADVANCED BASEBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** Participation on interscholastic team

Advanced baseball skills, techniques, and training for those who have competed on an interscholastic team or equivalent. Advanced strategies of offense and defense. Recommended for kinesiology majors and those interested in intercollegiate competition. Students are limited to a combined total of four enrollments in KNES 79 and 82.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 81 BEGINNING BEACH VOLLEYBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Introduction to beach volleyball. Rules, strategy, skill practice, and class competition are included. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 84 INTERMEDIATE BEACH VOLLEYBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 81

Intermediate level course with progressive skill development in beach volleyball. Competitive games played using offensive and defensive strategies, tactics, and techniques. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 85 ADVANCED BEACH VOLLEYBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 81

Advanced beach volleyball techniques and strategies with class competition. A progressive skill building class with emphasis on offensive and defensive strategies. Students arrange their own transportation to beach volleyball sites. Students are limited to a combined total of four enrollments in KNES 76, 77, 78, 81, 84, and 85. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 86 BACKPACKING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Principles and methods for safe and responsible skills in backpacking. Includes how to prepare a pack efficiently, trail etiquette, and risks associated with outdoor terrain and weather. Day backpacking at a local county park, an overnite backpacking trip, and an extended weekend experience in one of the National Parks or wilderness areas. Students are limited to a combined total of four enrollments in KNES 68, 69, and 86. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 88 INTERMEDIATE ROCK CLIMBING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 63

Intermediate skills of rock climbing with emphasis on the technical principles of bouldering, lead climbing, and top ropes. Students are limited to a combined total of four enrollments in KNES 63, 88, and 89. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 89 ADVANCED ROCK CLIMBING****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 88

Rock climbing with emphasis on the advanced principles and techniques for climbing any grade and different routes. Students are limited to a combined total of four enrollments in KNES 63, 88, and 89. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 90 BEGINNING SELF-DEFENSE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Techniques of basic self-defense recommended for both men and women. Students are limited to a combined total of four enrollments in KNES 90, 91, 93, 97, and 199. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 91 INTERMEDIATE SELF DEFENSE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 90

Provides intermediate instruction on how to effectively protect oneself by applying various self defense principles while emphasizing physical conditioning and personal confidence. Students are limited to a combined total of four enrollments in KNES 90, 91, 93, 97, and 199. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 93 BEGINNING KARATE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Designed to teach the basic art of Karate. Emphasizes mental and physical conditioning to develop coordination, balance, strength, speed, and power. Instruction in the history, philosophy, and psychology of Karate and the martial arts. Students are limited to a combined total of four enrollments in KNES 90, 91, 93, 97, and 199. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 97 INTERMEDIATE KARATE****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC***Recommended Preparation:** KNES 93

Provides intermediate instruction in traditional Karate, including second-level form, technique, and philosophy. Students are limited to a combined total of four enrollments in KNES 90, 91, 93, 97, and 199. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 98 INTRODUCTION TO QIGONG****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU, UC*

Qigong is a Chinese exercise form emphasizing posture, movement, breathing patterns, and awareness to liberate and direct life energy (Chi) through meridian pathways in order to promote maintenance and improvement of personal health. Students are limited to a combined total of four enrollments in KNES 29, 37, and 98. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 104 YOGA TRAINING STRESS MANAGEMENT AND MEDITATION****1.0 Unit 1.00 hour Lecture***Transfers: CSU*

Explores multiple techniques for guided meditation, with a focus on stress reduction. Techniques will be oriented towards working with both general and specialized populations, and will include basic psychology and physiology. Emphasis will be on integrating theories and principles into the practice and teaching of yoga. Hours can be applied toward Yoga Alliance continuing education requirements for yoga instructors. Grading Method: GR - Letter Grade or Pass/No Pass  
NR



### **KNES 105 MENTAL SKILLS FOR SPORTS PERFORMANCE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Psychological theories and research related to sport and exercise behavior. Introduces the field of sport and exercise psychology by providing a broad overview of the major topics in the area. An applied course with an emphasis on improving performance for athletes and individuals that pursue physical activity.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 107 FITNESS ASSESSMENT AND SURVEY**

**1.0 Unit 1.00 hour Lecture**

*Transfers: CSU*

Testing and assessment of fitness components, skill-related fitness, and aquatic ability. Information on nutrition, stress, weight management, and development of a personal program for lifetime fitness.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 110 THEORY AND TECHNIQUES OF PERSONAL TRAINING**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A comprehensive course introducing students to the theories, concepts, and techniques involved in various fitness, health, and wellness training programs. This course emphasizes integrative training techniques specifically focused on cardiovascular fitness, resistance training, and functional programming. Additional topics include psychological and social behaviors, connection between the mind and body, nutrition, disease prevention, and injury care. Students will be required to design a personal fitness, health, and wellness program. Course prepares students to further their certification with the American Council of Exercise (ACE). Recommended to be taken concurrently with KNES 112. (formerly KNES 210)

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 112 THE PROFESSION OF PERSONAL TRAINING**

**2.0 Units 2.00 hours Lecture**

*Transfers: CSU*

This course introduces students to the profession of personal training. It covers such topics as, scope of practice, business fundamentals, professional responsibilities, and legal guidelines. Students will learn how to build rapport and communicate with clients. Off-campus trips may be required. Course prepares students to further their certification with the American Council of Exercise (ACE) exam. Recommended to be taken concurrently with KNES 110. (formerly KNES 212)

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 121 COMPLEMENTARY AND ALTERNATIVE HEALTH PRACTICES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Explores a variety of complementary and alternative health practices originating from various cultures around the world. Students will be introduced to the historical backgrounds and philosophies, examine the associated research, benefits, precautions, and practical techniques, as well as investigate potential occupational opportunities. Students will also analyze how individuals and professionals in the fitness and wellness fields may benefit from such knowledge, techniques, and practices.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 175 FUTSAL-INDOOR SOCCER**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU*

Futsal/Indoor Soccer is a fast paced soccer game played 5v5 on hard court, grass and indoor surfaces. Designed for students with beginning Indoor Soccer/Futsal ability. Students will improve skills through the application of rules, theory, and study. Students will improve flexibility and endurance by participating in beginning Futsal/Indoor Soccer scrimmages and games. Students are limited to a combined total of four enrollments in KNES 72, 73, and 175.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 177 SPORTS OFFICIATING**

**2.0 Units 2.00 hours Lecture**

*Transfers: CSU*

Introduction to contest rules and the mechanics of officiating selected sports. Sport culture, rules, sportsmanship, and officiating guidelines.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **KNES 187 BEGINNING PICKLEBALL**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

*Transfers: CSU*

Pickleball is a court game that combines skills from tennis, ping pong, and badminton. This is a popular, fast-paced game played with a plastic "pickleball" and a composite paddle. Students are limited to a combined total of four enrollments in KNES 187, 188, and 190.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 188 INTERMEDIATE PICKLEBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU***Recommended Preparation:** KNES 187

Designed to refine fundamental pickleball skills while advancing in additional shots and strategies. Students will improve upon their serves, placement and use of intermediate-level shots, communication in doubles, and reduce number of unforced errors. Students are limited to a combined total of four enrollments in KNES 187, 188, and 190.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 190 ADVANCED PICKLEBALL****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU***Recommended Preparation:** KNES 188

Designed for students to progress to an advanced level of pickleball skills and strategies. Students will master serves, learn to use advanced shots, enhance competitive play by consistently varying shots, and minimize unforced errors. This course provides students with the opportunity to improve footwork, quickness of hands, and ability to move well with a partner in doubles. Students are limited to a combined total of four enrollments in KNES 187, 188, and 190.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 199 STREET MARTIAL ARTS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab***Transfers: CSU*

Practical application of martial arts techniques used to protect oneself in realistic physical confrontations and situations. Students are limited to a combined total of four enrollments in KNES 90, 91, 93, 97, and 199.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 207 TRAINING AND THEORY OF THE YOGIC ENERGY SYSTEM****1.0 Unit 1.00 hour Lecture**

Introduces students to the body's subtle energy system and further explores the 7 basic chakras (energy centers) within the body. This course will analyze ancient and modern techniques to awaken and balance this yogic energy system for life long health. Emphasis will be on integrating theories and techniques into the practice, and teaching, of yoga. Hours can be applied toward Yoga Alliance continuing education requirements for yoga instructors (formerly KNES 404; formerly KNES 204).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 220 HOLISTIC HEALTH - UNDERLYING MECHANISMS****3.0 Units 3.00 hours Lecture**

Designed to introduce students to foundational anatomical structures, basic principles of physiology, and behavioral connections through a holistic perspective. Emphasis will be placed on analyzing the systems of the body and use of holistic techniques for achieving and maintaining optimal health. Students will explore an integrative approach to the underlying mechanisms of performance and well being while promoting positive lifestyle changes. This course does not satisfy any Biology or Nursing program prerequisites.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 222 INTRODUCTION TO AYURVEDA****3.0 Units 3.00 hours Lecture**

Deemed the "Sister Science of Yoga," and translated as the "Science of Living," Ayurveda is a holistic healthcare system that has been practiced for over 5000 years. This course provides an overview of Ayurveda's historical roots, globalization, and modernization while introducing students to the foundational principles and key practices. Emphasis will be on the use of an ayurvedic approach to examine how nutrition, exercise, and lifestyle choices, as well as behavior, social, and environmental interactions, play a role in one's overall health, performance, and well-being. This course will also investigate how ayurveda can be integrated into various fitness and wellness professions.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 402 MYTHOLOGY OF YOGA****1.0 Unit 1.00 hour Lecture**

Explores Hindu and Buddhist mythology as it relates to traditional and contemporary yoga practices, with a focus on the role of deities in ritual, asana and meditation practice. Emphasis will be on integrating stories, theories and principles into the practice and teaching of yoga (including mantras and mudras). Hours can be applied toward Yoga Alliance continuing education requirements for yoga instructors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 403 TRAINING AND THEORY FOR RESTORATIVE YOGA****1.0 Unit 1.00 hour Lecture**

Restorative yoga blends the use of postural alignment, props, and relaxation techniques to promote optimal health and wellness. Students will explore the effects and benefits on various systems of the body. Emphasis will be on integrating theories and principles into the practice and teaching of restorative yoga. Hours can be applied toward Yoga Alliance continuing education requirements.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KNES 405 EXPLORING THE YOGA SUTRAS****1.0 Unit 1.00 hour Lecture**

Examination of the Yoga Sutras of Patanjali. The Sutras provide essential underpinning for modern practices of yoga, and explores key philosophical concepts. In this course, students will develop their understanding of the Sutras through self-reflective assignments and translations of key terms, focusing on both historical and contemporary applications. Eligible for Yoga Alliance continuing education credit.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KOR-Korean****KOR 1 ELEMENTARY KOREAN****5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** College-level reading ability

Designed to develop the fundamentals of communicative competence in daily spoken Korean. Emphasis is on reading and writing skills, as well as fundamental aspects of culture. Equivalent to two years high school Korean.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KOR 2 ELEMENTARY KOREAN****5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** KOR 1 or two years of high school Korean  
Designed to further the fundamentals of communicative competence in daily spoken Korean. Although the focus remains on listening comprehension and speaking; reading and writing skills will be expanded and customs and cultural achievements will be included.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KOR 3 INTERMEDIATE KOREAN****5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** KOR 2 or three years of high school Korean  
Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Korean cultures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KOR 4 INTERMEDIATE KOREAN****5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** KOR 3 or four years of high school Korean

Emphasizes fluency in speaking, reading, writing, and comprehension of Korean. Includes selected readings and discussions from the basic four genres in Korean and Korean-American literature, culture, and customs. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**KOR 21 INTRODUCTION TO KOREAN CULTURE****3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** College-level reading ability

Designed to provide a brief overview in English of the Korean culture. Areas of study include geography, history, literature, philosophy, religion, and customs of the Korean people. No prior study of the Korean language or culture is required.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**LIB-Library**

### **LIB 2H HONORS ADVANCED INFORMATION COMPETENCY, ONLINE SEARCHING**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** LIB 100

Advanced online research skills with special attention to the efficient and ethical use of information, particularly scholarly, statistical, and primary sources relevant to honors research projects. Exploration of the changing information technology used in the digital environment and its social and cultural impact on users. Emphasis on the construction of annotated bibliographies and literature reviews and effective search strategies for library catalogs, periodical databases, and collections of peer-reviewed journals. Evaluation of online information sources such as news sources, social media, and open access publications.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **LIB 100 BASIC INFORMATION COMPETENCY SKILLS, LIBRARY RESEARCH**

**1.0 Unit 1.00 hour Lecture**

*Transfers: CSU*

Designed to provide the student with an understanding of print and electronic reference sources available in an academic library, as well as research skills that can be used to find information for papers, presentations, and other class assignments.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **MA-Medical Assisting**

### **MA 206 INTRODUCTION TO MEDICAL ASSISTING**

**3.0 Units 3.00 hours Lecture**

This course covers basic concepts in medical assisting including the role of the medical assistant, career pathways, job duties, professionalism and the essential skills required to work in a physician's office or medical clinic. The course identifies members of the healthcare team, medical specialties and current topics impacting the delivery of quality patient care. Important ethical and legal considerations impacting patient care including cultural diversity, safety, injury and infection prevention. Students learn about the healthcare continuum, nutrition and emergency preparedness. Students are recommended to take this course during the first semester, prior to entering the medical assistant pathways. Letter Grade Only.

Grading Method: GN - Letter Grade only  
NR

### **MA 211B PHYSICAL-EXAMINATION PROCEDURES**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Teaches concepts and skills required for work in the medical back office including data collection, documentation, recording the chief complaint, identification of applicable codes, performance of clinical skills including manual blood pressure, vital signs, patient measurements for infants, pediatrics, adult and geriatric patients, considerations for working with culturally diverse and, special circumstances, legal and ethical considerations, patient education. Set up for patient exams including: physical exam, preemployment, vision, hearing, male and female health, age related considerations. Patient education, diagnostic imaging, physical therapy procedures, safety and the role of the medical assistant in the physicians' office or clinic. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

### **MA 212B MEDICAL OFFICE LABORATORY PROCEDURES**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Students develop competency related to clinical laboratory procedures performed in the medical office including accurate specimen collection, patient preparation, performance of Point of Care Testing, equipment calibration, regulatory compliance including OSHA, CLIA and CDC guidelines. Students identify method of specimen collection, amount, lab testing and normal versus abnormal values. Students perform and demonstrate competency related to safe specimen collection including venipuncture and capillary puncture, performance of urine procedures, and collection and handling of body fluids for testing and culture in compliance with regulatory and industry standards.

Grading Method: GN - Letter Grade only  
NR

### **MA 213B MEDICAL ASEPSIS AND SURGICAL PROCEDURES**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** HSC 104 and MA 211B

Students learn medical-office clinical skills, infection prevention, regulatory safety standards and skills for work in a physician's office or ambulatory clinic using medical and surgical aseptic techniques, performance of bandaging, wound care, surgical tray set up, disinfection and sterilization of equipment. Students identify instruments for used for surgical a variety of minor office surgical procedures. Scheduling recommendations: students should take MA 206, MA 280 and HSC 104 before enrolling in this course.

Grading Method: GN - Letter Grade only  
NR

### **MA 214B MEDICATION ADMINISTRATION PROCEDURES**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Instruction on pharmacology, math calculations, anatomy, physiology, equipment, aseptic and sterile technique, patient care and education, emergency procedures, injections, skin testing and medication by inhalation. Meets state requirements for medical assisting injection training and skills.

Grading Method: GN - Letter Grade only

NR

### **MA 217A MEDICAL ASSISTING CLINICAL EXPERIENCE--ADMINISTRATIVE**

**3.0 Units 10.00 hours Lab**

**Limitation on Enrollment:** Enrollment requires: 1) completion of all administrative medical assistant program requirements 2) health screening physical examination and immunizations 3) Basic Cardiac Life Support Certificate (BLS) 4) Proof of Medical Liability Insurance 5) Background clearance and drug screening

**Recommended Preparation:** Completion of all required didactic courses for the Administrative Medical Assistant Certificate.

Students complete 166 hours of supervised directed practice in a physician's office demonstrating administrative medical assistant skills essential for employment, including computer skills, EHR, reception techniques, insurance, billing and financial procedures. C grade or higher in requisite courses. Requires purchase of a uniform. Background check, drug clearance, and medical malpractice insurance purchased through an approved vendor only, CPR-BLS with AED certification; Proof of immunization, vaccinations and health clearance required. Requires APC for registration. Students earn a Certificate of Achievement in Administrative Medical Assisting. Meets California Certification Board for Medical Assistant Certification Examination requirements.

Grading Method: GN - Letter Grade only

NR

### **MA 217B MEDICAL ASSISTING CLINICAL EXPERIENCE CLINICAL**

**3.0 Units 10.00 hours Lab**

**Limitation on Enrollment:** Enrollment requires: 1) completion of all clinical medical assistant program requirements 2) health screening physical examination and immunizations 3) Basic Cardiac Life Support Certificate (BLS) 4) Proof of Medical Liability Insurance Coverage

**Limitation on Enrollment:** Completion of all onboarding requirements including background clearance and drug screening

**Recommended Preparation:** Completion of all required didactic courses for the Clinical Medical Assistant Certificate.

Students complete 166 hours of supervised, directed practice demonstrating clinical medical assisting skills in a medical office or clinic. Emphasis on safety, infection prevention, regulatory compliance, professionalism, communication, cultural awareness, prioritization, office workflow, patient preparation and equipment set up to assist the physician with examinations, minor office surgery, data collection, measurements, vital signs, diagnostic testing, ECG's, PFT's, medication administration and patient rights, injections, venipuncture, capillary puncture, specimen collection, handling, bloodborne pathogens. Meets CCBMA, CA Med Board requirements for capillary puncture, injections and venipuncture skills training hours.

Grading Method: GN - Letter Grade only

NR

### **MA 217C MEDICAL-ASSISTING CLINICAL EXPERIENCE COMPREHENSIVE**

**3.0 Units 10.00 hours Lab**

**Limitation on Enrollment:** Completion of: 1) all didactic courses in the comprehensive medical assistant program, 2) Health screening physical examination and immunizations, 3) Basic Cardiac Life Support Certificate (BLS), 4) Proof of Medical Liability Insurance, and 5) Background clearance and drug screening

**Recommended Preparation:** Completion of all didactic courses in the comprehensive medical assistant program. This culminating course requires students to complete 166 hours of supervised directed practice in a medical office or clinic to demonstrate administrative and clinical medical assisting skills. Purchases from vendors may include: background check, drug screen, immunizations, health clearance exam, medical malpractice insurance and uniforms; requires CPR-BLS AED, Meets CCBMA, Medical Board CA, requirements for capillary puncture, injections, venipuncture. APC is required to enroll.

Grading Method: GN - Letter Grade only

NR

**MA 218B ELECTROCARDIOGRAPHY FOR THE MEDICAL ASSISTANT****3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Course designed to provide instruction and skills related to diagnostic testing of the cardiopulmonary system. Emphasis on the cardiopulmonary system, anatomy, physiology and the relationship to pathophysiology. Students learn how to prepare the patient and perform skills essential to diagnostic testing in the physician's office. Course is lecture lab with emphasis on skills demonstration.

Grading Method: GN - Letter Grade only

NR

**MA 224A BASICS OF MEDICAL INSURANCE, BILLING AND REIMBURSEMENT****3.0 Units 3.00 hours Lecture**

Introduces students to the basics of medical insurance and billing. Covers physician fees, insurance plans, methods of payment, credit and collections and banking procedures used in the medical office and ambulatory healthcare settings. Covers terminology related to banking, billing, collections, claims, insurance and reimbursement.

Grading Method: GN - Letter Grade only

NR

**MA 280 HEALTHCARE ORGANIZATION PRACTICES****3.0 Units 2.00 hours Lecture 3.00 hours Lab**

Provides training and instruction on essential skills required to work in the medical office or healthcare setting using computers to simulate data entry, ergonomics, communication skills, patient registration, appointment scheduling, creation of the patient account, electronic health record, written correspondence and essentials of the patient record, students learn effective communication techniques, telephone skills and soft skills, students are introduced to the structure of the medical office, workflow and methods of healthcare delivery and information.

Grading Method: GN - Letter Grade only

NR

**MA 282 FUNDAMENTALS OF MEDICAL PRACTICE CODING****3.0 Units 3.00 hours Lecture 1.00 hour Lab**

Provides instruction and practice on financial procedures, insurance, billing, collections and coding practices used in medical offices, outpatient, ambulatory and hospital settings. Introduces Current Procedural Terminology (CPT), Healthcare Common Procedure Coding System (HCPCS), and International Classification of Diseases (ICD) procedural principles. Covers relationship between coding, reimbursement, collections, insurance, administrative procedures and billing.

Grading Method: GN - Letter Grade only

NR

**MATH-Mathematics****MATH 2 PRE-CALCULUS MATHEMATICS****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 124 with a "C" or better

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

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**MATH 3A ANALYTIC GEOMETRY AND CALCULUS****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or MATH 2 with a "C" or better.

A first course in differential and integral calculus of a single variable: functions; limits and continuity; techniques and applications of differentiation and integration; Fundamental Theorem of Calculus. Credit may be earned in MATH 3A or 3AH, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: MATH 210

**MATH 3AH HONORS ANALYTIC GEOMETRY AND CALCULUS****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or MATH 2 with a "C" or better

A first course in differential and integral calculus of a single variable: functions; limits and continuity; techniques and applications of differentiation and integration; Fundamental Theorem of Calculus. This is the Honors version of Math 3A. It covers the above topics in a more thorough and rigorous manner than 3A and introduces students to proof-writing techniques.

Credit may be earned in MATH 3A or 3AH, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: MATH 210



### **MATH 3B ANALYTIC GEOMETRY AND CALCULUS**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** MATH 3A or MATH 3AH with a "C" or better

A second course in differential and integral calculus of a single variable: integration; techniques of integration; infinite sequences and series; polar and parametric equations; applications of integration.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: MATH 220

### **MATH 3C ANALYTIC GEOMETRY AND CALCULUS**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** MATH 3B

Vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stokes' Theorem, divergence theorem.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: MATH 230

### **MATH 8 COLLEGE ALGEBRA FOR BRIEF CALCULUS**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or MATH 253 with a "C" or better

College-level course in algebra that also provides sufficient preparation for success in a brief calculus course. Covers polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations and inequalities; theory of polynomial equations.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: Math 150

### **MATH 10 INTRODUCTION TO STATISTICS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better

This course teaches students how to use hypothesis testing and predictive techniques to facilitate decision-making. Students apply statistical methods and technology to study problems in a variety of disciplines including business, social sciences, psychology, life science, health science, and education.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: MATH 110

### **MATH 11 A BRIEF COURSE IN CALCULUS**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or MATH 8 with a "C" or better

Presents a study of the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: MATH 140

### **MATH 14 MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS**

**5.0 Units 5.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or completion of college-level Intermediate Algebra or an equivalent course with a "C" or better.

Focuses on the development of quantitative reasoning skills through in-depth, activity-based explorations of topics in mathematics, including real numbers systems, subsystems, geometric concepts in two- and three-dimensional space, and descriptive statistics. Emphasis is on comprehension and analysis of mathematical concepts and applications of logical reasoning.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **MATH 24 ELEMENTARY DIFFERENTIAL EQUATIONS**

**4.0 Units 4.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** MATH 3B

An introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and techniques for obtaining solutions, including, series solutions, and singular points, Laplace transforms and linear systems.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: MATH 240



**MATH 26 INTRODUCTION TO LINEAR ALGEBRA****4.0 Units 4.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** MATH 3B

Develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MATH 250

**MATH 30A COMPUTER DISCRETE MATHEMATICS I****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** MATH 2 and CS 1A

This course is designed primarily for computer science majors. Areas of study include logic, proofs, basic structures, algorithms, integers, matrices, induction, recursion, counting principles, discrete probability, inclusion-exclusion, and graphs and trees. This course is also listed as CS 30A; credit will be given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: COMP 152

**MATH 30B COMPUTER DISCRETE MATHEMATICS II****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** CS 30A or MATH 30A

This course is designed primarily for computer science majors. Major topics include propositional logic, proofs, recursion, combinatorics, probability, number theory, relations, graphs, trees, Boolean algebra, and modeling computation. This course is also listed as CS 30B; credit will be given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MATH 103 MATHEMATICAL IDEAS****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:**

Placement by the current assessment process or completion of college-level Beginning Algebra or an equivalent course with a "C" or better.

Develop an appreciation for the power and art of mathematics through an exploration of historical number systems, financial literacy, probability, statistics, and a variety of real-world applications.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MATH 124 TRIGONOMETRY****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** Placement by the current assessment process or MATH 253 with a "C" or better.

Trigonometric functions with emphasis on both the unit circle and the right triangle methodologies.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MATH 208S SUPPORT FOR MATH 8****2.0 Units 2.00 hours Lecture****Prerequisite:** Placement by the current assessment process**Corequisite:** MATH 8

A supplemental math course taught in conjunction with Math 8. Designed to help students succeed in Math 8 by providing instructional support and just-in-time remediation of core prerequisite skills. Pass/No Pass only. Passing Math 208S is contingent on passing Math 8 with a C or better.

Grading Method: PN - Pass/No Pass  
NR

**MATH 210S SUPPORT FOR MATH 10****2.0 Units 2.00 hours Lecture****Prerequisite:** Placement by the current assessment process.**Corequisite:** MATH 10

A supplemental math course taught in conjunction with Math 10. Designed to help students succeed in Math 10 by providing instructional support and just-in-time remediation of core prerequisite skills. Pass/No Pass only. Passing Math 210S is contingent on passing Math 10 with a C or better.

Grading Method: PN - Pass/No Pass  
NR

**MATH 224S SUPPORT FOR MATH 124****2.0 Units 2.00 hours Lecture****Prerequisite:** Placement by the current assessment process.**Corequisite:** MATH 124

A supplemental math course taught in conjunction with Math 124. Designed to help students succeed in Math 124 by providing instructional support and just-in-time remediation of core prerequisite skills. Pass/No Pass only. Passing Math 224S is contingent on passing Math 124 with a C or better.

Grading Method: PN - Pass/No Pass  
NR

**MATH 253 INTERMEDIATE ALGEBRA****5.0 Units 5.00 hours Lecture**

**Prerequisite:** Placement by the current assessment process or MATH 353 with a "C" or better.

A second course in algebra that thoroughly covers the algebraic skills needed for success in advanced mathematics. Intended only for students who want a review of high school algebra 2 concepts before moving on to college algebra or trigonometry. Topics include polynomials, rational expressions, exponents, radicals, logarithms, inequalities, functions, and complex numbers.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MATH 253S SUPPORT FOR INTERMEDIATE ALGEBRA****2.0 Units 2.00 hours Lecture**

**Prerequisite:** Placement by the current assessment process.

**Corequisite:** MATH 253

A supplemental math course taught in conjunction with Math 253. Designed to help students succeed in Math 253 by providing instructional support and just-in-time remediation of core prerequisite skills. Pass/No Pass only. Passing Math 253S is contingent on passing Math 253 with a C or better.

Grading Method: PN - Pass/No Pass  
NR

**MATH 351 PRE-ALGEBRA MATHEMATICS****3.0 Units 3.00 hours Lecture**

Designed for those needing a rapid review of arithmetic before taking a more advanced course. The fundamentals of arithmetic computations with whole numbers and decimals will be discussed very briefly. Computations with fractions and integers will be covered in depth. Problem solving techniques involving ratio, proportion, percent, geometric formulas, and linear algebraic equations will be applied to real world situations.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MATH 353 BEGINNING ALGEBRA****5.0 Units 5.00 hours Lecture**

**Prerequisite:** Placement by the current assessment process or MATH 351 with a "C" or better

A first course in algebra. Intended only for students who have not taken high school algebra 1 or would like a refresher course on elementary algebra concepts. Topics include first degree equations, special products, factoring, and quadratic equations.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MFG-Manufacturing Technology****MFG 200 INTRODUCTION TO RAPID PROTOTYPING TECHNOLOGY****3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** ARCH/DR 50 and MFG 204

A comprehensive study of rapid prototyping (RP) and Additive Manufacturing (AM). Primary topics will include prototype fundamentals, terminology, machine technology, advantages vs. disadvantages of various technologies, materials and finishing for industry. Features applied laboratory activities in Additive Manufacturing and post-production finishing or processes on several different rapid prototyping machines.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MFG 201 ADVANCED CAD MODEL MAKING AND TOOLING****3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Prerequisite:** MFG 200

**Recommended Preparation:** ARCH/DR 50 and MFG 204

A comprehensive study of rapid prototyping (RP), additive manufacturing tooling, and secondary processes. Includes stereo lithography (SLA), fused deposition modeling (FDM), three dimensional printing (3DP), and multi-jet modeling (MJM) machine operations. Students apply advanced materials secondary processes and finishing for RP models, resin casting, vacuum forming, silicone mold making and composites. Activities include finishing on several rapid prototyping machines and secondary processing equipment. Magics RP will be used for tool creation and repair of STL files.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MFG 202 INDUSTRIAL MATERIALS****2.0 Units 2.00 hours Lecture**

Study of metals and non-metals common to industry; mining, physical and chemical properties and uses, lattice structure, alloy systems, mechanical tests and characteristics of strength, elasticity, ductility, malleability, heat treatment and surface coatings.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MFG 203 INTRODUCTION TO MANUFACTURING PROCESSES**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

Study of modern manufacturing techniques. The use of machine tools, testing devices, and inspection methods and the relation of design to production and assembly. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MFG 204 3D COMPUTER AIDED DESIGN - SOLIDWORKS**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

**Recommended Preparation:** DR/ARCH 50

Operation and application of modern computer-aided design using Solidworks. Includes development of 3D computer models from concept to rapid prototyping, component parts, drawings, and assemblies.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MFG 205 SILICONE AND URETHANE MOLD MAKING**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

A comprehensive study of silicones and urethanes, their similarities and differences and how they are applied during the mold-making process. Topics will include types of silicones, types of urethanes and common molding practices. This hands-on class will require students to create silicone and urethane molds of various types. Includes vents, sprue, parting lines, and keys. Students will create several types of silicone and urethane molds including open face, two-piece, glove, shell, and reinforced mother molds. Industries that use this type of technology include theater, art, rapid manufacturing, jewelry making, part design, and engineering.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MFG 206 RESIN AND FOAM CASTING**

**3.0 Units 2.00 hours Lecture 3.00 hours Lab**

**Recommended Preparation:** MFG 205

A comprehensive study of resins and foams commonly used in the casting industry, their applications, similarities and differences. Students will learn how to assess the mechanical properties of the casting resins to achieve the best possible casting for a specific project. Students will cast a variety of objects utilizing different materials. Students will use the molds created in the silicone and urethane mold-making class.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MFG 207 CNC COMPUTER NUMERICAL CONTROL PROGRAMMING I**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

A basic course in numerical control programming using G and M codes, Computer Numerical Control (CNC). Emphasis will be on verification for numerical control machine tools. Students write, debug, edit and create programs required for successful execution on a CNC Mill.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MFG 208 CNC COMPUTER NUMERICAL CONTROL PROGRAMMING II**

**3.0 Units 2.00 hours Lecture 4.00 hours Lab**

**Recommended Preparation:** MFG 207

Concentrates on practical applications of numerical control programming. Special emphasis will be placed on HSMworks and Mastercam. Students will write, debug, edit and execute programs on Computer Numerical Control (CNC) machines.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

## **Medical Laboratory Technology**

### **MLT 210 INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION**

**1.0 Unit 1.00 hour Lecture**

Introduces the student to the functions and duties of a Medical Laboratory Technician (MLT) and compares and contrasts these duties to the Clinical Laboratory Scientist (CLS). Topics such as clinical laboratory safety, regulatory agencies, infection control policies, standard operating procedures, and professional communication will be presented. The student will learn medical terminology, patient's bill of rights, pre-analytical evaluation of specimens, the laboratory information and data management systems.

Grading Method: GN - Letter Grade only  
*NR*

### **MLT 211 BASIC LABORATORY PROCEDURES**

**1.0 Unit 1.00 hour Lecture**

**Recommended Preparation:** MATH 253

Designed to introduce the student to basic clinical laboratory procedures common to all diagnostic-related tasks. Emphasis will be placed on proper use of manual pipettes and semi-automated micropipettors, preparation of serial dilutions, making buffers and reagents from stock solutions, calibration and use of balances, sterile techniques, centrifuges and spectrophotometers. Introduction to basic laboratory math and statistics.

Grading Method: GN - Letter Grade only  
*NR*

**MLT 230 CLINICAL CHEMISTRY****5.0 Units 5.00 hours Lecture 1.00 hour Lab****Prerequisite:** CHEM 108**Recommended Preparation:** MLT 211

Includes general laboratory principles and specific basic instrumentation methodologies used in the clinical lab. Introduces pre-analytical variables, electrolytes and trace elements and their relationship to acid base balance, and enzyme kinetics. Studies relationships between the endocrine system analytes, including tumor markers, therapeutic drugs, and toxicology. Studies the clinical relevance of vitamin assays. Examines the correlation between test results and disease states for liver, kidney, and pancreatic functions assays. Introduces students to body fluid assays and correlation with disease states. Includes review of QA and QC.

Grading Method: GN - Letter Grade only

NR

**MLT 232 CLINICAL MICROBIOLOGY****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** BIO 15**Recommended Preparation:** MLT 211

Students learn how to identify micro-organisms of medical microbiology with emphasis on the characteristics of clinically significant micro-organisms and their biochemical profile, media for isolation, and identification methods for selected pathogens. Introduces identification methods, theories, and techniques used in basic bacteriology parasitology, and mycology. Emphasizes routine identification.

Grading Method: GN - Letter Grade only

NR

**MLT 235 CLINICAL URINALYSIS****1.0 Unit 0.50 hour Lecture 1.50 hours Lab****Prerequisite:** BIO 113**Recommended Preparation:** MLT 211

Includes various properties and constituents of urine. Emphasis is placed on interpretation of theory and methodology of qualitative and quantitative clinical analysis of urine. The student will be able to accurately compare and contrast the methods of analysis to normal function of the kidney, and examine urine physically, chemically, and microscopically. Requires comparison of clinical values as related to the physiology of the urinary system in health and disease.

Grading Method: GN - Letter Grade only

NR

**MLT 236 CLINICAL HEMATOLOGY AND COAGULATION****3.0 Units 3.00 hours Lecture 1.00 hour Lab****Prerequisite:** BIO 113**Recommended Preparation:** MLT 211

The study of hematologic disorders, normal and abnormal cell development, morphology, symptoms of hematologic disease and related testing. Presents an overview of the hemostatic process, diseases, and laboratory evaluations. Includes normal values and abnormal results, specimen processing and quality control.

Grading Method: GN - Letter Grade only

NR

**MLT 242 CLINICAL CHEMISTRY PRACTICUM****4.0 Units 12.50 hours Lab****Prerequisite:** MLT 230 and official admission to the MLT program**Limitation on Enrollment:** Completion of all required didactic courses and acceptance into a clinical site.

Provides entry-level clinical laboratory practice and experience in the department of general and special chemistry. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations.

Grading Method: GN - Letter Grade only

NR

**MLT 243 CLINICAL IMMUNOLOGY - IMMUNOHEMATOLOGY****3.0 Units 2.00 hours Lecture 3.00 hours Lab****Prerequisite:** MLT 236

Introduces the basic principles of antigen and antibody reactions and serological procedures. Includes introduction to principles and assays in immunohematology or blood bank.

Grading Method: GN - Letter Grade only

NR

**MLT 244 CLINICAL HEMATOLOGY, COAGULATION, AND URINALYSIS PRACTICUM****4.0 Units 12.50 hours Lab****Prerequisite:** MLT 236 and MLT 235, official admission to the MLT program**Limitation on Enrollment:** Completion of all required didactic courses and acceptance into a clinical site.

Provides entry-level clinical laboratory practice/experience in the department of hematology, coagulation, and urinalysis. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as tech/manual methods. Competence will be evaluated based on final clinical evaluations.

Grading Method: GN - Letter Grade only

NR

**MLT 252 CLINICAL MICROBIOLOGY PRACTICUM****4.0 Units 12.50 hours Lab**

**Prerequisite:** MLT 232 and official admission to the MLT program

**Limitation on Enrollment:** Completion of all required didactic courses and acceptance into a clinical site. Provides entry-level clinical laboratory practice and experience in the department of microbiology. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as numerous bench/manual techniques. Competence will be evaluated based on final clinical evaluations.

Grading Method: GN - Letter Grade only

NR

**MLT 253 CLINICAL IMMUNOLOGY - IMMUNOHEMATOLOGY PRACTICUM****3.0 Units 10.00 hours Lab**

**Prerequisite:** MLT 236, MLT 243 and official admission to the MLT program

**Limitation on Enrollment:** Completion of all required didactic courses and acceptance into a clinical site. Provides entry-level clinical laboratory practice and experience in the department of immunology/serology, and immunohematology. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations.

Grading Method: GN - Letter Grade only

NR

**MLT 410NC INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION****0.0 Unit 1.00 hour Lecture**

Introduces the student to the functions and responsibilities of the clinical laboratory assistant and phlebotomist in all departments of the clinical laboratory. Topics such as clinical laboratory safety, regulatory agencies, infection control policies, standard operating procedures, and professional communication will be presented. The student will learn medical terminology, patient's bill of rights, pre-analytical evaluation of specimens, the laboratory information and data management systems.

Grading Method: SP - Noncredit Graded Pass/SP/No

Pass

R-E-1

**MLT 411NC BASIC LABORATORY PROCEDURES****0.0 Unit 1.00 hour Lecture**

Designed to introduce the student to basic clinical laboratory procedures common to all diagnostic-related tasks. The student will learn to comply with mandated regulations on safety practices, follow standard operating procedures, perform pre-analytical procedures, demonstrate effective communication, use the laboratory information system to receive and process specimens, and operate basic lab equipment.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-1

**MLT 412NC PHLEBOTOMY****0.0 Unit 4.00 hours Lecture**

**Prerequisite:** MLT 410NC and MLT 411NC

**Corequisite:** MLT 413NC

**Limitation on Enrollment:** Current malpractice insurance, health clearance, TB test results, drug screen, CPR card, background check required.

A California state approved full training program in phlebotomy. Provides students with a comprehensive knowledge of venipuncture, skin puncture, specimen collection and handling, standard precautions, laboratory safety, and basic medical terminology. Concepts of diversity and culturally competent care for individuals from culture groups within the United States are integrated.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-1

**MLT 413NC PHLEBOTOMY LABORATORY EXPERIENCE****0.0 Unit 3.50 hours Lab**

**Corequisite:** MLT 412NC

**Limitation on Enrollment:** Current malpractice insurance, health clearance, TB test results, drug screen, CPR card, background check required.

Provides direct patient care experience for students seeking venipuncture certification. Includes on-site experience in obtaining and processing specimens for a clinical laboratory. Leads to certification as a phlebotomist/laboratory assistant.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-1

**MS-Marine Science**

### **MS 4 SOUTHERN CALIFORNIA COASTAL ECOLOGY**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

A study of biological systems and processes associated with coastal environments in Southern California. Emphasizes subtidal, tidal, coastal and estuarine environments as well as human impacts on the ecosystem. Field trips may be required to fulfill the objectives of this course.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MS 20 INTRODUCTION TO OCEANOGRAPHY**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Study of the physical and chemical properties of oceans, with a brief study of the geological and biological operations of the oceanographer. The current thinking of the oceans as economic and natural resources will be stressed including the current techniques for measurement of the physical and chemical properties of the salt-water environment. The laboratory will focus on the basic instrumentation of the oceanographer, beginning with the simplest form.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **MUS-Music**

### **MUS 1 THE BASICS OF MUSIC**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Emphasizing the principles and procedures of music: rhythm and pitch notation, scales (major, minor, modal), key signatures, intervals, chord structures, sight-singing, dictation, and keyboard.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MUS 110

### **MUS 10 HARMONY I**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 1

An intensive study of diatonic harmony in major and minor modes; roman numeral analysis; part-writing using root position triads; harmonization of a given melody; non-harmonic tones; strophic, binary, and ternary forms.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MUS 120, MUS 130

### **MS 205 MSFS - ANCIENT MARINE WONDERS OF ANZA-BORREGO STATE PARK**

**1.0 Unit 0.50 hour Lecture 1.50 hours Lab**

Exploration of the ancient marine geological wonders of Anza-Borrego Desert State Park. Includes study of the tectonic history, the human history, and the natural processes of the area. Thematic emphasis may vary. Students enrolled in marine science and geology are encouraged to attend.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 11 HARMONY II**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 10

An intensive study of advanced diatonic and chromatic harmony in major and minor modes; secondary chords; modulation; part-writing using triads and 7th chords; variation, rondo, and sonata forms.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MUS 140

### **MUS 12 HARMONY III**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 11

A study of chromatic harmony as practiced in the 19th century. Includes 9th, 11th and 13th chords, altered chords, mode mixture, and augmented 6th and Neapolitan chords as well as 19th century formal models.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MUS 150



**MUS 14 JAZZ COMPOSITION AND ARRANGING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** MUS 11

A study of the traditional and popular use of intervals, modes, rhythms, meters, notation of scales, structure notation, and use of traditional and popular chords and progressions. Emphasis will be placed on the traditional and popular concepts of melodic writing for popular and jazz music.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 15 MUSIC COMPOSITION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** MUS 1

The emphasis in this course is on original composition. Study of instrumentation and orchestration will also be included, as will analysis of applicable literature.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 18 ADVANCED MUSIC COMPOSITION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** MUS 15

Composition of large scale chamber works using intermediate to advanced level 20th and 21st century compositional techniques. Covers writing for combinations of standard orchestral instruments and the development of individual compositional style.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 20 MUSIC APPRECIATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A survey of musical forms and important composers and their works from the Baroque period through the 21st century. Stylistic concepts for each period will be studied and demonstrated.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MUS 100

**MUS 23 INTRODUCTION TO WORLD MUSIC****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A survey of the music of the world's peoples, including North, Central, and South American, African, European, Indonesian, and Asian musics and their influence on music of the United States. This course will also cover basic ethnomusicological skills.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 24 MUSIC SINCE 1900****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of 20th and 21st century's American and European composers and their music, including the genres of Classical, Jazz, Rock, Pop, Musical Theater, Film Music, and Country.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 27 HISTORY OF JAZZ****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Explore America's only indigenous art form from Blues to New Age. A study of the elements of jazz tracing the development and evolution of the styles and structures of jazz from its beginning to the present time.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 28 HISTORY OF ROCK****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A study of the elements of rock music tracing the development and evolution of its styles and structures, including sociological and political aspects, from rock's beginning to the present time.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 32 SINGING SOCIETY****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Audition with college music faculty to demonstrate the ability to sightread representative works.

Choral/orchestral performance of the oratorio repertoire of the late 18th and 19th centuries is offered. The repertoire includes oratorios of Handel, Haydn, Mendelssohn and other composers of the period. Rehearsals include study of historical perspective of the oratorio society as a social phenomenon of the Industrial Revolution, and the changing role of the composer, conductor and music critic in the 19th century society. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 134, 232, and 233.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 33 MASTERWORKS CHORALE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Audition with college faculty including the ability to sight read.

Students will perform choral repertoire selected from the 18th through 21st centuries with special emphasis on larger choral/orchestral or unaccompanied works. This course will include study of the appropriate harmonic, rhythmic, melodic and textural vocabulary as seen in this repertoire. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 134, 232, and 233.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3



**MUS 34 EARLY MUSIC ENSEMBLE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition with college faculty including demonstration of ability to sight read.

Students will perform sacred and secular repertoire suitable for chamber ensemble from the 15th to 17th centuries. Unaccompanied works and music with instrumental accompaniment are included. Emphasizes a cultivation of skills needed to sing music from a variety of styles within the Early, Renaissance, and through the pre-Baroque era. Students are limited to a combined total of four enrollments in MUS 34 and 35.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 35 CONTEMPORARY CHOIR****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition with college faculty including demonstration of ability to sight read.

Study and performance of sacred and secular repertoire suitable for vocal chamber ensemble of 20th and 21st century composers. Unaccompanied works and music with instruments or keyboard accompaniment are included. Singers will develop skills required for performance of both traditional and avant-garde choral composition. Students will be required to attend and participate in concerts and festivals in addition to the regularly scheduled class time. Concerts and festivals take place on and off campus. Students are limited to a combined total of four enrollments in MUS 34 and 35.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

C-ID: MUS 180

**MUS 38 INTERCULTURAL MUSIC ENSEMBLE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition required with instructor to demonstrate knowledge of music fundamentals, ability of basic sight-reading skills, and display of minimum technical ability on various instruments.**Recommended Preparation:** MUS 1

Rehearsal and performance at the collegiate level of music from different cultures. Possible cultures investigated are Indonesia, Persia, South America, China, Japan, and others. Students will play membranophones, aerophones, idiophones, chordophones, and other instruments endemic to respective cultures. Students will investigate and perform microtonal and non-Western tuning systems, and study how West African drum ensembles hocket polyrhythms. Sight-reading ability highly recommended. Audition required. Open to instrumentalists and vocalists. Public performance required. This course is offered as open-entry/open-exit. Formerly MUS 138.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**MUS 39 COMMERCIAL MUSIC ENSEMBLE****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition with college faculty where students demonstrate proficiency on instrument including technique, time, tone, knowledge of genres, and stylistic skills.

Rehearsal and performance of commercial songs and material including but not limited to the blues, classic rock 'n' roll, folk rock standards, hip-hop, current popular music, electronic music and original material. Open to instrumentalists, midi instruments/controllers, vocalists, emcees and DJs. Public performance required. Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 41 SYMPHONIC WIND ENSEMBLE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition with music faculty. Skills to be presented in the audition: exact rhythm, precise intonation, and musicality.

**Recommended Preparation:** Previous instrumental training and demonstrated proficiency. An elite concert band, playing the finest traditional and contemporary band literature available. Emphasis is on a high degree of individual musicianship and fine ensemble playing. Formal concert to be given with outstanding guest soloist and/or conductors. This course is offered as open-entry/open-exit.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

C-ID: MUS 180

**MUS 42 SYMPHONIC ORCHESTRA****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition with music faculty. Skills needed to be presented in the audition: exact rhythm, precise intonation, and musicality.

**Recommended Preparation:** Previous experience in a performing ensemble (wind ensemble, orchestra, string orchestra) at a minimum of a high school level with ability to sight read and knowledge of all scales and keys.

Studies and performance of standard orchestral literature. Public performance required for credit. This course is offered as open-entry/open-exit.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

C-ID: MUS 180

**MUS 43 STRING ORCHESTRA****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** Previous experience in a performing ensemble (wind ensemble, orchestra, string orchestra) at a minimum of a high school level with ability to sight read and knowledge of all scales and keys.

Study of string literature from baroque, classical, romantic, and 20th and 21st century eras of music. Designed to read, study, and perform orchestral literature written especially for strings. Offered as open-entry/open-exit.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 46 JAZZ IMPROVISATION I****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

**Recommended Preparation:** MUS 10 or placement audition where students demonstrate skills equivalent to those learned in MUS 10.

Study of jazz theory, transcription, awareness of historically important jazz improvisers, and the internationalization of jazz rhythm. Provides students with the opportunity to develop technical command of instrument and fosters the ability to create stylistically appropriate improvised melodies. Students are limited to a combined total of four enrollments in MUS 46 and 190.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 47 SADDLEBACK COLLEGE BIG BAND****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Audition with college faculty Where student demonstrates ability to sight-read, Identify and write key signatures and all major and minor scales, differentiate between major, minor, augmented and diminished intervals, demonstrate use of all diatonic chords in music, and performance of rhythmic patterns in music.

Performance of big band music by members of the community above high-school sophomore level. Very high standards of individual and ensemble performance are expected. The student can expect to be exposed to the very best and most demanding of the literature available in the jazz idiom. Members of this band will perform several times during the term at events both on and off campus. Offered as open-entry/open-exit. Students are limited to a combined total of four enrollments in MUS 47 and 146.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

C-ID: MUS 180

**MUS 50 APPLIED MUSIC****1.0 Unit 3.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** College audition and concurrent enrollment in performance ensemble Individual instruction at the advanced level in voice, piano, or instrumental music. Designed to develop technical competence, stylistic interpretation, and performance practice. Students are limited to a combined total of four enrollments in MUS 50. Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**MUS 54A BEGINNING PIANO I****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC*

A first level introductory course in piano, with instruction in elementary music-reading, repertoire, piano technique, tone production, sight-reading, keyboard harmony, and performance styles for music and non-music majors at a first-year level. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 54B BEGINNING PIANO II****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC*

**Prerequisite:** MUS 54A or demonstrated proficiency

A second level introductory course in piano, with instruction in music reading, repertoire, piano technique, tone production, sight-reading, keyboard harmony, and performance styles for music and non-music majors at a first-year level. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 55A INTERMEDIATE PIANO I****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC*

**Prerequisite:** MUS 54B or demonstrated proficiency

Secondary Level Piano Course with instruction in selected major and minor scales, piano technique, tone production, sight-reading, building of repertoire and performance styles. Includes technical and interpretive development of piano performance ability at a third semester level. Keyboard harmony will be emphasized. Masterclass format. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 55B INTERMEDIATE PIANO II****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC***Prerequisite:** MUS 55A or demonstrated proficiency

Secondary Level Piano Course with continuing instruction on all major and minor scales, piano technique, first and second chord inversions, tone production, sight-reading, building of repertoire and performance styles, and heightened emphasis on ensemble performance. Includes technical and interpretive development of piano performance ability at a fourth semester level. Keyboard harmony will be emphasized. Masterclass format. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 56 ADVANCED PIANO****2.5 Units 2.00 hours Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 55B or four years of piano study

This course is of a "Master Class" or a workshop character, and for the student interested in furthering his or her understanding of musical styles through careful study and performance of Baroque, Classic Romantic and Contemporary piano literature. Works and performance are thoroughly analyzed and discussed as to style, interpretation and technical problems. Students are limited to a combined total of four enrollments in MUS 54A, 54B, 55A, 55B, and 56.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 58 PIANO REPERTOIRE AND PERFORMANCE PROCEDURES****2.5 Units 2.00 hours Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 55A or B or demonstrated proficiency

The study of important piano solo literature from Bach to contemporary with emphasis on technique and procedures in solo-performance preparation. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 60 BEGINNING CLASSICAL GUITAR****1.0 Unit 1.00 hour Lecture 1.00 hour Lab***Transfers: CSU, UC*

Emphasizes solo finger-style guitar playing on acoustic nylon-string guitar. Beginning-level music reading. No previous experience necessary. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 171, and 173.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 61 INTERMEDIATE CLASSICAL GUITAR****1.0 Unit 1.00 hour Lecture 1.00 hour Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 60

Solo and ensemble fingerstyle playing on acoustic nylon-string guitar. Intermediate level music reading. Chordal accompaniment. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 171, and 173.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 62 ADVANCED CLASSICAL GUITAR****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 61

Solo and ensemble fingerstyle playing on acoustic nylon-string guitar. Advanced-level music reading and techniques. Advanced accompaniment techniques. Building repertoire and performance skills. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 171, and 173.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 63 ENSEMBLE TECHNIQUES FOR 21ST CENTURY****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Limitation on Enrollment:** Audition with college faculty demonstrating ability to sight read and knowledge of all scales and keys.

Designed to aid the individual in developing the ability to perform in small instrumental ensemble groups, studying the music of late 20th and early 21st centuries. Pianists, string, woodwind, and guitar players will study standard repertoire as well as newer compositions. Public performance required. Students are limited to a combined total of four enrollments in MUS 63, 66, 166, 167, 168, 169, and 266.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 64 PIANO ENSEMBLE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 55A or demonstrated proficiency

The ensemble study of the literature of duo-piano including four and eight hands, both original and transcribed. Particular emphasis will be given to style, interpretation, techniques of ensemble playing and sight-reading. Students are limited to a combined total of four enrollments in MUS 64 and 65.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-2

**MUS 65 PIANO ACCOMPANYING****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 55A or two years of piano study

Studies techniques of instrumental and vocal accompaniment through actual accompanying experience. Particular emphasis will be given to style, interpretation and techniques of accompanying and sight-reading. Students are limited to a combined total of four enrollments in MUS 64 and 65.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 75 STRING LITERATURE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** Two years of instrumental training

Designed to analyze and perform traditional and contemporary string literature from 18th century to present day.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 78 KEYBOARD LITERATURE & INTERPRETATION - BAROQUE AND CLASSICAL****3.0 Units 2.50 hours Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 55A or demonstrated keyboard proficiency

Keyboard Literature of Baroque and Classical Periods, their performance traditions and interpretation. Expands knowledge of keyboard music history and performance. Great performers of the past and their legacy. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 80 BEGINNING VOICE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC*

Emphasizes vocal techniques, including tone production, breath control, and pronunciation, as well as music literature. Students are limited to a combined total of four enrollments in MUS 80, 81, and 82.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 81 INTERMEDIATE VOICE****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 80

Techniques of singing without the aid of a microphone. Application of this study in vocalization and repertoire. Students are limited to a combined total of four enrollments in MUS 80, 81, and 82.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 82 VOCAL REPERTOIRE AND PERFORMANCE PROCEDURES****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 81

A survey of concert literature available for various voice categories. Emphasis will be placed on the instruction and practice of presenting material from operas, concerts and musicals. Off campus performances required to meet course objectives. Students are limited to a combined total of four enrollments in MUS 80, 81, and 82.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 86 INTRODUCTION TO HARPSICHORD TECHNIQUE AND LITERATURE****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 55A or demonstrated keyboard proficiency

Introductory Study of Harpsichord, its history, performance practices, technique and repertoire. Masterclass format. Students will learn Renaissance and Early Baroque pieces written for harpsichord, as well as basic ornaments, dynamics and articulation on the instrument. Emphasis on short pieces from English Virginal and Italian Cembalo schools of the 17th century. Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 87 HARPSICHORD LITERATURE AND TECHNIQUE II - LATE BEGINNER****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU, UC***Recommended Preparation:** MUS 86 or demonstrated harpsichord proficiency

Second semester study of Harpsichord, its history, performance practices, technique and repertoire. Emphasis on German and French repertoire from mid-Baroque period. Masterclass format. Students will review Renaissance and early Baroque pieces written for harpsichord, and will study mid-Baroque (up to 1680s) pieces and their ornaments, fingering, dynamics and articulation on the instrument. Emphasis on short pieces from German and French harpsichord schools of the mid-late 17th century. Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 88 HARPSICHORD LITERATURE AND TECHNIQUE III -EARLY INTERMEDIATE**

**2.0 Units 2.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 87 or demonstrated harpsichord proficiency

Third semester study of Harpsichord, its history, performance practices, technique and repertory. Masterclass format. Students will learn high Baroque and Galant styles pieces written for harpsichord, as well as ornaments, fingering, dynamics and articulation on the instrument. Emphasis on pieces from Spanish, Italian and German High Baroque harpsichord schools of the 18th century. Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 89 HARPSICHORD LITERATURE AND TECHNIQUE IV -LATE INTERMEDIATE**

**2.0 Units 2.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 88 or demonstrated harpsichord proficiency

Fourth semester study of Harpsichord, its history, performance practices, technique and repertory. Masterclass format. Students will learn pieces from Renaissance, Baroque, Galant, Early Classical and Contemporary styles written for harpsichord, as well as ornaments, fingering, dynamics tempi, varied repeats and articulation on the instrument. Emphasis on High Baroque pieces from French Clavecin school of the 18th century, early Classical and Galant and Contemporary styles. Students are limited to a combined total of four enrollments in MUS 86, 87, 88, and 89.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 92 MUSICIANSHIP I**

**1.0 Unit 3.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 1

Sight-reading, ear training, and dictation of diatonic melodies and harmonies; rhythmic reading and dictation. Students are limited to a combined total of four enrollments in MUS 92, 93, and 94.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 93 MUSICIANSHIP II**

**1.0 Unit 3.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 92

Sight-reading, ear training, and dictation of advanced diatonic melodies and harmonies; rhythmic reading and dictation. Required of all music majors. Students are limited to a combined total of four enrollments in MUS 92, 93, and 94.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MUS 135

### **MUS 94 MUSICIANSHIP III**

**1.0 Unit 3.00 hours Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 93

Includes advanced sight-reading, ear training, and dictation of chromatic melodies and harmonies; rhythmic reading and dictation; keyboard harmony. Students are limited to a combined total of four enrollments in MUS 92, 93, and 94.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 96 INTRODUCTION TO ORGAN TECHNIQUE AND LITERATURE CLASS**

**2.0 Units 2.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 55A or demonstrated keyboard proficiency

Introduction to organ manual and pedal techniques, basic registration, hymn playing and organ literature. Performance of simple compositions, accompaniments and hymn tunes. Baroque organ style interpretation. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 97 ORGAN TECHNIQUE AND LITERATURE CLASS LATE BEGINNING**

**2.0 Units 2.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 96

Second semester instruction in keyboard and pedal techniques, registration, basic hymn playing and organ literature. Performance of compositions for manuals and pedals, accompaniments and hymns. Classical style performance practice and interpretation. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 98 ORGAN TECHNIQUE AND LITERATURE CLASS INTERMEDIATE (A), EARLY**

**2.0 Units 2.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 97 or demonstrated organ proficiency.

Instruction in keyboard and pedal techniques, registration, articulation, hymns and organ literature. Performance of organ compositions with pedals, accompaniments and hymn tunes. Romantic Organ Music Interpretation. Performance Practice. Basic Concert Procedures. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR



### **MUS 99 ORGAN TECHNIQUE AND LITERATURE CLASS INTERMEDIATE (B), LATE**

**2.0 Units 2.00 hours Lecture 1.00 hour Lab**

*Transfers: CSU, UC*

**Recommended Preparation:** MUS 98 or demonstrated organ proficiency.

Instruction in keyboard and pedal techniques, registration, articulation, phrasing, dynamics, ornaments and varied repeats in hymns and standard organ literature. Performance of organ compositions for manuals with pedal, accompaniments and hymn tunes. Historical Performance Practice. Contemporary Organ style. Concert Procedures. Recital Performance. Late Intermediate Level. Students are limited to a combined total of four enrollments in MUS 96, 97, 98, and 99. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MUS 112A JAZZ PIANO I**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** MUS 54A or demonstrated keyboard proficiency

Exploration and study of basic harmonies at the keyboard as applied to popular music and jazz. Study of improvisational techniques (formerly MUS 252A). Students are limited to a combined total of four enrollments in MUS 112A, 112B, and 112C. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MUS 112B JAZZ PIANO II**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** MUS 112A or demonstrated keyboard proficiency

Develop advanced harmonic and improvisational techniques and skills designed to enhance their performance of jazz piano. Study of harmonic progressions common to jazz will be included. Designed for intermediate to advanced piano students (formerly MUS 252B). Students are limited to a combined total of four enrollments in MUS 112A, 112B, and 112C. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MUS 112C JAZZ PIANO III**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Recommended Preparation:** MUS 112B or demonstrated keyboard proficiency

Study techniques for playing solo piano and in a jazz combo including chord voicings and accompaniments for different jazz styles. Includes the study of early to modern styles of jazz piano. Designed for intermediate and advanced piano students (formerly MUS 252C). Students are limited to a combined total of four enrollments in MUS 112A, 112B, and 112C. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MUS 117 POPULAR SONGWRITING**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** MUS 1

Explores the popular music songwriting process. Emphasis will be placed on the mechanics of music: rhythm, form, styles, melody and harmony. Students will also explore the relationship between lyrics and music. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MUS 118 DIGITAL MULTI-TRACK MUSIC RECORDING**

**2.5 Units 2.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU*

Initial exposure to sound-recording principles, techniques, and equipment. Emphasizes multi-track music recording process, editing and mixing. Students will receive hands-on experience with professional 24 track digital recording equipment while the class participates in a variety of recording projects. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, 132, and CTVR 118. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

### **MUS 120 INTRODUCTION TO THE MUSIC INDUSTRY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A survey of the music industry with focus on skill, experience and education needed for careers within the industry. Other topics covered include music publishing, performing rights societies, music licensing, digital distribution, record companies and artist management. Grading Method: GN - Letter Grade only  
*NR*

### **MUS 130 MUSIC PRODUCTION I**

**2.5 Units 2.00 hours Lecture 2.00 hours Lab**

*Transfers: CSU*

An introduction to computerized music creation. Topics will include an overview of the digital audio workstation, software and hardware setup, midi, virtual instruments, drum rack, signal processing and controllers. Emphasis will also be placed on musical elements such as form, style, pitch, melody, harmony and tempo. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, 132, and CTVR 118. Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**MUS 131 MUSIC PRODUCTION II****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Prerequisite:** MUS 130

A second-level course in music production. Topics will include audio effects, advanced midi effects, sampling, creating loops, signal routing and advanced controllerism. Emphasis will also be placed on studying and emulating dance music styles. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, 132, and CTVR 118.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 132 INTRODUCTION TO MUSIC TECHNOLOGY****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

An introduction course to basic principals in music technology. Topics will include sound properties, hardware, software, midi, sampling and notation software. Emphasis will also be placed on basic audio and midi editing. Students are limited to a combined total of four enrollments in MUS 118, 130, 131, 132, and CTVR 118.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 134 SATB CHAMBER SINGERS****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty where student must demonstrate their ability to sight read and their understanding of the basic aspects of choral music

Choral performance studies focusing on a broad range of choral music from multiple periods and styles of music. Included repertoire is smaller concert works suitable for chamber chorus, both a cappella and accompanied, as well as works with larger forces such as masses, requiems, staged works, and oratorio. Rehearsals include the study of a broad range of choral issues as the music relates to the specific period of composition, and the changing role of the chorus within the context of musical composition. Students are limited to a combined total of four enrollments in MUS 31, 32, 33, 134, 232, and 233.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 140 IMPROVISED MUSIC IN A JAZZ COMBO****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** Previous instrumental training and demonstrated proficiency in jazz performance and ability to sight read and knowledge of all scales and keys.

Technical, historical and cultural approaches to jazz improvisation. Students are limited to a combined total of four enrollments in MUS 140 and 197.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

**MUS 146 CONTEMPORARY BIG BAND LITERATURE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty demonstrating ability to sightread, identify and write key signatures, identify and write all major and minor scales, differentiate between major, minor, augmented and diminished, intervals, demonstrate an understanding of all diatonic chords in music, and demonstrate the performance of rhythmic patterns in music.

**Recommended Preparation:** Previous instrumental training and demonstrated proficiency in jazz performance, ability to sight read and knowledge of all scales and keys.

Performance of contemporary big band literature from the late 20th and early 21st centuries. Interpretation, phrasing, and cultural context of each piece will be addressed and performed (formerly MUS 246). Students are limited to a combined total of four enrollments in MUS 47 and 146.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 147 MID-SIZE AFRICAN-AMERICAN BASED ENSEMBLE JAZZ****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty to demonstrate ability to read and play music at a high school level.

**Recommended Preparation:** MUS 27 and instrumental technical proficiency

Performance of music influenced by African-American improvised music in both a traditional and experimental scope (formerly MUS 242). Off campus performances required to meet course objectives. Students are limited to a combined total of four enrollments in MUS 147, 148, and 149.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 148 JAZZ ENSEMBLE****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU*

Studies historically important and current large ensemble jazz music. Provides practical experience in organizing a variety of instrumental combinations. Practice in standard jazz ensemble phrasing and improvisation. The jazz ensemble will perform at different off-campus functions and may perform with nationally-known guest artists. Offered as open-entry/open-exit. Students are limited to a combined total of four enrollments in MUS 147, 148, and 149.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-1



### **MUS 149 MEDIUM SIZE MALLEABLE JAZZ ENSEMBLE**

**2.0 Units 1.00 hour Lecture 3.00 hours Lab**

*Transfers: CSU*

**Limitation on Enrollment:** Audition with faculty to demonstrate ability to sight read and knowledge of all scales and keys.

**Recommended Preparation:** MUS 27 and instrumental technical proficiency

Performance of American improvised music by medium sized ensemble in both a traditional and experimental scope (formerly MUS 241). Off campus performances required to meet course objectives. Students are limited to a combined total of four enrollments in MUS 147, 148, and 149.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 150 BASIC ENSEMBLE I**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty to demonstrate ability to read and play music at a high school level.

An introduction to foundational ensemble performance skills and concepts. Basic preparation for college level ensemble rehearsal and performance environments. Included is an overview of foundational musical pedagogy, notation, and terminology (formerly MUS 202). Students are limited to a combined total of four enrollments in MUS 150, 151, 176, and 177.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 151 BASIC ENSEMBLE II**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty to demonstrate ability to read and play music at a high school level.

Preparation for college ensemble rehearsal and performance environments. Foundational musical pedagogy, notation, and terminology are presented. This course is a continuation of skills learned in Basic Ensemble I (formerly MUS 203). Students are limited to a combined total of four enrollments in MUS 150, 151, 176, and 177.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 152 ENSEMBLE TECHNIQUES FOR PROFESSIONAL MUSICIANS I**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty to demonstrate ability to read and play music at a high school level.

Ensemble Techniques for professional musicians to upgrade their professional and performance skills in ensembles. Focuses primarily on sight reading skills (formerly MUS 206). Students are limited to a combined total of four enrollments in MUS 152, 153, 154, and 155. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 153 ENSEMBLE TECHNIQUES FOR PROFESSIONAL MUSICIANS II**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty to demonstrate ability to read and play music at a high school level.

Ensemble Techniques for professional musicians to upgrade their professional and performance skills in ensembles. Focuses primarily on sound, cohesion and balance (formerly MUS 207). Students are limited to a combined total of four enrollments in MUS 152, 153, 154, and 155.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 154 ENSEMBLE TECHNIQUES FOR PROFESSIONAL MUSICIANS III**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty to demonstrate ability to read and play music at a high school level.

Ensemble Techniques for professional musicians to upgrade their professional and performance skills in ensembles. Focuses primarily on advanced literature (formerly MUS 208). Students are limited to a combined total of four enrollments in MUS 152, 153, 154, and 155. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **MUS 155 ENSEMBLE TECHNIQUES FOR PROFESSIONAL MUSICIANS IV**

**1.5 Units 1.00 hour Lecture 2.00 hours Lab**

*Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty to demonstrate ability to read and play music at a high school level.

Ensemble Techniques for professional musicians to upgrade their professional and performance skills in ensembles. Focuses primarily on rehearsal and performance techniques (formerly MUS 209). Students are limited to a combined total of four enrollments in MUS 152, 153, 154, and 155.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 156 ADVANCED PIANO PEDAGOGY****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** MUS 179 or four years of previous piano study

Designed to help the more experienced piano teachers refine their piano teaching techniques. Teaching demonstrations with younger students will be required. Piano literature for the late-intermediate and early-advanced levels will be emphasized (formerly MUS 256). Students are limited to a combined total of four enrollments in MUS 156, 178, and 179.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 166 BAROQUE CHAMBER MUSIC****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU***Limitation on Enrollment:** Students must be able to sight read and play at a college level.

Baroque Chamber music is designed for pianists, string, woodwind, and brass players to study chamber-music works from the Baroque era. Emphasis will be given to student performances in concerts and recitals. Students are limited to a combined total of four enrollments in MUS 63, 66, 166, 167, 168, 169, and 266.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 167 CONTEMPORARY (20TH & 21ST CENTURY) CHAMBER MUSIC****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU***Limitation on Enrollment:** Students must be able to sight read and play at a college level.

Contemporary chamber music is designed for pianists, string, woodwind and brass players to study chamber-music works from the Twentieth and Twenty-First Centuries. Emphasis will be given to student performances in concerts and recitals. Students are limited to a combined total of four enrollments in MUS 63, 66, 166, 167, 168, 169, and 266.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 168 ROMANTIC CHAMBER MUSIC****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU***Limitation on Enrollment:** Students must be able to sight read and play at a college level.

Romantic Chamber Music is designed for pianists, string, woodwind and brass players to study chamber-music works from the Romantic era. Emphasis will be given to student performances in concerts and recitals. Students are limited to a combined total of four enrollments in MUS 63, 66, 166, 167, 168, 169, and 266.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 169 CLASSICAL CHAMBER MUSIC****2.0 Units 1.00 hour Lecture 3.00 hours Lab***Transfers: CSU***Limitation on Enrollment:** Students must be able to sight read and play at a college level.

Classical Chamber Music is designed for pianists, string, woodwind and brass players to study chamber-music works from the Classical era. Emphasis will be given to student performances in concerts and recitals. Students are limited to a combined total of four enrollments in MUS 63, 66, 166, 167, 168, 169, and 266.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 171 BASIC GUITAR****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU*

Studies basic techniques of the guitar. Emphasis will be on music fundamentals as it pertains to basic guitar techniques and the reading of music. Prepares students for further study in classical and/or jazz guitar (formerly MUS 260). Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 171, and 173.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 172 BEGINNING STRINGS****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

An introductory course in Beginning Strings, with instruction in elementary music-reading, repertoire, strings technique, tone production, sight-reading, and performance styles for music and non-music majors at a first-year level.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 173 INTERMEDIATE GUITAR****1.5 Units 1.00 hour Lecture 2.00 hours Lab***Transfers: CSU***Recommended Preparation:** MUS 171

Use the basic layout of the guitar to further each student's understanding of the guitar fingerboard through a hands-on approach to the guitar's intermediate vocabulary including more advanced exercises and more challenging repertoire. A deeper look into the application of music theory to the guitar fingerboard and an introduction on how to improvise a guitar solo will also be explored. Students are limited to a combined total of four enrollments in MUS 60, 61, 62, 171, and 173.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 176 FUNCTIONAL SKILLS FOR PIANISTS I****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** MUS 54B or demonstrated proficiency

Sight-reading, scales and etudes, special technique, beginning figured bass, short cadenzas, simple jazz 4-way close, simple c-clef and open score reading; beginning improvisation and functional harmony.

Recommended for students intending to transfer as piano majors. Students are limited to a combined total of four enrollments in MUS 150, 151, 176, and 177.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***MUS 177 FUNCTIONAL SKILLS FOR PIANISTS II****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** MUS 176 or demonstrated proficiency

Advanced sight-reading, scales and etudes, special technique, intermediate figured bass, full cadenzas, jazz 4-way close with texture development, intermediate c-clef and open score reading; improvisation and functional harmony. Recommended for students intending to transfer as piano majors. Functional Skills II is a continuation of Functional Skills I. Students are limited to a combined total of four enrollments in MUS 150, 151, 176, and 177.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***MUS 178 BEGINNING PIANO PEDAGOGY****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** Two years of piano study Studies piano pedagogy techniques to enhance the musical development of the beginning student. Includes approaches to teaching children and adults, explores the history of piano method books and the most effective teaching methods used today. This course is offered for music major students as well as community teachers who wish to improve and refine their teaching style. Students are limited to a combined total of four enrollments in MUS 156, 178, and 179.Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***MUS 179 INTERMEDIATE PIANO PEDAGOGY****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Recommended Preparation:** Three years of previous piano study or MUS 178

Designed to study the art of piano teaching for the intermediate student. Demonstrates the most effective teaching methods used today and emphasizes the technical and interpretive styles of the four major music periods. Includes approaches to teaching children and adults with guidance from the instructor. This course is offered for music major students as well as community teachers who wish to improve and refine their teaching style. Students are limited to a combined total of four enrollments in MUS 156, 178, 179.

Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***MUS 181 KEYBOARD LITERATURE AND INTERPRETATION - ROMANTIC TO MODERN****3.0 Units 2.50 hours Lecture 2.00 hours Lab***Transfers: CSU***Recommended Preparation:** MUS 55A or 78 or demonstrated equivalent piano proficiency Keyboard Literature of the Romantic, Impressionistic and Modern Periods, their performance traditions and interpretation. Expands knowledge of keyboard music history and its performance legacy. Students are limited to a combined total of four enrollments in MUS 58, 78, 181, 253, 255, and 257.Grading Method: GR - Letter Grade or Pass/No Pass  
*NR***MUS 182 SOUL MUSIC ENSEMBLE****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Limitation on Enrollment:** Skills or performance: Student must perform at college level and sight read various soul music genres. Courses without an audition requirement include: MUS 1, 54A, or 60. Rehearsal and performance of soul music with a concentration on artists from the 1960s and 1970s. Additional focus on live sound, marketing and promotion. Open to instrumentalists, midi instruments/ controllers, vocalists, emcees and DJs. Public performance required. Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187.Grading Method: GR - Letter Grade or Pass/No Pass  
*NR*

**MUS 184 ELECTRONIC MUSIC ENSEMBLE****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Limitation on Enrollment:** Skills or performance:

Student must perform at college level create electronic music from various genres. Courses without audition requirement include: MUS 1, 54A, or 60.

Rehearsal and performance of electro-acoustic material with a focus on current electronic genres. Open to instrumentalists, midi instruments/controllers, vocalists, emcees and DJs. Additional focus on live sound for electronic music and genre-specific marketing and promotion. Public performance required. Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 187 MODERN ROCK AND POP MUSIC ENSEMBLE****2.0 Units 2.00 hours Lecture 1.00 hour Lab***Transfers: CSU***Limitation on Enrollment:** Skills or performance:

Student must perform at college level and sight read various genres. Courses without audition requirement include: MUS 1, 54A or 60.

Rehearsal and performance of current popular music. Open to instrumentalists, midi instruments/controllers, vocalists, emcees and DJs. Additional focus on sound reinforcement and the business aspects of live performance. Public performance required. Students are limited to a combined total of four enrollments in MUS 39, 182, 184, and 187.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 190 JAZZ IMPROVISATION II****3.0 Units 3.00 hours Lecture 1.00 hour Lab***Transfers: CSU*

**Limitation on Enrollment:** Instructor permission to ensure that students have the jazz improvisational and theoretical knowledge and skills to succeed in the course expectations.

**Recommended Preparation:** MUS 10 or MUS 46

Study of jazz theory, transcription and historically important improvisers. Introduction to melodic minor scale theory, harmonic minor scale theory, modes from other cultures (Egyptian, Japanese, Persian, Indian, Afghan, and others). Also introduces music from the Lennie Tristano School; melodic, harmonic, and improvisatorially. Students are limited to a combined total of four enrollments in MUS 46 and 190.

Grading Method: GN - Letter Grade only  
NR

**MUS 195 REHEARSAL AND PERFORMANCE (INSTRUMENTAL)****1.0 Unit 3.00 hours Lab***Transfers: CSU*

**Recommended Preparation:** Previous instrumental training and demonstrated proficiency in a performing ensemble (wind ensemble, orchestra, string orchestra) at a minimum of a high school level with ability to sight read and knowledge of all scales and keys.

Emphasizes the preparation of productions for public performance throughout the semester. Offered as open-entry/open-exit. Formerly MUS 295.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**MUS 197 REHEARSAL AND PERFORMANCE (JAZZ STUDIES)****1.0 Unit 3.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition with college faculty: Students will perform a musical selection on given instrument, demonstrate proficiency in interpretative musical styles, and demonstrate technical proficiency on given instrument. Performance audition requires ability to sight-read.

**Recommended Preparation:** Previous instrumental training in jazz performance, ability to sight read and knowledge of all scales and keys.

Emphasizes the preparation and production of jazz combos in public performance. Students are limited to a combined total of four enrollments in MUS 140 and 197.

Grading Method: GR - Letter Grade or Pass/No Pass  
R-E-3

## N-Nursing

**N 160 PHARMACOLOGY FOR NURSING****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** BIO 12**Recommended Preparation:** BIO 11

The focus of this course is safe administration of drug therapy for nursing. covered topics are: Principles of therapeutic pharmacology, Drug names, classifications, Safe drug administration, Nursing assessments, interventions, and patient education associated with drug therapy.

Grading Method: GN - Letter Grade only

NR

**N 161 LIFECYCLE 2, GROWTH AND DEVELOPMENT****1.5 Units 1.50 hours Lecture***Transfers: CSU*

The second course in life span growth and development which examines developmental tasks and needs from prenatal and birth through middle age, including environmental and family factors that influence growth and development. Major developmental theories are addressed at each level of growth and development. Physiologic concepts, self concept, social behaviors and concepts of diversity and culture for individuals and families from diverse cultural groups within the United States are integrated.

Grading Method: GN - Letter Grade only

NR

**N 162 SUCCESSFUL TRANSITION TO PROFESSIONAL NURSING****1.0 Unit 1.00 hour Lecture***Transfers: CSU***Prerequisite:** BIO 11, BIO 12, BIO 15 and ENG 1A or ENG 1AH**Corequisite:** N 162L

**Limitation on Enrollment:** LVN with 1 year experience or transfer/international RN student. Must be completed within 3 semesters of entry into nursing program.

Addresses strategies for successful completion of the nursing program. Provides theory base and practice with study skills and test taking, critical thinking, use of information technology, the role of the registered nurse, nursing process, and effective and therapeutic communication. Includes practice of nursing skills in a simulated clinical learning environment in preparation for competency testing. Includes practice and competency testing in physical assessment, intravenous medication administration, medication math competency, and application of nursing process.

Grading Method: GN - Letter Grade only

NR

**N 162L SUCCESSFUL TRANSITION TO PROFESSIONAL NURSING LAB****0.5 Unit 1.50 hours Lab***Transfers: CSU***Corequisite:** N 162

**Limitation on Enrollment:** LVN with 1 year experience or transfer/int'l RN student. Complete within 3 semesters of entry into nursing program.

Allows students to practice nursing skills in a simulated clinical learning environment in preparation for competency testing. It includes practice and competency testing in the following nursing skills: injections, urinary catheterization, physical assessment, intravenous medication administration, medication math competency, and application of nursing process.

Grading Method: GN - Letter Grade only

NR

**N 164L LVN TO RN CLINICAL LAB****1.5 Units 4.50 hours Lab***Transfers: CSU***Prerequisite:** N 162

**Limitation on Enrollment:** Current LVN License, minimum of 1 year experience as an LVN, American Heart BLS certified, IV certification, physical exam and immunizations, TB test, malpractice insurance, background check

**Recommended Preparation:** N 245NC

This clinical lab class allows prospective LVN-RN students to apply nursing process and specific nursing skills learned in N 162 (Successful Transition to Professional Nursing) to the care of adult medical surgical patients. Students will be guided in completing pre-clinical work-ups, care maps, bedside nursing assessments, medication administration (including IV), and professional role transition.

Grading Method: PN - Pass/No Pass

NR

**N 165 LIFECYCLE 1, FUNDAMENTALS OF AGING****1.5 Units 1.50 hours Lecture***Transfers: CSU*

This course is a multidisciplinary introduction to aging emphasizing the adaptive behaviors of normal aging, and focusing on physical and psychosocial changes. Includes the variables of financial resources, legal aspects, socialization needs, and cultural differences within the U.S., healthcare issues, and current concerns involving the older adult.

Grading Method: GN - Letter Grade only

NR



**N 170 NURSING PROCESS****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** BIO 11, BIO 12, BIO 15 with a grade of "C" or better and ENG 1A or ENG 1AH and official admission to the nursing program**Corequisite:** N 170L**Limitation on Enrollment:** Official admission to the nursing program.**Recommended Preparation:** Completion of or concurrent enrollment in N160 and 165 with a grade of "C" or better

Provides the theoretical base for application of the nursing process at a beginning level. The focus is on providing patient centered care in the adult medical-surgical and community settings. Knowledge of the nursing practice and professional standards, evidence based practice, safety and quality improvement, nursing informatics and effective collaboration with health care team members are introduced. Principles of physical and psychosocial assessment, pharmacology and nutrition, professional and therapeutic communication, and health teaching are emphasized. The following concepts are integrated: diversity among US cultural groups, geriatric nursing, disease process and illness prevention, restorative care, end of life care, and the values and attitudes required of the professional registered nurse. Grading Method: GN - Letter Grade only

NR

**N 170L NURSING PROCESS LAB****4.5 Units 13.50 hours Lab***Transfers: CSU***Prerequisite:** BIO 11, BIO 12, BIO 15 with a grade of "C" or better and ENG 1A or ENG 1AH and official admission to the nursing program**Corequisite:** N 170**Limitation on Enrollment:** Official admission into the nursing program.**Recommended Preparation:** Completion of or concurrent enrollment in N 160 and 165 with a "C" or better

Provides application of the nursing process at a beginning level. The focus is on patient centered care in adult medical surgical and community settings. The following concepts are emphasized within clinical settings: knowledge of nursing practice and professional standards, evidence based practice, safety and quality improvement, nursing informatics and effective collaboration with health care team members, physical and psychosocial assessment, pharmacology and nutrition, professional and therapeutic communication and health teaching. The following concepts are integrated: diversity among US cultural groups, geriatric nursing, disease process and illness prevention, restorative care, end of life care, and the values and attitudes required of the professional registered nurse. Grading Method: GN - Letter Grade only

NR

**N 171 MENTAL HEALTH NURSING****2.0 Units 2.00 hours Lecture***Transfers: CSU***Prerequisite:** N 170**Corequisite:** N 171L**Limitation on Enrollment:** Official admission to the nursing program:1. Completion of program application2. Completion of required ATI Tests of Essential Academic Skills (TEAS)3. Current physical exam4. Current approved CPR Basic Life Support certification5. Current liability insurance6. Current background check**Recommended Preparation:** PSYC 1 and completion of or concurrent enrollment in N160 and N165 with a grade of a "C" or better

Provides the theoretical base for application of the nursing process and biopsychosocial concepts for patients affected by mental disorders. Focus on patient centered care in psychiatric and community mental health settings. Knowledge of nursing practice and professional standards, evidence based practice, safety/quality improvement, informatics and team collaboration are introduced. Emphasis will be on principles of mental health nursing, psychosocial assessment, therapeutic communication, pharmacology, health promotion, education, nutrition, diversity among US cultural groups, human development across the lifespan, disease process, illness prevention, community health, advocacy, legal/ethical implications, and the values and attitudes required of the registered nurse. Letter grade only. Grading Method: GN - Letter Grade only

NR

**N 171L MENTAL HEALTH NURSING LAB****1.0 Unit 3.00 hours Lab***Transfers: CSU***Prerequisite:** N 170**Corequisite:** N 171**Limitation on Enrollment:** Official admission to the nursing program:1. Completion of program application2. Completion of required ATI Tests of Essential Academic Skills (TEAS)3. Current physical exam4. Current approved CPR Basic Life Support certification5. Current liability insurance6. Current background check**Recommended Preparation:** PSYC 1 and completion of or concurrent enrollment in N160 and N165 with a grade of a "C" or better

Application of the nursing process and biopsychosocial concepts for patients affected by mental disorders. Focus on patient centered care in psychiatric and community mental health settings. Knowledge of nursing practice and professional standards, evidence based practice, safety/quality improvement, informatics and team collaboration are introduced. Emphasis will be on principles of mental health nursing, psychosocial assessment, therapeutic communication, pharmacology, health promotion, education, nutrition, diversity among US cultural groups, human development across the lifespan, disease process, illness prevention, community health, advocacy, legal/ethical implications, and the values and attitudes required of the registered nurse. Grading Method: GN - Letter Grade only

NR

**N 172 MEDICAL-SURGICAL NURSING****3.5 Units 3.50 hours Lecture***Transfers: CSU***Prerequisite:** N 160, N 165, N 170 and N 171 with a grade of "C" or better**Corequisite:** N 172L**Limitation on Enrollment:** Admission to the nursing program**Recommended Preparation:** HSC 228N 212

Provides theory of nursing process to care for moderately complex, adult patients in medical-surgical and community settings. Focuses on patient centered care, application of nursing practice and professional standards, evidenced based practice, safety and quality improvement, nursing informatics and effective collaboration with health care team members. Pathophysiology, physical and psycho-social needs for moderately complex adults with respiratory, endocrine, renal, musculoskeletal, immunity, cardiac, neurological and gastrointestinal dysfunction are emphasized. The following concepts are integrated: diversity among US cultural groups, geriatric nursing, disease process and illness prevention, restorative care, end of life care, and the values and attitudes required of the professional registered nurse.

Grading Method: GN - Letter Grade only

NR

**N 172L MEDICAL-SURGICAL NURSING LAB****5.0 Units 15.00 hours Lab***Transfers: CSU***Prerequisite:** N 160, N 165, N 170 and N 171 with a grade of "C" or better**Corequisite:** N 172**Limitation on Enrollment:** Admission to nursing program**Recommended Preparation:** HSC 228N 212

Application of the nursing process to care for moderately complex, adult patients in medical-surgical and community settings. Focuses on providing patient centered care, application of nursing practice and professional standards, evidenced based practice, safety and quality improvement, nursing informatics and effective collaboration with health care team members. Principles of pathophysiology, physical and psychosocial needs for moderately complex adults with respiratory, endocrine, renal, musculoskeletal, immunity, cardiac, neurological and gastrointestinal dysfunction are emphasized. The following concepts are integrated: diversity among US cultural groups, geriatric nursing, disease process and illness prevention, restorative care, end of life care, and the values and attitudes required of the professional registered nurse.

Grading Method: GN - Letter Grade only

NR

**N 173 NURSING CARE OF CHILDREN AND FAMILIES****1.5 Units 1.50 hours Lecture***Transfers: CSU***Prerequisite:** N 161 and N 172 with a grade of "C" or better**Corequisite:** N 173L**Limitation on Enrollment:** Official admission to the nursing program; Tb test negative; If Tb test positive must have negative chest x-ray and symptoms evaluation**Recommended Preparation:** HSC 228 and N 245

Provides the theoretical basis for integration of the nursing process to care for neonates, infants, children and adolescents and their families. The focus is on providing family centered care, the application of nursing practice and professional standards, evidence based practice, safety and quality improvement, nursing informatics and effective collaboration with health care team members. Nutrition, medication/fluid administration, physiology, growth and development, comfort/pain management advocacy, and community based care are emphasized. The following concepts are integrated: diversity among US cultural groups, disease process and illness prevention, restorative care, and the values and attitudes required of the professional registered nurse. Letter grade only.

Grading Method: GN - Letter Grade only

NR

**N 173L NURSING CARE OF CHILDREN AND FAMILIES LAB****2.0 Units 6.00 hours Lab***Transfers: CSU***Prerequisite:** N 172 with a grade of "C" or better, N 161 and**Corequisite:** N 173**Limitation on Enrollment:** Official admission to the nursing program**Recommended Preparation:** HSC 228 and N 245

Focuses on integration and application of the nursing process to care for neonates, infants, children and adolescents and their families. Providing family centered care, the application of nursing practice and professional standards, evidence based practice, safety and quality improvement, nursing informatics and effective collaboration with health care team members. Developmental assessment / approach, health promotion / illness prevention, assessment and management of acute and chronic illness, nutrition, pharmacology, growth and development, comfort/pain management, advocacy, diversity, and addressing family based needs are integrated. The behaviors and attitudes required of the professional nurse are ongoing themes.

Grading Method: GN - Letter Grade only

NR



**N 174 WOMEN'S HEALTH NURSING****1.5 Units 1.50 hours Lecture***Transfers: CSU***Prerequisite:** N 173 with a grade of "C" or better**Corequisite:** N 174L**Limitation on Enrollment:** official admission to the nursing program.

Provides the theoretical basis for integration of the nursing process to care for women, newborns and to their families/significant others. The focus is on providing family centered care while applying nursing practice and professional standards, evidence based practice, safety and quality improvement, nursing informatics and effective health care team collaboration. Nutrition, medication/fluid administration, physiology, development, pain management and advocacy are emphasized. The following concepts are integrated: US cultural group diversity, legal/bioethical considerations, health promotion, disease process and illness prevention, restorative care, end of life care and the values and attitudes required of the professional registered nurse. Letter grade only.

Grading Method: GN - Letter Grade only

NR

**N 174L WOMEN'S HEALTH NURSING LAB****2.0 Units 6.00 hours Lab***Transfers: CSU***Prerequisite:** N 173 with grade of "C" or better**Corequisite:** N 174L**Limitation on Enrollment:** Official admission to the nursing program.

Focuses on integration and application of the nursing process to care for women, newborns, and families/significant others. The focus is on providing family centered care, application of nursing practice and professional standards, evidence-based practice, safety and quality improvement, nursing informatics and effective health care team effective collaboration with health care team members. Nutrition, medication/ fluid administration, physiology, growth and development, comfort/pain management, and advocacy are emphasized. The following concepts are integrated: diversity among US cultural groups, disease process and illness prevention, restorative care, end of life care, and the values and attitudes required of the professional nurse. Letter grade only.

Grading Method: GN - Letter Grade only

NR

**N 176 ADVANCED NURSING****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** N 174 with a "C" grade or better**Corequisite:** N 176L**Limitation on Enrollment:** Admission to the nursing program**Recommended Preparation:** HSC 217, 226

Provides the theoretical basis for integration of the nursing process to care for acutely and critically ill adults. Emphasizes pathophysiology and the biopsychosocial needs for acutely ill adults with: cardiovascular, respiratory renal, neurological, gastrointestinal, endocrine and complex multisystem dysfunction. Principles of leadership and management, professional development, scope of practice, legal and ethical issues, principles of nutrition, the role of the nurse in the community and transition to the role of a registered nurse are integrated throughout the course. Concepts of diversity and culturally competent care for cultural groups in the United States are presented.

Grading Method: GN - Letter Grade only

NR

**N 176L ADVANCED NURSING LAB****5.0 Units 15.00 hours Lab***Transfers: CSU***Prerequisite:** N 174 with a grade of "C" or better**Corequisite:** N 176**Recommended Preparation:** HSC 217 and 226

Focuses on the application and integration of the nursing process to care for acutely and critically ill adults in a variety of acute care settings. Through clinical rotations, community health experiences and preceptorship, students appraise and model principles of leadership and management, scope of practice, legal and ethical issues, principles of nutrition, the role of the nurse in the community and transition to the role of a registered nurse.

Grading Method: GN - Letter Grade only

NR

**N 202 SUCCESS STRATEGIES IN NURSING****1.0 Unit 1.00 hour Lecture**

**Limitation on Enrollment:** Official admission to the nursing program is needed as course is designed to be a support course to promote success in N170 and prepare for N172.

Develops strategies to be a successful student in the nursing program. Assesses personal aptitudes, learning and communication styles as barriers to successful completion of the nursing program. Develops skills to proactively meet the student's learning needs.

Grading Method: PN - Pass/No Pass

NR

**N 204 BEGINNING NURSING CONCEPTS****2.0 Units 2.00 hours Lecture**

Introduces the theoretical basis of nursing and healthcare to provide knowledge to students considering a nursing career and to instill a successful transition into the student nurse role. Emphasis is placed on Saddleback College nursing program's conceptual-nursing-process framework and program entrance requirements. Students explore principles of critical thinking, clinical judgment and clinical reasoning. Integrated concepts include: evolution of nursing, legal and ethical issues in health care, professional nursing practice, leadership in nursing, cultural awareness, nursing informatics, quality and safety in health care, communication, disease prevention, and role options of the professional nurse.

Grading Method: GN - Letter Grade only

NR

**N 212 LABORATORY VALUES, INTERPRETATION AND APPLICATION****1.5 Units 1.50 hours Lecture**

Provides the theoretical basis for the interpretation and application of laboratory test results for adult medical-surgical clients with moderately complex diseases/disorders in acute care facilities. Emphasis is on laboratory results of moderately complex clients with respiratory, endocrine, renal, musculoskeletal, cardiac, neurological, gastrointestinal, and immune diseases/disorders. Principles of nutrition, drug therapy, health education, concepts of diversity and culturally competent care for individuals from cultural groups within the United States are integrated.

Grading Method: GN - Letter Grade only

NR

**N 238 PERIOPERATIVE NURSING I****10.0 Units 3.00 hours Lecture 21.00 hours Lab**

**Limitation on Enrollment:** Current or pending RN license, current CPR card, and current malpractice insurance

Perioperative nursing theory and practice necessary for entry level into the operating room. Focuses on utilization of the nursing process to provide care for clients undergoing surgical intervention. Provider approved by the California Board of Registered Nursing, Provider Number CEP60.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**N 245 I.V. THERAPY TECHNIQUES FOR NURSES****1.5 Units 1.50 hours Lecture**

**Prerequisite:** N 170, or licensed registered nurse in the State of California

The focus of this course is to prepare the student for initiation, administration and maintenance of common intravenous therapies. Emphasis is placed on IV therapies common to adult patients in the medical-surgical setting. The course is appropriate for nursing students who have successfully completed N 170 and for current California licensed RNs needing a refresher.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**N 280 NURSING CAREPLANS AND MAPS****1.0 Unit 1.00 hour Lecture**

Assists nursing students who want a more in-depth study of the nursing process including the creation of nursing careplans and maps. Focuses on the biopsychosocial needs of case study patients including assessment and the formation of appropriate nursing diagnosis, goals, nursing intervention, and evaluation. Use of APA formatting will be reviewed. Intended for the student who is already enrolled in a nursing program.

Grading Method: PN - Pass/No Pass

NR

**N 400NC HOME HEALTH AIDE****0.0 Unit 0.50 hour Lecture**

The Home Health Aide program provides the student with the knowledge and skills required of home health agencies for basic personal care skills with effective communication to provide in-home assistance with nutrition, meal preparation, housekeeping, environmental safety and patient mobility. Program focuses on the role of the home health aide.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

**N 401NC HOME HEALTH AIDE PRACTICUM****0.0 Unit 0.50 hour Lab**

**Prerequisite:** N 400NC

The Home Health Aide practicum provides the student with the basic knowledge and skill to provide in home client assistance, personal care with nutrition, meal preparation, housekeeping, environmental safety and mobility.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

**N 402NC EMERGENCY NURSE TRAINING THEORY****0.0 Unit 1.81 hours Lecture**

**Limitation on Enrollment:** Registered Nurse LicenseAHA BLS Provider CPR cardNegative TB testInsurance coverageBasic computer skills

An introduction for experienced and new graduate registered nurses to emergency nursing emphasizing the adaptive behaviors for critical thinking and skilled response to emergency department patient care.

Provides the theoretical foundation for emergency nurses to learn critical knowledge and skills to effectively communicate, prioritize, problem solve and implement decisive care successfully in the emergency care setting. Intended for new graduate RNs and RNs transferring from other areas of nursing to emergency care. The course uses the Emergency Nurses Association, Emergency Nursing Core Curriculum text book as a guide to focus on physical, psychosocial, and clinical practice issues presented by patients in the emergency setting.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

## **N 403NC EMERGENCY NURSE TRAINING PRACTICUM**

### **0.0 Unit 13.01 hours Lab**

**Prerequisite:** N 402NC

**Limitation on Enrollment:** Registered Nurse License  
AHA BLS Provider CPR card  
Negative TB test  
Insurance coverage  
Basic computer skills

An introduction to emergency nursing emphasizing the adaptive behaviors for critical thinking and skilled response to emergency department patient care. This course will focus on the critical practicum in an Emergency setting providing patient care as well as integrate the skill to communicate, prioritize, problem solve and implement decisive care successfully in the emergency care setting. Intended for new graduate RNs and RNs transferring to Emergency Care nursing. The course uses the Emergency Nurses Association, Emergency Nursing Core Curriculum text book as a guide to focus on physical, psychosocial clinical practices issues presented by patients in the emergency setting. Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

## **N 422NC CERTIFIED NURSE ASSISTANT THEORY**

### **0.0 Unit 5.00 hours Lecture**

**Corequisite:** N 423NC

**Limitation on Enrollment:** AHA BLS Provider card  
Criminal background check  
Fingerprinting  
Certified Nurse Assistant (CNA) program provides students with the knowledge and skills required to provide basic nursing care to patients. Program focuses on the role functions such as safety precautions, emergency procedures, infection control and prevention, recognition of abuse and neglect, ability to provide for activities of daily living, personal hygiene, nutrition, safe food handling, body mechanics and transferring of patients. The course provides the theory to prepare the students to take the examination for the Certified Nurse Assistant issued by the California State Department of Health Services after the practicum is completed. Grading Method: GN - Letter Grade only

R-E-3

## **N 423NC CERTIFIED NURSE ASSISTANT PRACTICUM**

### **0.0 Unit 6.00 hours Lab**

**Corequisite:** N 422NC

**Limitation on Enrollment:** AHA BLS Provider card  
Criminal background check  
Fingerprinting  
The Certified Nurse Assistant (CNA) practicum course provides the student with the hours to demonstrate the skills required to meet the California Department of Public Health hands-on training. All 100 hours must be completed to successfully pass the course. The CNA will provide basic nursing care on patients in approved clinical sites with an instructor present. The Program focuses on clinical application and skills for a CNA integrating safety precautions, emergency procedures, infection control and prevention, recognition of abuse and neglect, ability to provide for activities of daily living, personal hygiene, nutrition, body mechanics, transferring of patients. Successful CNAs are employed in acute, long term and skilled health care facilities. Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

## **N 463NC SKILLS LAB--BASIC**

### **0.0 Unit 1.00 hour Lab**

Includes demonstration and practice of basic nursing skills and procedures necessary for the student at the fundamental level. Develops competency in performance of skills such as physical assessment, isolation, oxygenation, wound care, urinary catheters, medication administration, and other beginning skills. Recommended for students in N 170. Non-credit, open-entry/open-exit (formerly N 263NC). Grading Method: NC - Noncredit

R-E-6

## **N 464NC SKILLS LAB--SPECIALTIES**

### **0.0 Unit 1.00 hour Lab**

**Prerequisite:** N 172

Includes demonstration and practice of nursing skills and procedures necessary for the student at the maternal child health-care level. Develops competency in performance of skills such as newborn assessment, fetal monitoring, and pediatric intravenous medications. Recommended for nursing students enrolled in N 173/N 174. Offered for non-credit only. Open entry/open exit (formerly N 264NC). Grading Method: NC - Noncredit

R-E-6

## **N 465NC SKILLS LAB--ADVANCED**

### **0.0 Unit 0.50 hour Lab**

Includes demonstration and practice of nursing skills and procedures necessary for the student at the advanced medical-surgical level. Develops competency in performance of complex skills such as intravenous fluid administration, airway management, and Mock Code. Recommended for students enrolled in N 176. Open-entry/ open-exit. Offered non-credit only (formerly N 265NC). Grading Method: NC - Noncredit

R-E-6

**N 467NC SKILLS LAB--INTERMEDIATE****0.0 Unit 1.00 hour Lab**

Includes demonstration and practice of intermediate skills and procedures necessary for the student at the intermediate medical-surgical level. Develops competency in performance of skills such as suctioning, IV insertion, and other sterile procedures. Recommended for students in N 172. Open-entry/open-exit. Offered for non-credit only (formerly N 267NC).

Grading Method: NC - Noncredit

R-E-6

**N 468NC SKILLS LAB REVIEW****0.0 Unit 1.00 hour Lab**

**Recommended Preparation:** Currently enrolled or on a remediation plan for re-entry into the nursing program. Includes demonstration and practice of nursing skills and procedures performed by registered nurses in various settings. Is geared towards the student who has learned the skill in a previous course and desires more practice or application of the skill in a new setting. Open entry/open exit. Offered for non-credit only. Recommended for students in any core nursing course (formerly N 268NC).

Grading Method: NC - Noncredit

R-E-6

**N 478NC NURSING COMMUNICATION SKILLS, PART I****0.0 Unit 0.50 hour Lecture**

**Limitation on Enrollment:** Enrolled in Saddleback College Nursing Program.

Effective communication is essential in today's healthcare setting for promoting inter-professional collaboration, teamwork, patient-centered care, and ultimately, the improvement of patient outcomes. This course will serve to remediate nursing students who have been identified as needing to acquire and apply evidence-based communication techniques, either through self-referral or by a nursing instructor. Students will learn the value of positive, effective communication in the healthcare setting and in their own lives. This course is a part one of a two-part certification that will include communication in all forms: verbal and nonverbal, reading, writing and listening.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

**N 479NC NURSING COMMUNICATION SKILLS, PART II****0.0 Unit 0.50 hour Lecture**

**Prerequisite:** N 478NC

Effective communication is essential in today's healthcare setting for promoting inter-professional collaboration, teamwork, patient-centered care, and ultimately, the improvement of patient outcomes. This course will serve to remediate nursing students who have been identified as needing to acquire and apply evidence-based communication techniques, either through self-referral or by a nursing instructor. Students will learn the value of positive, effective communication in the healthcare setting and in their own lives. This course is a part two of a two-part certification that will include communication in all forms: verbal and nonverbal, reading, writing and listening.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

**PHIL-Philosophy****PHIL 1 INTRODUCTION TO PHILOSOPHY****3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Investigates many of the major philosophical themes within the Western tradition. Among these themes will be the nature of the self, free will and determinism, the ground and nature of human knowledge, the nature of human values, ethical theory, aesthetic value, and the nature of society in relation to the individual. Other topics include the nature and methods of the sciences, philosophical psychology and the theory of language.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: PHIL 100

### **PHIL 1H HONORS INTRODUCTION TO PHILOSOPHY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Investigates many of the major philosophical themes within the Western tradition. Among these themes will be the nature of the self, free will and determinism, the nature of mind and consciousness, the ground and nature of human knowledge, the nature of human values, ethical theory, aesthetic value, and the nature of society in relation to the individual. Other topics include the nature and methods of the sciences, philosophical psychology and the theory of language. The honors course emphasizes a seminar rather than lecture format for study of primary sources, an increased reliance on peer-reviewed articles, and research assignments that allow the student to pursue topics of individual interest. Credit may be earned for either PHIL 1 or 1H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

### **PHIL 5 HISTORY OF MODERN PHILOSOPHY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

A survey of the major trends in Western philosophical thought from the 16th century to the 18th century. Major figures will include Descartes, Locke, Hume, and Kant. The course will focus on the transition from a pre-modern to a modern worldview as it is reflected in Western philosophy. Students will investigate the powers and limits of human reason to understand humanity, language, religion, and the world.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **PHIL 10 WORLD RELIGIONS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

A comparative study of some of the major religions of the world including the Buddhist, Confucianist, Hindu, Islamic, Judeo-Christian, Shinto and Taoist traditions. These religions will be explored from a historical standpoint; in addition, the philosophical presuppositions of each view will be discussed. Topics include the nature of human beings, the world, transcendent beings, transcendental experiences, ethics, religious rituals and rites of passage.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **PHIL 12 INTRODUCTION TO LOGIC**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

An examination and analysis of reasoning employed in formal and informal arguments. Arguments will be formulated in class and evaluated for logical structure, validity, and soundness. Topics include the nature of arguments, the inductive-deductive distinction, fallacies, truth tables, and the proof method in sentential logic.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: PHIL 110

### **PHIL 14 PHILOSOPHY OF RELIGION**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** PHIL 1

Introduces the student to the theoretical orientations, central concepts, basic problems, and classical arguments of Western philosophy of religion. The course will systematically clarify and critically analyze a range of topical problems in the philosophy of religion. These include the concept of God, traditional arguments for the existence of God (e.g. the design argument), religious ethics, the problem of evil, and philosophical atheism. Students will engage in theoretical discussions, develop critical reasoning skills, and gain reflective insight into their personal philosophy of religion.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

### **PHIL 15 INTRODUCTION TO ETHICS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** Eligibility for ENG 1A or ENG 1AH

Acquaints the student with the major concepts and methods of ethical theory within the Western tradition. Topics will include the nature of evaluation, appraisals of the good life, the source and justification of obligations to others, the possible relativity of ethical codes as they vary from culture to culture, and the connection between individual desires and social restraint. Application of these topics to issues of contemporary importance, such as the moral implications of abortion, sexual freedom of expression, changing social roles, the role of religious belief in moral theory, and the social sources of ethical perspectives.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: PHIL 120

## **PHLB-Phlebotomy**



**PHLB 240 PHLEBOTOMY****4.0 Units 4.00 hours Lecture****Corequisite:** CWE 180**Limitation on Enrollment:** Official admission to the Medical Lab Technology program. Current malpractice insurance, TB test results, CPR card, background check required.**Recommended Preparation:** HSC 104

A California state approved full training program in phlebotomy. Provides students with a comprehensive knowledge of venipuncture, skin puncture, specimen collection and handling, standard precautions, laboratory safety, and basic medical terminology. Concepts of diversity and culturally competent care for individuals from culture groups within the United States are integrated.

Grading Method: GN - Letter Grade only

NR

**PHOT-Photography****PHOT 25 HISTORY OF PHOTOGRAPHY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A survey of the history of photography from its origins to the present. An examination of critical and philosophical approaches to the photographic medium. Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PHOT 50 DIGITAL PHOTOGRAPHY I****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Introduction to digital photography to cover technical and aesthetic aspects. Includes operation of camera and lenses and photographic software. Fundamentals of composition, light, and portraiture are covered. Field trips may be required to meet course requirements.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PHOT 51 INTRODUCTION TO PHOTOSHOP AND DIGITAL IMAGING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Recommended Preparation:** CIM 120 or basic operational knowledge of a computer

An introduction to digital imaging using Adobe Photoshop software on the computer. The course will cover the various equipment and techniques utilized in the production of digital imagery for sale, as a provided service, or for personal use. Techniques will include scanning, image manipulation, and various print and output options. Aesthetic issues and their relationship to photography will be covered.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PHOT 55 DIGITAL PHOTOGRAPHY II****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** PHOT 50

Designed for further exploration of photographic imagery and techniques. Electronic flash, wide angle, and telephoto lenses are utilized. Continued refinement of photographic software, image management and workflow. Work is executed in color and black and white.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PHOT 152 INTERMEDIATE PHOTOSHOP AND DIGITAL IMAGING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** PHOT 51**Recommended Preparation:** PHOT 50

An intermediate-level course in photographic manipulation using Adobe Photoshop to create digital work for sale, services, or personal use. Relevant technical and aesthetic issues will be covered. Scanning and inkjet printing included.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PHOT 153 ADVANCED PHOTOSHOP & DIGITAL IMAGING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** PHOT 152**Recommended Preparation:** PHOT 50

An advanced level course in photographic manipulation using Adobe Photoshop and third party plug-ins. Relevant technical and aesthetic issues will be covered. Large format and alternative media inkjet printing will also be included.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PHOT 154 ALTERNATIVE DIGITAL PROCESSES****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Recommended Preparation:** PHOT 51

An intermediate level course that explores analog and digital photography based techniques used to create unique art works for sale. The course covers technical services related to digital printing on alternative media, image lifts, transfers, photographic multimedia and assemblage. The course also includes scanning of positive and negative images and 3D objects. Book and portfolio presentation are also covered. Macintosh lab environment utilizing Adobe software.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PHOT 156 DIGITAL PHOTOGRAPHY III****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** PHOT 55

Emphasis on creating visual imagery through advanced photographic techniques. Includes fundamentals of lighting with electronic flash systems. Focus consists of conceptual photography, portraiture, and personal portfolio development. Continued refinement of photographic software techniques.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PHOT 157 STUDIO LIGHTING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** PHOT 50**Recommended Preparation:** PHOT 55

An introductory level course in photographic studio lighting intended for the advanced photographer who wants to sell images, provide commercial services, or just improve their photography. Covers lighting equipment and its application in a studio environment. Includes technical and aesthetic instruction with single and multiple light setups, lighting styles, and subject compositional concerns. Manually adjustable digital camera required. Macintosh lab, utilizing Adobe software.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PHOT 167 CREATIVE PHOTOGRAPHIC LIGHTING****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** PHOT 50**Recommended Preparation:** PHOT 55

Exploration of various lighting styles and techniques used in contemporary photography. Utilization of specialized lighting equipment both in and out of studio, with emphasis on event and location specific photographic lighting.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PHOT 177 PORTRAITURE PHOTOGRAPHY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** PHOT 50**Recommended Preparation:** PHOT 55

An exploration of various styles and techniques used in contemporary portraiture intended for portrait sales, services, and personal photographic growth. Essential basics of lighting (natural and artificial), composition, and direction will be covered.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PHOT 190 SPECIAL PROBLEMS IN PHOTOGRAPHY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** PHOT 50

Continued exploration of photographic concepts, styles, and genres. Includes further development of creative and technical abilities utilizing specific lenses, methods, and equipment.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PHYS-Physics**



**PHYS 2A INTRODUCTION TO PHYSICS****5.0 Units 4.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** MATH 124**Recommended Preparation:** PHYS 20 or high school physics

A study of mechanics, vibration and waves, fluids, and thermodynamics. Topics include kinematics and dynamics in one and two dimensions, Newton's Laws of motion, energy and momentum, conservation principles, statics, kinematics and dynamics of rotation, elasticity, Hook's Law, simple harmonic motions, wave behavior, interference and standing waves, properties of fluids, Pascal's and Bernoulli's principles, temperature, heat calorimetry, the gas laws, and the laws of thermodynamics. Intended for students in the sciences and related subjects who are required to complete a physics course based on trigonometry.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PHYS 105

**PHYS 2B INTRODUCTION TO PHYSICS****5.0 Units 4.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** PHYS 2A

A continuation course from PHYS 2A. Study of electrostatics, electromagnetism, optics atomic and nuclear physics. Topics include electric charge, fields, circuits, electromagnetic induction, electromagnetic waves, electric applications, lenses and mirrors, wave optics, optical applications, waves and particles, special relativity, the Bohr atom, quantum concepts, the nucleus, nuclear processes and energy.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PHYS 110

**PHYS 4A GENERAL PHYSICS****5.0 Units 4.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** MATH 3A or MATH 3AH**Recommended Preparation:** CS 1A and PHYS 20 or high school physics

A calculus-based introduction to classical mechanics of solids and fluids. The main topics are kinematics, Newtonian mechanics including translational and rotational statics and dynamics, universal gravitation, work, energy, momentum, fluid statics, dynamics, and oscillations. Experiments in lab examine the basic laws of the mechanics of solids and fluids. Objectives include the use of common measuring instruments, the principles of data taking and analysis, and the writing of scientific reports.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR**PHYS 4B GENERAL PHYSICS****5.0 Units 4.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** PHYS 4A and MATH 3B

A calculus-based introduction to classical electromagnetism. Topics include electrostatics, electric potential, capacitance, electrostatics, electric and alternating current circuits, magnetic forces and fields, fields, electromagnetic induction, Maxwell's equations, and electromagnetic waves. Experiments in labs examine some of the basic phenomena in electromagnetism. Students are to become proficient in the use of common, modern measuring instruments e.g. digital and analog voltmeters, ammeters, ohmmeters and the oscilloscope. The principles of data taking and analysis, and the writing of scientific reports are emphasized.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PHYS 210

**PHYS 4C GENERAL PHYSICS****5.0 Units 4.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** PHYS 4A or MATH 3B

A calculus-based introduction to the basic principles of wave motion, thermodynamics, optics and modern physics. Topics include classical wave theory, thermodynamics, wave-particle duality, reflection, refraction, interference, diffraction, optical elements and systems, applications of Schrodinger's equation, atomic structure, molecular structure, the quantum nature of solids, special and general relativity, nuclear physics, particle physics, and cosmology. Experiments in lab will examine some of the basic phenomena in wave motion, thermodynamics, optics, and modern physics. The use of common, modern instruments, e.g. digital storage oscilloscopes, lasers, spectrometers, will be learned and practiced during the experiments.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PHYS 215

**PHYS 20 THE IDEAS AND EVENTS OF PHYSICS****4.0 Units 3.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Major discoveries, ideas and methods in physics. Includes simple motions, the nature of matter and energy, electric and magnetic effects, and 20th-century ideas in relativity, and atomic and nuclear science. Emphasis is on understanding concepts rather than mathematical aspects. This course is also suggested for students having no previous physics training as preparation for more advanced physics courses.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **PHYS 30 PHYSICS AND CHEMISTRY FOR ELEMENTARY EDUCATORS**

**4.0 Units 3.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better

Designed especially for the prospective elementary teacher, this course investigates the basic principles of physics and chemistry including matter, physical and chemical properties, energy, motion, light, atomic structure, bonding, solutions, and chemical reactions. The inter-dependence of chemistry and physics will be emphasized, and lectures and labs will examine physical science concepts such as conservation of energy through real-world examples including renewable and nonrenewable resources and their use in society, global warming, kitchen science, and the automobile. This course is intended for non-science majors.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR*

## **PM-Paramedic**

### **PM 220 PARAMEDIC THEORY**

**14.0 Units 14.00 hours Lecture**

**Prerequisite:** High school graduation or GED, current EMT-B certification background check, CPR certification, and official admission to the paramedic program

**Corequisite:** PM 230

**Limitation on Enrollment:** Physical examination required

**Recommended Preparation:** EMT 219, HSC 217, 226  
Contains the didactic material necessary to establish a foundation to practice as a paramedic. Includes applied anatomy and physiology, pathophysiology, intravenous therapy, basic and advanced life support, patient assessment, management of trauma, medical conditions emergency medical system operations and special considerations when caring for patients throughout the life span and those with special challenges.

Grading Method: GN - Letter Grade only

*NR*

### **PM 230 PARAMEDIC CLINICAL EXPERIENCE**

**7.5 Units 23.00 hours Lab**

**Prerequisite:** High school graduate or GED, current EMT-B certification, CPR, background check and official admission to the paramedic program

**Corequisite:** PM 220

**Limitation on Enrollment:** Physical examination required

Skills assessment and hospital clinical requirements for students enrolled in the paramedic program.

Grading Method: GN - Letter Grade only

*NR*

### **PM 240 PARAMEDIC FIELD INTERNSHIP**

**12.0 Units 36.00 hours Lab**

**Prerequisite:** PM 220 and PM 230

Under the direct supervision and evaluation of a licensed paramedic, students will complete a field internship experience on a designated advanced life support unit. This provides students with prehospital patient care experience and is the last course in the series preparing the student for licensure as a paramedic.

Grading Method: GN - Letter Grade only

*NR*

### **PM 400NC PARAMEDIC CAPSTONE REMEDIATION LAB**

**0.0 Unit 9.00 hours Learning Center**

**Prerequisite:** PM 220 and PM 230

Students enrolled in this course would receive additional time, instruction, and opportunities to demonstrate the required competencies in four major areas. These include patient age categories; pathologies/patient complaints; motor skills; and the ability to manage a scene, perform patient assessment, direct medical care, and transport as a team leader in the Capstone Field Internship setting. The course would be open entry/open exit.

Grading Method: NC - Noncredit

*R-E-4*

## **PORT-Portuguese**

**PORT 1 ELEMENTARY PORTUGUESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** A college level reading ability

Designed to develop the fundamentals of communicative competence in colloquial Portuguese. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Portuguese. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PORT 2 ELEMENTARY PORTUGUESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** PORT 1 or two years of high school Portuguese

Designed to further the fundamentals of communicative competence in daily spoken Portuguese. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PORT 3 INTERMEDIATE PORTUGUESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** PORT 2 or three years of high school Portuguese

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Continues the study of Portuguese speaking cultures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PORT 4 INTERMEDIATE PORTUGUESE****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** PORT 3 or four years of high school Portuguese

Emphasizes fluency in speaking, reading, writing, and comprehension of Portuguese. Includes selected readings and discussions from the basic four genres in Portuguese speaking countries, literature, culture, and customs.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PRSN-Persian****PRSN 1 ELEMENTARY PERSIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College-level reading ability

Designed to develop the fundamentals of communicative competence in daily spoken modern Persian (Farsi). Emphasizes listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years of high school Persian (Farsi). Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PRSN 2 ELEMENTARY PERSIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** PRSN 1 or two years of high school Persian/Farsi

Designed to further the fundamentals of communicative competence in daily spoken modern Persian (Farsi). Focuses on listening, comprehension, and speaking. Reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PRSN 3 INTERMEDIATE PERSIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** PRSN 2 or three years of high school Persian

Reviews the fundamentals with further study of the Persian language, culture, and customs. Intermediate level course focuses on fluency in reading, writing, speaking and listening.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PRSN 4 INTERMEDIATE PERSIAN****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** PRSN 3 or four years of high school Persian

Emphasizes fluency in speaking, reading, writing, and comprehension of Persian. Includes selected readings and discussions from the basic four genres in Persian and Persian-American literature, culture, and customs.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PRSN 21 INTRODUCTION TO PERSIAN CULTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU***Recommended Preparation:** College level reading ability

Traces the development of the culture of Persian-speaking nations including history, philosophy, political ideas, literature, music, arts, science, geography, and customs and its influence on the United States and the World. Conducted in English. No prior study of the Persian Language or culture is required.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PS-Political Science****PS 1 AMERICAN GOVERNMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Survey of principles, personalities, problems, and issues of government. Emphasizes developing trends of government, including local, state, and federal branches. Credit may be earned in either PS 1 or PS 1H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: POLS 110

**PS 1H HONORS AMERICAN GOVERNMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Survey of principles, personalities, problems, and issues of government. Emphasizes developing trends of government, including local, state, and federal branches. The honors course emphasizes a multicultural approach to the study of American politics and is enriched by limited class size, more independent reading, expectation of a greater degree of student participation and involvement, and research assignments that allow the student to pursue topics and projects of individual interest. Credit may be earned for either 1 or 1H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

C-ID: POLS 110

**PS 4 INTRODUCTION TO POLITICAL SCIENCE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduces the study of politics. Designed to familiarize the student with the basic systems, ideologies, and models of political analysis.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: POLS 150

**PS 10H HONORS POLITICAL THEORY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

A survey and analysis of selected political theorists and concepts. Ancient, classical, medieval, Renaissance, and modern political theory will be studied. The lineage of political concepts such as justice, freedom, power, and property will be traced as they evolved over time. Letter grade only.

Grading Method: GN - Letter Grade only

NR

**PS 11 INTERNATIONAL POLITICAL ECONOMY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Focuses on the relations between the political and economic systems within the global economy. Covers the impact of political decisions on world economies and international organizations. Further emphasis is on a comparison-contrast of various national economies. Geographic areas of concern include Africa, Europe, the Pacific Rim, the Middle East, Latin America, Russia, China, and the United States. Also listed as ECON 11. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**PS 12 COMPARATIVE POLITICS AND GOVERNMENT****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Comparison of different political systems with analysis of governmental institutions and political processes. Description and explanation of different combinations of events and structures found in the politics of various societies.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: POLS 130

**PS 14 INTERNATIONAL RELATIONS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An examination of theory in international relations and a study of world trends with emphasis on conflict resolution as it relates to international problems.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: POLS 140

**PS 45 HUMAN RIGHTS IN A GLOBALIZED WORLD****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

The rise of human rights and modern globalization are together fundamental to understanding present-day and historical world politics. This course investigates the relationship between human rights and globalization and how, together, they impact our daily lives. Topics include exploring different types of human rights (civil, political, development); analyzing different forms of globalization; the role of global governance institutions in enforcing human rights; why some human rights are defended and some are violated; and the impacts of economic globalization on concepts of human rights around the world.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PS 60 GENDER, RACE, SEXUALITY AND THE LAW****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Investigates how law, public policies, and politics have defined which groups of people are able to claim rights of citizenship and influence the democratic process.

Highlights the experiences of women, people of color, and LGBTQ+ people, focusing on how they have mobilized to assert their rights and protect their interests. Consider how law and public policies work together to construct racial, gendered, and sexual identities in the United States. Topics include the fight for marriage equality; affirmative action; reproductive rights; and discrimination based on gender, race, and sexual orientation. Also listed as GSS 60. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PS 65 INTRODUCTION TO RACE AND ETHNICITY IN POLITICAL SCIENCE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Examines the roles of race and ethnicity in U.S. politics as they apply to the life experiences and pursuit of freedom, justice, and equality of African Americans, Latinos/as, Asian Americans, Native Americans, and other groups. This course will examine how institutions such as US government and media produce racial, class, and gender inequalities, shape political attitudes, and affect the behaviors of groups. These behaviors include voting, protest, elite decisions making, civic engagement, and media consumption.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PS 80 INTRODUCTION TO CONTEMPORARY AFRICA****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This course challenges stereotypes and misperceptions about Africa and its history. It focuses on the political achievements of African kingdoms and empires, economic innovation and adaptation, resilience in the face of European incursions in the forms of the slave trade and colonial rule, the relationship between Africa and the rest of the world, responses to contemporary challenges, and the ways in which Africans created for themselves vibrant modern cultures, states and societies. Also listed as HIST 80. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PSYC-Psychology**

**PSYC 1 INTRODUCTION TO PSYCHOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to historical and contemporary psychological research and thought. Topics will include biological psychology, perception, consciousness, memory, language, problem solving, intelligence, emotions, personality, psychotherapy, social psychology, and development. Emphasis will be placed on the science of psychology and the ways psychological science has impacted our understanding of human nature as well as animal and human behavior. Credit may be earned for either PSYC 1 or 1H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSY 110

**PSYC 1H HONORS INTRODUCTION TO PSYCHOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to historical and contemporary psychological research and thought. Topics will include biological psychology, perception, consciousness, memory, language, problem solving, intelligence, emotions, personality, psychotherapy, social psychology, and development. Emphasis will be placed on the science of psychology and the ways psychological science has impacted our understanding of human nature as well as animal and human behavior. The Honors course is enriched by a smaller class size, seminar format, and the accomplishment of a research project involving scholarly sources and first-hand research. Credit may be earned for either PSYC 1 or 1H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSY 110

**PSYC 2 RESEARCH METHODS IN PSYCHOLOGY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

**Prerequisite:** PSYC 1 or PSYC 1H and PSYC 44 or MATH 10 or BUS 10

Introduction to basic research methods in psychology and the use of the scientific method to answer questions about behavior. Theoretical and applied research methods will be covered, with emphasis on critical analysis of experimental research design and data interpretation.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSYC 200

**PSYC 2H HONORS RESEARCH METHODS IN PSYCHOLOGY****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

**Prerequisite:** PSYC 1 and PSYC 1H, PSYC 44 or MATH 10 or BUS 10

Introduction to basic research methods in psychology and the use of the scientific method to answer questions about behavior. Theoretical and applied research methods will be covered, with emphasis on critical analysis of experimental research design and data interpretation. The honors course is enriched by increased use of scholarly sources and the development and presentation of original research in oral or poster form at a conference. Credit may be earned for PSYC 2 or 2H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSY 200

**PSYC 3 BIOLOGICAL PSYCHOLOGY****4.0 Units 4.00 hours Lecture***Transfers: CSU, UC*

**Prerequisite:** PSYC 1 or PSYC 1H

Introduction to the study of behavior from a biological perspective. Neuroanatomy, neurophysiology, psychopharmacology, and the biological systems and processes underlying behavior. Emphasis will be placed on brain mechanisms underlying behavior and their relation to issues in psychology.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSY 130

**PSYC 4 INTRODUCTION TO COGNITIVE PSYCHOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introduction to the basic concepts and experimental study of cognitive psychology. Includes topics related to higher mental procedures such as pattern recognition, perception, memory, thinking, problem solving, and comprehension of language.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**PSYC 5 PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Recommended Preparation:** PSYC 1 or PSYC 1H

An introduction to the fundamentals of the development and practice of sexuality in the human being and the historical, psychological, and psychosocial aspects of human sexuality from childhood to old age, including human sexual anatomy, fulfillment differences among the sexes, sexual dysfunction and corrective therapy.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSY 130



## **PSYC 7 DEVELOPMENTAL PSYCHOLOGY - CHILDHOOD THROUGH ADOLESCENCE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** PSYC 1 or PSYC 1H  
Introduction to the major theoretical viewpoints and research approaches in the field of developmental psychology. Covers developmental stages of children from conception through adolescence focusing on children's social, emotional, cognitive, and physical development.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **PSYC 16 INTRODUCTION TO CROSS-CULTURAL PSYCHOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** PSYC 1 or PSYC 1H  
An introduction to the field of cross-cultural psychology. Focuses on the social and psychological impact of race, ethnicity, culture, gender, and disability. Special emphasis is given to research on African American, Latina/o, Asian American, Native American, Middle Eastern American, and Jewish cultures among other minority groups in America. Topics include stereotyping, institutional racism and discrimination, "reverse discrimination", ageism, and sexism.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **PSYC 21 THE PSYCHOLOGY OF WOMEN**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Introduction to the psychology of women. Topics include gender similarities and differences and gender roles, including psychological, biological, and social origins. Covered are contemporary social issues. Throughout the course there will be emphasis on how psychology has studied women and the ways scientific and cultural assumptions about the sexes are reflected in psychological research.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **PSYC 25 PSYCHOLOGY OF AGING**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Recommended Preparation:** PSYC 1 or PSYC 1H  
Focuses on old age and introduces the theoretical and methodological issues in the field of gerontology, while dispelling the myths that often accompany older adulthood. Throughout the course, the psychological, physiological, and social changes that often accompany older adults will be discussed. Social issues that older adults often face will be addressed, while discussing the societal implications of an aging population. Death and dying will also be covered (formerly, PSYC 125).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **PSYC 30 SOCIAL PSYCHOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** PSYC 1 or PSYC 1H or SOC 1 or SOC 1H

Phenomena related to social behavior and social influences on behavior. Topics include social perception and cognition, personality, attitudes and attitude change, attraction, altruism, aggression, interpersonal influence, social norms and group processes. Also listed as SOC 30. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSYC 170

## **PSYC 33 PSYCHOLOGY OF ADJUSTMENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Study of the processes involved in adjustment of individuals to their personal and social environments; focuses on different psychological perspectives and theoretical foundations and how these are applied across people's lives taking into account the influence of factors of culture, gender, ethnicity, historical cohort, and socio-economic status. A broad understanding of how scientists, clinicians, and practitioners study and apply psychology is emphasized.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSYC 115

## **PSYC 37 ABNORMAL BEHAVIOR**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** PSYC 1 or PSYC 1H

An introduction to symptoms, causes, treatment and prevention of psychological disorders including anxiety disorders, personality disorders, psychophysiological disorders, psychoses, substance use disorders, sexual disorders, eating disorders and organic disorders.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSY 120

## **PSYC 44 STATISTICS FOR THE BEHAVIORAL SCIENCES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** Placement by the current assessment process or successful completion of MATH 253 with a "C" or better

Introduces psychology and behavioral science majors to descriptive and inferential statistical methods.

Knowledge of these methods is essential to the understanding, interpretation, and performance of scientific research. Topics covered include probability theory, hypothesis testing, correlation, analysis of variance, the graphical representation of data, basic research design, and the use of computer software to perform statistical analyses.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: MATH 110



## **PSYC 140 INTRODUCTION TO PSYCH AS A MAJOR AND PROFESSION**

**1.5 Units 1.50 hours Lecture**

*Transfers: CSU*

Introduction to the broad major of psychology and its related professions. Focus is on the many possible types of psychologists and activities performed by these individuals. The course is designed especially for students at the sophomore level who have completed an introductory psychology course and are seeking further information before deciding upon psychology as a potential major or career field.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **RE-Real Estate**

### **RE 170 REAL ESTATE PRINCIPLES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

The fundamental real estate course covering the basic laws and principles of California real estate. Required by the DRE (California Department of Real Estate) for those preparing for the state salesperson's exam, and serves as an elective for those preparing for the state broker's exam. For professionals, consumers, and investors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 172 REAL ESTATE PRACTICE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A foundational real estate course covering day-to-day operations in real estate sales and brokerage, including: Listing, prospecting, advertising, financing, sales techniques, and escrow. Required course for Salesperson's and Broker's license by DRE (California Department of Real Estate). For professionals, consumers, and investors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 174 LEGAL ASPECTS OF REAL ESTATE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

A study of California real estate law, including consumer rights, agency, and contracts, probate proceedings, trust deeds, and foreclosures, as well as recent legislation governing real estate transactions. Applies toward State's elective educational requirements for the Real Estate Salesperson License. Applies toward state's core educational requirements for the broker's examination. Applies toward DRE (California Department of Real Estate) basic education. For professionals, consumers and investors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 175 REAL ESTATE FINANCE**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Analysis of real estate financing, including lending policies and problems in financing transactions in residential properties. Methods of financing properties are emphasized. Applies toward state's elective educational requirements for the Real Estate Salesperson's License. Applies toward state's core educational requirements for the broker's examination. Applies toward California Department of Real Estate (DRE) basic education. For consumers, professionals, and investors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 176A REAL ESTATE APPRAISAL I**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Introduction to residential real estate appraisal. Applies toward Department of Real Estate (DRE) State's elective educational requirements for the Real Estate salesperson's exam. Applies toward DRE state core educational requirements for the broker's exam. Applies toward 50 hours of Bureau of Real Estate Appraisers (BREA) credit. For consumers, professionals, and investors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 176B REAL ESTATE APPRAISAL II**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

An advanced course in real estate appraisal with emphasis on investment-property appraisal. Includes the appraisal of certain types of apartment properties. This class qualifies toward DRE's (CA Department of Real Estate) educational requirements for the broker's examination and toward basic and continuing educational hours of Bureau of Real Estate Appraisers (BREA) credit.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 176C REAL ESTATE APPRAISAL III MARKET ANALYSIS AND STUDIES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

An advanced course in real estate appraisal to evaluate the productive attributes of parcels of real estate as they relate to the demand for a particular use and supply of competitive properties within a specified market. The student will learn the process of property analysis through the study of property productivity, supply and demand factors, and comparative analysis. Focus is placed on the role of market analysis and highest and best use analysis in decision making and evaluation. Counts toward 50 hrs BRE (Bureau of Real Estate Appraisers).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 178 REAL ESTATE ECONOMICS**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Covers the impact of national, regional, and local trends on real estate values. Includes the role of the government in the economy and how that role affects real estate issues, cycles, business fluctuations, credit markets, real property taxation concepts, land use controls, development of real property, and limitations imposed on real estate markets. Applies toward DRE (CA Department of Real Estate) elective educational requirements for the Real Estate Salesperson License. Applies toward DRE (California Department of Real Estate) core educational requirements for the broker's exam. For consumers, professionals, and investors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 190 ESCROW**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Provides students with a real-life application of the steps in a real estate sale including completing and reviewing the California Association of Realtors (C.A.R.) Joint Purchase Agreement and Escrow Instructions, reviewing the Preliminary Report and solving title problems, learning lenders' closing requirements and the recording process, and balancing and figuring the settlement of the closing funds. Applies toward the DRE (California Department of Real Estate) elective educational requirements for the Real Estate Salesperson license and as an elective for the broker's license. Letter grade of "C" or above applies toward the requirements of California Escrow Association professional designation. For consumers, investors, and professionals.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 195 PROPERTY MANAGEMENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Professional management of residential, commercial, retail, and industrial properties: organization, staffing, marketing, accounting, operations, maintenance, landlord/tenant relations. Addresses antitrust, disclosure, tenant screening, antidiscrimination, employment, land use, and environmental laws and compliance therewith. Excellent preparation for the real estate practitioner wishing to specialize in property management. Applies toward California DRE elective educational requirements for the Real Estate Salesperson License and Broker license. For consumers, investors, and professionals. Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 200 UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)**

**1.5 Units 1.50 hours Lecture**

A 15 hour National Uniform Standards of Professional Appraisal Practice (USPAP) course developed by the Appraisers Qualification Board (AQB) of The Appraisal Foundation. Emphasizes professional appraisal standards and the basic rules of competent performance and ethical behavior required for appraisers. Taught by an experienced AQB Certified USPAP Instructor/Certified Real Estate Appraiser. Approved for 15 hours of pre-licensing appraisal education by the CA Bureau of Real Estate Appraisers (BRE) and for 14 Hours of continuing education by the BRE. Cannot be used as a substitute for the 7-Hour USPAP Update course. Satisfies the appraisal education requirements for the Trainee License from the BRE upon completion of RE 176A/B/C.

Grading Method: PN - Pass/No Pass  
NR

### **RE 202 COMPUTER APPLICATIONS IN REAL ESTATE**

**3.0 Units 3.00 hours Lecture**

A comprehensive look at modern computer technology and programs available for the real estate consumer, investor and aspiring real estate professional. Students will learn to streamline their real estate practice through the use of common computer applications available to the general public. Applies toward CA Department of Real Estate (DRE) Salesperson's and Broker's exam elective requirements.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **RE 255 REAL ESTATE LICENSE PREPARATION**

**1.0 Unit 1.00 hour Lecture**

Real estate licensure preparation. Fundamental information regarding practice of real estate with emphasis on real estate law, principles, practice, and other topics covered in the state licensure examination. Important preparation for those intending to take the California real estate salesperson's license examination.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **RE 280 MORTGAGE LOAN BROKERING AND LENDING**

### **3.0 Units 3.00 hours Lecture**

Introduces the principles and operations of the mortgage loan brokering field. The emphasis is on the lending rules for residential property. Students learn lending laws of Regulation Z, usury laws, disclosures, agency relationships, advertising laws, HUD/RESPA calculations, and the loan process. This class satisfies the elective requirements for the California DRE Real Estate Salesperson's and Broker's licenses. For consumers, professionals, and investors.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **SL-American Sign Language**

### **SL 1 AMERICAN SIGN LANGUAGE I**

#### **4.0 Units 4.00 hours Lecture**

*Transfers: CSU, UC*

**Recommended Preparation:** ENG 1A or ENG 1AH  
Beginning study of American Sign Language (ASL) fundamentals emphasizing comprehension skills, basic information relating to Deaf culture, and beginning grammatical structure. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 2 AMERICAN SIGN LANGUAGE II**

#### **4.0 Units 4.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SL 1 with a grade of "C" or better, or 2 years of High School ASL with a grade of "C" or better.

Continuing study of American Sign Language (ASL) fundamentals emphasizing comprehension skills, intermediate grammatical structures, beginning practice in expressive aspects of the language, and exposure to deaf culture. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 3 AMERICAN SIGN LANGUAGE III**

#### **4.0 Units 4.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SL 2 with a grade of "C" or better

Continuation of American Sign Language (ASL) shifting focus from comprehension to sign production. Includes advanced grammatical structures, with emphasis on advanced expressive skills. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 4 AMERICAN SIGN LANGUAGE IV**

#### **4.0 Units 4.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SL 3 with a grade of "C" or better

Emphasizing advanced expressive/conversational skills in American Sign Language (ASL). Develops fluency and a continued focus on grammatical and cultural features. Provider-approved by the California Board of Registered Nursing, Provider Number CEP60.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 10 DEAF CULTURE AND ITS HISTORY**

#### **3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Designed for those interested in sociology of deafness as it relates to the culture of people in the community. Emphasizes the history and evolution of education of the Deaf community.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 121 AMERICAN SIGN LANGUAGE INTERPRETING I**

#### **3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Prerequisite:** SL 4

**Corequisite:** SL 221

**Recommended Preparation:** Eligibility Eng 1A or 1AH  
A continued review and refinement of advanced language principles. Explore the history and development of the field of interpreting. Examines the role of the interpreter and ethical standards. Application of critical thinking skills, self-analysis and professional ethics to the role of the interpreter. Includes working in multicultural settings with people with multiple disabilities, in both formal and informal settings from voice to sign (English to ASL) and sign to voice (ASL to English).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 122 AMERICAN SIGN LANGUAGE INTERPRETING II**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

**Prerequisite:** SL 121 and SL 221

**Corequisite:** SL 222

**Recommended Preparation:** Eligibility for ENG 1A or 1AH

Provides students with advanced interpreting skill placing greatest emphasis on interpreting in various settings from voice to sign (English to ASL) and sign to voice (ASL to English). Helps prepare students for entry-level employment as a sign language interpreter.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 211 ASL FOR HEALTHCARE AND MEDICAL PERSONNEL**

**3.0 Units 3.00 hours Lecture**

This course will teach you the basic vocabulary and basic phrases needed to communicate directly with the Deaf/hard-of-hearing patient. This course will prepare healthcare professionals to provide basic communication skills in ASL to Deaf and hard of hearing patients in medical office settings and in hospitals. No prior knowledge of ASL necessary. Please note: this course does not replace the importance of qualified ASL Interpreters in the medical exam room/setting, instead this course is designed to help communication with Deaf and hard of hearing patients during standard procedures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 221 AMERICAN SIGN LANGUAGE INTERPRETING LAB I**

**1.0 Unit 1.00 hour Lecture 1.00 hour Lab**

**Prerequisite:** SL 4

**Corequisite:** SL 121

**Recommended Preparation:** Eng 1A or Eng 1AH

Provides beginning practice and review for interpreting for the Deaf in a variety of settings. Emphasis will be placed on advanced ASL grammar, structure and vocabulary.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SL 222 AMERICAN SIGN LANGUAGE INTERPRETING LAB II**

**1.0 Unit 1.00 hour Lecture 1.00 hour Lab**

**Prerequisite:** SL 121

**Corequisite:** SL 122

**Recommended Preparation:** Eligibility for ENG 1A or 1AH

Provide intermediate practice in interpreting for the Deaf.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **SOC-Sociology**

### **SOC 1 INTRODUCTION TO SOCIOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Introduction to the scientific study of society and human behavior, including core concepts and theories. Topics explored through the sociological perspective include: social institutions, culture, human behavior and relationships, social forces, socialization, social structure, social class, social inequality, gender, and social change. Credit may be earned for SOC 1 or 1H, but not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SOCI 110

### **SOC 1H HONORS INTRODUCTION TO SOCIOLOGY**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

Introduction to the scientific study of society and human behavior, including core concepts and theories. Topics explored through the sociological perspective include: social institutions, culture, human behavior and relationships, social forces, socialization, social structure, social class, social inequality, gender, and social change. The honors course is enriched by the level of resources used in research, more in-depth seminar style discussions, presentation of research, and by a smaller class size, allowing mentored individual research. Credit may be earned for SOC 1 or 1H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

C-ID: SOCI 110

**SOC 2 SOCIAL PROBLEMS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Emphasis on the extent, causes, and consequences of a number of social problems including: poverty, juvenile delinquency, family disorganization, gender inequality, and race relations. Course includes a Service Learning requirement. Credit may be earned for SOC 2 or 2H, but not both. Letter grade only.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SOCI 115

**SOC 2H HONORS SOCIAL PROBLEMS****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Emphasis on the extent, causes, and consequences of a number of social problems including poverty, criminal justice, the family, gender inequality, and race relations. Course includes a service learning requirement. The honors course is enriched by the level of resources used in research, more in-depth seminar style discussions, presentation of research in a public poster session, and by a smaller class size, allowing mentored individual research. Credit may be earned for SOC 2 or 2H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only  
NR

C-ID: SOCI 115

**SOC 9 RACIAL AND ETHNIC GROUPS IN THE UNITED STATES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This course makes use of an interdisciplinary and comparative approach to study the experiences of core racialized groups in the United States: Native Americans, African Americans, Asian Americans, and Chicano/Latino peoples. It applies theoretical frameworks and knowledge from core racialized groups to understand current and structural issues of race and racism, race relations, citizenship, immigration, ethnocentrism, white supremacy, discrimination, social justice, and anti-racist struggles. Also listed as ES 9. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SOCI 150

**SOC 10 INTRODUCTION TO MARRIAGE AND THE FAMILY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduction to the scientific study of marriage and the family, including core concepts and theories. Topics include family as a social institution, kinship systems, gender, social class, race and ethnicity, partner selection, marital roles, sexuality and sexual norms, work, parenting and childrearing, older adults in the family, family violence, divorce, remarriage, stepfamilies, and social policies.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SOC 15 SOCIALIZATION OF THE CHILD****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** SOC 1 or SOC 1H

The sociological study of the main institutions which socialize the child, such as the family, peer groups, education, child care, community, and the media. Other topics include: social theory, parenting, culture, religion, economics, politics, and social change.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SOC 16 DEATH AND DYING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Provides a background on historical and contemporary perspectives on death and dying. Course focuses on the social, political, and cultural and cross-cultural meanings and practices regarding death in the United States.

Topics include: attitudes, beliefs, and meanings of death and dying through the life course, the American experience of death, sociological theoretical perspectives, the dying process, living with dying, the American Health Care System, hospice care, end-of-life decisions, suicide, types of death, euthanasia and biomedical issues, bereavement, grief, mourning, the funeral process, legal and business aspects of dying, cultural norms, and dealing with the death of a loved one (formerly, SOC 126).

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SOC 20 ETHNIC CULTURES OF THE UNITED STATES****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An overview of major theories and issues concerning the historical and contemporary experience of selected racial and ethnic groups in the United States. Topics include the origins and development of racial ideologies; the nature, causes, and consequences of racism, stereotypes, prejudice, and discrimination; and affirmative action and immigration. Also listed as HIST 20. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SOCI 150

**SOC 21 WOMEN IN CONTEMPORARY SOCIETY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

An introductory survey of the lives, roles, and status of women in contemporary American society. The cultural, social, psychological, and economic conditions of women will be explored. Topics include life-cycle, sex role socialization, sexuality and intimate relationships, the family, self-image, health and reproduction, crime and deviance, work, religion, politics, education, the media, cultural diversity, feminism, and social reform.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SOC 23 FOOD AND SOCIETY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Course examines multiple perspectives of the past, present, and future food system in the United States and globally. Topics include: theoretical perspectives of the food system, the history of the food system, industrialization, agricultural practices, the food industry, global food, food labor, access and food insecurity, food politics, food policy, culture, health and nutrition, the media and marketing, schools and education, water, and social change.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SOC 25 SOCIAL STRATIFICATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

American social class structures and their functions. Different styles of life, determinants of class status, social mobility, social inequality, and changes in class systems are discussed and evaluated. Specific dimensions of social stratification discussed are economic and social class status, race and ethnicity, gender, sexual orientation, political participation and power, and global stratification. Specific consequences of social status are evaluated. Both a macro and micro analysis will be applied to social stratification and its consequences on society and the individual.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SOC 30 SOCIAL PSYCHOLOGY****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

**Recommended Preparation:** PSYC 1 or PSYC 1H or SOC 1 or SOC 1H

Phenomena related to social behavior and social influences on behavior. Topics include social perception and cognition, personality, attitudes and attitude change, attraction, altruism, aggression, interpersonal influence, social norms and group processes. Also listed as PSYC 30. Credit given in either area, not both.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: PSYC 170

**SOC 125 SOCIOLOGY OF AGING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Examines age as a social construct and aging as a social process. Course explores the effects of social institutions and social norms on the aging individuals. Topics covered are: the study of aging, ageism, sociological theories/perspectives of aging, current social research on issues of aging, views of aging in other societies past and present, demographics of the aging population, the life course, race and ethnicity, the healthcare system, retirement and work, gender inequalities, housing and transportation, recreation and leisure, family life, and politics and social policies. Particular attention to the sociological perspective of the aging process will be investigated. Course includes a service learning requirement.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SOC 180 INTRODUCTION TO AGING****3.0 Units 3.00 hours Lecture***Transfers: CSU*

Provides an introduction to the interdisciplinary field of gerontology through biological, psychological, and sociological perspectives. The area of focus is on the adult years of the life span. Topics include: the aging process, growth of the older population, cultural differences, consequences of physical aging, health and well-being, mental health, sexuality, social support networks, caregiving, social interactions, role changes, death and dying, social policies affecting older adults, and careers options in the field.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**SPAN-Spanish****SPAN 1 ELEMENTARY SPANISH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC*

**Recommended Preparation:** College-level reading ability

Designed to develop the fundamentals of communicative competence in colloquial Spanish. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture.

Equivalent to two years high school Spanish.  
Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SPAN 100



**SPAN 1H HONORS ELEMENTARY SPANISH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** College-level reading ability

Designed to develop the fundamentals of communicative competence in colloquial Spanish. The emphasis is on listening, comprehension, and conversational skills. Early reading and writing skills are introduced, as well as fundamental aspects of culture. Equivalent to two years high school Spanish. The Honors course is enriched through limited class size; expanded writing assignments and oral presentations; additional content in history, politics, and culture; and the development of listening comprehension and conversational skills in a socio-linguistic framework. Credit may be earned for either 1 or 1H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

C-ID: SPAN 100

**SPAN 2 ELEMENTARY SPANISH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** SPAN 1 or 1H or two years of high school Spanish

Designed to further the fundamentals of communicative competence in daily spoken Spanish. Although the focus remains on listening comprehension and speaking, reading and writing skills will be expanded. Continues the familiarization with customs and cultural achievements begun in the previous semester. Credit may be earned for either SPAN 2 or 2H, but not both. Letter grade or Pass/No Pass.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: SPAN 110

**SPAN 2H HONORS ELEMENTARY SPANISH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** SPAN 1 or 1H or two years of high school Spanish or

Designed to further the fundamentals of communicative competence in daily spoken Spanish. Although the focus remains on listening comprehension and speaking, critical thinking, reading and writing skills will be expanded. This course continues the familiarization with customs and cultural achievements begun in the previous semester. This Honors course offers an enriched experience for accelerated students through limited class size, a seminar format, the reading of level-appropriate adapted Hispanic works and cultural studies, and the application of higher critical thinking skills. Equivalent to two years high school Spanish. Credit may be earned for either SPAN 2 or 2H, but not both. Letter grade only.

Grading Method: GN - Letter Grade only

NR

C-ID: SPAN 110

**SPAN 3 INTERMEDIATE SPANISH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** SPAN 2SPAN 2 or SPAN 2H or three years of high school Spanish

Intermediate level course focuses on fluency in reading, writing, speaking, and listening. Includes selected readings and discussions from poetry, short stories, and essays in Hispanic, and Hispanic-American literature, culture and customs.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: SPAN 200

**SPAN 4 INTERMEDIATE SPANISH****5.0 Units 5.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** SPAN 3or four years of high school Spanish

Emphasizes fluency in speaking, reading, writing, and comprehension of Spanish. Includes selected readings and discussions from the basic four genres in Hispanic and Hispanic-American literature, culture, and customs.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: SPAN 210

**SPAN 6 INTERMEDIATE SPANISH GRAMMAR AND COMPOSITION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** SPAN 4

Brief review and intensive practice of fundamentals of Spanish grammar followed by study and application of advanced grammatical concepts. Practice in writing essays and summaries in Spanish based on literature, and in a variety of topics and sources from print and online magazines and newspapers. Continues to refine speaking and listening skills.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**SPAN 10 INTERMEDIATE CONVERSATIONAL SPANISH****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Prerequisite:** SPAN 2or SPAN 2H three years of high school Spanish

Designed to develop fluency in Spanish. The emphasis is on both formal and informal expression and conversation in Spanish.

Grading Method: GR - Letter Grade or Pass/No Pass

NR



### **SPAN 11 ADVANCED CONVERSATIONAL SPANISH**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SPAN 3 or SPAN 10

Designed to increase the student's ability to comprehend native spoken Spanish and increase oral fluency. Reading texts, watching Hispanic films to examine various aspects of Hispanic culture, and written and oral responses enable students to acquire new vocabulary and structures.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: SPAN 230

### **SPAN 20A CIVILIZATION OF SPAIN THROUGH 1898**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SPAN 2 or SPAN 2H or three years of high school Spanish

Focuses on the geography, history, and institutions of Spain, life and culture of the people, literature, music, and art through 1898. Conducted in Spanish.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SPAN 20B CIVILIZATION OF SPAIN 1898 TO PRESENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SPAN 2 or SPAN 2H three years of high school Spanish

Focuses on the geography, history, and institutions of Spain, life and culture of the people, literature, music, and art from 1900 to present. Conducted in Spanish.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SPAN 21A CIVILIZATION OF LATIN AMERICA THROUGH 1900**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SPAN 2or SPAN 2H or three years of high school Spanish

Focuses on the geography, history, and institutions of Latin America, life and cultures of the people, literature, music, and art through 1900. Conducted in Spanish.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SPAN 21B CIVILIZATION OF LATIN AMERICA 1900-PRESENT**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SPAN 2or SPAN 2H or three years of high school Spanish

Focuses on the geography, history, and institutions of Latin America, life and culture of the people, literature, music, and art from 1900 to present. Conducted in Spanish.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SPAN 21C HISPANIC CULTURE AND LITERATURE IN THE UNITED STATES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU, UC*

**Prerequisite:** SPAN 2or SPAN 2H or three years of high school Spanish

Focuses on the influence in the life, culture and literature of the different Hispanic groups in the United States.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **SPS-Special Services**

### **SPS 115 ALTERNATIVE LEARNING STRATEGIES**

**3.0 Units 3.00 hours Lecture**

*Transfers: CSU*

Provides students with disabilities an opportunity to identify their individual learning styles and to develop effective individualized study and test-taking strategies. The course introduces disability terms and concepts and various learning modes and encourages students to explore alternative learning strategies and study techniques.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **SPS 710NC MEMORY AND ATTENTION SKILLS**

**0.0 Unit 3.00 hours Lecture**

Designed to provide students with disabilities an understanding of how the memory system is organized and how it works. The relationship between attention and memory is addressed and factors impacting these skills are recognized. Students will identify individual attention and memory difficulties and learn practical strategies to compensate for deficits (formerly SPS 310).

Grading Method: NC - Noncredit  
R-E-99

### **SPS 715NC LEARNING DEVELOPMENT**

**0.0 Unit 3.00 hours Lab**

Designed as specialized prescriptive instruction based on individual needs focusing on basic skills development. Structured for the student with disabilities (formerly SPS 315).

Grading Method: NC - Noncredit  
R-E-99

### **SPS 716NC STUDY SKILLS FOR COLLEGE SUCCESS**

#### **0.0 Unit 2.00 hours Lecture**

Designed for those needing support and instruction in test-taking, study skills, organization, critical thinking, and self-management while enrolled in a basic or developmental arithmetic course. Awareness of anxiety and stress management techniques will be discussed in addition to specific learning strategies (note-taking, reading a textbook, test-taking, etc) as they apply to all developmental skills, including writing, reading, and mathematics, in a college-level course.(formerly SPS 316).

Grading Method: NC - Noncredit  
R-E-99

### **SPS 725NC BASIC COMPUTATIONAL SKILLS**

#### **0.0 Unit 3.00 hours Lecture**

Designed for students with learning disabilities who need to review the basics of mathematical computation. Topics include learning and compensatory strategies such as taking quality notes in a mathematics course, managing stress and anxiety, and employing good study skills. Learning and compensatory strategies are taught in relation to basic computation, including whole numbers, fractions, decimals, percents, ratios, and proportions.

Grading Method: NC - Noncredit  
R-E-99

### **SPS 730NC WRITING AND READING DEVELOPMENT FOR COLLEGE SUCCESS**

#### **0.0 Unit 3.00 hours Lecture**

Designed as specialized instruction based on diagnosis of individual needs in the areas of written communication, reading comprehension, and general academic learning for the student with disabilities (formerly SPS 330).

Grading Method: NC - Noncredit  
R-E-99

### **SPS 760NC ADAPTED COMPUTER LAB**

#### **0.0 Unit 3.00 hours Lab**

Provides students with physical and/or learning disabilities with the opportunity to acquire and reinforce skills on the computer with supervision (formerly SPS 360).

Grading Method: NC - Noncredit  
R-E-99

## **TA-Theatre Arts**

### **TA 1 FUNDAMENTALS OF ACTING**

#### **3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

Establishes a working vocabulary and begins exploring basic skills of the acting process. Through theatre games and improvisations, the actor explores imagination as the actor's primary resource and the basic approach to text through action. Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: THTR 151

### **TA 2 SCENE STUDY I**

#### **3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** TA 1

Beginning scene study with an emphasis on truthful connection to partner and self, deep emotional honesty, introducing objectives and given circumstances in working toward a method of approach. Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

C-ID: THTR 152

### **TA 3 SCENE STUDY II**

#### **3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** TA 2

Further study in the application of given circumstances, objective, and action to a text and the development of a technique to make text based acting choices. Performing scenes from the plays of Ibsen and Chekhov is stressed.

Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TA 4 ACTING STYLES I**

#### **3.0 Units 2.00 hours Lecture 3.00 hours Lab**

*Transfers: CSU, UC*

**Prerequisite:** TA 3

Primarily using the works of Shakespeare, this course focuses on the acting demands of heightened poetic language. Verse analysis, physical games, and how to master classical dialog. Students are limited to a combined total of four enrollments in TA 1, 2, 3, and 4.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**TA 10 MUSICAL THEATRE TECHNIQUES****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Principles and techniques of the various performance methods and styles involved in performing for the musical theatre. Solo and choral singing, and acting will be taught. Students are limited to a combined total of four enrollments in TA 10, 107, and 212.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**TA 11 STAGE MOVEMENT****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

Explores movement as a tool to aid in the acting process and to enhance the actor's physical ability to communicate on stage. Emphasis is on the integration of verbal and non-verbal forms of communication focusing on basic movement skills, physical awareness, strength, flexibility, relaxation, control, and movement improvisation. Field trips may be required. Students are limited to a combined total of four enrollments in TA 11, 14, 35, 136, 190, and SP 35.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**TA 12 DIRECTING****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC***Recommended Preparation:** TA 1

An introduction to the role of the director in modern theatrical production. Study of the director's interpretation of dramatic literature, with emphasis on the communication of intellectual and emotional concepts through composition, picturization, movement, and rhythm.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**TA 14 ADVANCED STAGE MOVEMENT****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC***Prerequisite:** TA 11

Build on the physical storytelling skills begun in TA 11 (Stage Movement) in order to create more physically complex and dynamic pieces of theatre. Utilize physical isolations, mime, viewpoints, physical connection, contact improvisation, stage combat, monologues and textwork. Become more impulsive in their acting while learning to create eye-catching stories with and without words. Students are limited to a combined total of four enrollments in TA 11, 14, 35, 136, 190, and SP 35.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

**TA 15 REHEARSAL AND PERFORMANCE - DRAMA****3.0 Units 9.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Audition or interview Emphasizes the preparation of serious dramatic productions for public performance, including acting, technical, and production management. Open-entry/ open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125.

Grading Method: GN - Letter Grade only  
R-E-2

C-ID: THTR 191

**TA 16 REHEARSAL AND PERFORMANCE - COMEDY****3.0 Units 9.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Audition or interview Emphasizes the preparation of comic productions for public performance, including acting, technical, and production management. Open-entry/ open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125.

Grading Method: GN - Letter Grade only  
R-E-2

C-ID: THTR 191

**TA 17 REHEARSAL AND PERFORMANCE - MIXED GENRES****3.0 Units 9.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Audition or interview Emphasizes the preparation of comic productions of mixed genres for public performance including acting, technical, and production management. Open-entry/ open-exit course. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125.

Grading Method: GN - Letter Grade only  
R-E-2

C-ID: THTR 191

**TA 19 REHEARSAL AND PERFORMANCE - MUSICAL THEATRE****3.0 Units 9.00 hours Lab***Transfers: CSU, UC*

**Limitation on Enrollment:** Audition where student will demonstrate and performance and production practices and skills.

Provides instruction and supervised participation in musical theatre rehearsal and performance presented fully on stage. All productions are entered into Kennedy Center American College Theater Festival competitions. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125.

Grading Method: GN - Letter Grade only  
R-E-2

**TA 20 THEATRE APPRECIATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

This survey course will foster a student's appreciation of theatre and the performing arts. The course examines the duties and responsibilities of the various creative artists such as director, actor, designers, and playwrights and the process of creating live performance.

Grading Method: GN - Letter Grade only

NR

C-ID: THTR 111

**TA 22 MUSICAL THEATRE HISTORY AND APPRECIATION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Introduces the student to the history and literature of the musical theatre from mid-19th century to present day. Explores the stylistic distinctions found in the musical as well as its social and cultural significance. Emphasis is placed on the contributions and influence of the individual writer, composer, or lyricist.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**TA 25 THEATRE HISTORY - PRIMITIVE TO RENAISSANCE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

The study of the history of theatre from the Origins of Theatre through the 17th Century. The history and development of theatre and drama are studied in relationship to cultural, political and social conditions of the time. Plays are read for analysis of structure, plot, character and historical relevance.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

C-ID: THTR 113

**TA 28 THEATRE, PERFORMANCE, AND CULTURE****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Theatre and cinema from a historical and cultural perspective. Explores how the theatre and performance of a culture are influenced by, and reflective of, the historical and cultural attributes of that culture.

Performance may include, but is not limited to theatre, film, and media (formerly TA 128).

Grading Method: GN - Letter Grade only

NR

**TA 35 VOICE AND DICTION****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Emphasizing principles and practices in vocal and articulatory development and control, drills in phonation, resonance, and vocal variety, drills for clarity and ease in articulation. Begin to work on developing a dialect and heightened text. Students are limited to a combined total of four enrollments in TA 11, 14, 35, 136, 190, and SP 35.

Grading Method: GN - Letter Grade only

NR

**TA 43 STAGE MAKE-UP****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU, UC*

A study of theory and practice in make-up for the stage. Emphasis on the development of individual skill in techniques of character analysis, application in pigment, hair design, and selection and use of equipment. Crew assignment for college productions is required and will provide instruction in make-up techniques. Letter grade only.

Grading Method: GN - Letter Grade only

NR

C-ID: THTR 175

**TA 47 DISNEY: BROADWAY, FILM, THEME PARKS, AND BEYOND****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Explores storytelling and its influence and use in Disney stage shows, Theme Park Rides, Films, and other media. Analyzes story structure as a basis for Disney model. Explores Disney business processes.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**TA 48 FROM STAGE TO SCREEN: BROADWAY TO HOLLYWOOD****3.0 Units 3.00 hours Lecture***Transfers: CSU, UC*

Explores great films that started as plays. Discover the methods and techniques of plays versus film and the various methods, techniques, and strategies that have been used to move scripted plays from the stage to the screen.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**TA 107 SCENE STUDY FOR AMERICAN MUSICAL THEATRE****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU***Prerequisite:** TA 10

Concentrates on scene study, characterization, song repertory, and ensemble performance in American musical theatre. Students are limited to a combined total of four enrollments in TA 10, 107, and 212.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**TA 108 AUDITION TECHNIQUES****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Emphasizes the process of auditions for both theatre and film/TV. Includes cold readings, script analysis, interviews and unrehearsed scenes, resume writing techniques, interview techniques and casting instruction for the actor. Students are limited to a combined total of four enrollments in TA 108, 111, and 116.

Grading Method: GR - Letter Grade or Pass/No Pass

NR

**TA 113 REHEARSAL AND PERFORMANCE - CHILDREN'S THEATRE****3.0 Units 9.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition or interview  
Emphasizes the preparation of play production for the child audience for public performance. This course is open-entry/open-exit. Students are limited to a combined total of four enrollments in TA 15, 16, 17, 18, 19, 113, and 125.

Grading Method: GN - Letter Grade only

*R-E-2*

C-ID: THTR 191

**TA 136 ADVANCED VOICE AND DICTION****3.0 Units 3.00 hours Lecture***Transfers: CSU***Prerequisite:** TA 35**Recommended Preparation:** TA 1

Continuation of work begun in TA 35 with application to classical text and accents. Students will deepen understanding of vocal production, acquire additional tools for gaining mastery of the physical means of voice production, and apply the tools of IPA and diction work begun in previous classes to more complex use in poems and classical literature. Exercises for centering the breath and body, locating and releasing tension, exploring pitch, tone, and range, developing a free and responsive voice. Solidify understanding of the International Phonetic Alphabet and use it for working with classical texts and poems, as well as development of at least one foreign and one regional American accent. Field trips may be required. Students are limited to a combined total of four enrollments in TA 11, 14, 35, 136, 190, & SP 35.

Grading Method: GN - Letter Grade only

*NR***TA 150 SUMMER CONSERVATORY MUSICAL THEATRE****2.0 Units 6.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition with theatre faculty. Skills to be presented in the audition: connection to role and character and ability to stay on pitch and sing within the range the role requires.

Specializing in musical theatre training as cast or an orchestra member for a specific theatrical production. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 150, 152, 153, 154, and 155 (formerly TA 250).

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***TA 151 SUMMER CONSERVATORY MUSICAL THEATRE - PRODUCTION****2.0 Units 6.00 hours Lab***Transfers: CSU***Recommended Preparation:** ETT 40 or 142

Students will gain practical experience in a Summer Conservatory style production in any of the following: stage management, construction, scenery, properties, costume, lighting, sound, and running crews (formerly TA 251). Open-entry/open-exit course.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***TA 154 SUMMER CONSERVATORY LATE 20TH CENTURY MUSICAL THEATRE****2.0 Units 6.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition with theatre faculty. Skills to be presented in the audition: connection to role and character and ability to stay on pitch and sing within the range the role requires.

Specializing in musical theatre training as a cast member for a theatrical production originally written and performed from 1967-1999. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 150, 152, 153, 154, and 155 (formerly TA 254).

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***TA 155 SUMMER CONSERVATORY CONTEMPORARY MUSICAL THEATRE****2.0 Units 6.00 hours Lab***Transfers: CSU*

**Limitation on Enrollment:** Audition with theatre faculty. Skills to be presented in the audition: connection to role and character and ability to stay on pitch and sing within the range the role requires.

Musical theatre training as a cast member for a theatrical production originally written and performed after 2000. Open-entry/open-exit course. Students are limited to a combined total of four enrollments in TA 150, 152, 153, 154, and 155 (formerly TA 255).

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***TA 190 ACTING FOR TELEVISION AND FILM****3.0 Units 2.00 hours Lecture 3.00 hours Lab***Transfers: CSU*

Principles and techniques of various performance methods involved in acting for television and motion pictures. An acting course for the screen. Includes acting in film and television commercials, episodic screen work, and electronic journalism. Concentration on agents, unions, photos, resumes for entertainment industry employment. Directed exercises and dramatic scenes. Students are limited to a combined total of four enrollments in TA 11, 14, 35, 136, 190, and SP 35.

Grading Method: GR - Letter Grade or Pass/No Pass

*NR***TOUR-Travel and Tourism**

### **TOUR 250 INTRODUCTION TO THE EXCITING WORLD OF TRAVEL & TOURISM**

#### **3.0 Units 3.00 hours Lecture**

Introduction to the basics of the travel industry and its various avenues for an exciting career. Methods for both domestic and international itineraries along with understanding industry documents will be discussed. There will be discussions of industry regulations, airline and baggage fees, internet options and career opportunities in all aspects of the travel industry. This will include hotels, car rentals, rail service and cruises. There will also be discussion of travel opportunities that are available in consultation, sales, corporate, leisure, business and meeting planning. Related hospitality opportunities will also be discussed.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TOUR 252 WORLD DESTINATIONS AND RESORTS--WESTERN HEMISPHERE**

#### **3.0 Units 3.00 hours Lecture**

Provides knowledge of hotels, sightseeing and tourist attractions, geographical locations, and local transportation in major destinations within the Western hemisphere. Areas covered include the 48 contiguous United States, Alaska, Hawaii, Mexico, Canada, the Caribbean, the Bahamas and Bermuda Islands, and Central and South America.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TOUR 253 WORLD DESTINATIONS-EUROPE**

#### **3.0 Units 3.00 hours Lecture**

Study sightseeing highlights, tourist attractions, currency, customs and local transportation in major destinations within the most visited countries of Europe.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TOUR 254 WORLD DESTINATIONS-PACIFIC, ASIA, AFRICA, MIDDLE EAST**

#### **3.0 Units 3.00 hours Lecture**

Study accommodations, sightseeing highlights, tourist attractions, currency, customs and local transportation in countries most visited by American tourists in Africa, the Middle East, Asia, and the Pacific.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TOUR 255 SELLING DREAMS - THE TRAVEL INDUSTRY**

#### **3.0 Units 3.00 hours Lecture**

Identifies the many segments of the Travel Industry including airlines, hotels, cruises, tours, car rentals, and rail. Summarizes their place and importance to the traveling public. Serves as an introduction into the travel industry and related positions and careers. Analyzes the differences between sales and marketing. Explores target marketing, demographics, how to sell, advertising, telephone sales, resume writing and interviewing.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TOUR 257 TOURS AND CRUISES**

#### **3.0 Units 3.00 hours Lecture**

Methods and practices for booking tours and cruises worldwide. Fundamentals of the tour and cruise industry, including various products and comparisons.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TOUR 259 AIRLINE COMPUTER TRAINING**

#### **2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Recommended Preparation:** TOUR 250

Designed to teach students how to use SABRE airline computer software systems including screen symbols and function keys. Basic system training includes passenger name record (PNR), automated ticketing, passenger and itinerary booking & modifications, basic faring, fare rules, pricing a PNR, fare shop, and fare quotes.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

### **TOUR 260 ADVANCED AIRLINE COMPUTER TRAINING**

#### **2.0 Units 1.00 hour Lecture 3.00 hours Lab**

**Recommended Preparation:** TOUR 259

Designed to teach students how to use SABRE airline computing software systems. This specialized system is specific to the travel industry assisting agents in coordinating and synchronizing passenger name record, service sections including tours, ticket exchange, International travel, cruise, rail, taxes, travel insurance, car and hotel bookings.

Grading Method: GR - Letter Grade or Pass/No Pass  
NR

## **TU-Tutoring**



**TU 300 SUPERVISED TUTORING****0.0 Unit 3.00 hours Learning Center**

Designed to provide assistance for all students who require additional support in their courses at the college, including basic skills, advanced and honors levels.

Students are assisted by trained tutors who promote self-regulated learning, critical thinking, and problem solving on the part of student learners. Students are supported to monitor their own learning processes. This course is open-entry/open-exit.

Grading Method: NC - Noncredit

*R-E-99*



## Adult Education Courses

### AEBE-Adult Education Basic Education Lang/Math

#### **AEBE 702NC ADULT EDUCATION BASIC EDUCATION LANGUAGE ARTS I**

**0.0 Unit 2.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment reading and writing course within the Adult Education Department that is designed for students who eventually plan to pass the state approved HSE exam. Course emphasizes development of strategies to effectively read and write in English for High School Equivalency (HSE) completion, and college and career readiness. Students read and report on fiction and non-fiction texts that relate to social studies, science and literature. Students meet composition objectives by writing well-organized and well-developed paragraphs and essays.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

#### **AEBE 703NC ADULT EDUCATION BASIC EDUCATION LANGUAGE ARTS II**

**0.0 Unit 2.00 hours Lecture 1.00 hour Lab**

**Recommended Preparation:** AEBE 702NC

This is a non-credit, open enrollment reading and writing course within the Adult Education Department that is designed for students who plan to pass one of the three state approved HSE (High School Equivalency) exams. Students will practice fundamentals in three major content areas: Reading, Language Arts and Writing. Students will achieve the ability to read critically, the ability to write clearly, and the ability to edit and understand the use of standard written English in context.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

#### **AEBE 704NC ADULT EDUCATION BASIC EDUCATION MATH I**

**0.0 Unit 2.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment Adult Basic Education Mathematics course within the Adult Education Department. Course emphasizes development of strategies to effectively solve mathematical problems for students who eventually plan to pass one of the three High School Equivalency (HSE) exams, follow a CTE pathway, or attend academic college courses. Students meet class objectives through the use of fractions, percents, ratios, and proportions to solve problems relating to measurements, geometry and basic algebra.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

#### **AEBE 705NC ADULT BASIC EDUCATION MATH II**

**0.0 Unit 2.00 hours Lecture 1.00 hour Lab**

**Recommended Preparation:**

AEBE 704NC

This is a non-credit, open enrollment Mathematical Reasoning course within the Adult Education Department that is designed for students who plan to pass one of the three state approved High School Equivalency (HSE) exams. Students will further develop algebraic and quantitative problem solving skills in order to achieve a deeper conceptual understanding of mathematics, data analysis, procedural fluency, and the fundamentals of real world applications.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

### AEBE-Adult Education - Grades 1-8

#### **AEBE 792NC ADULT EDUCATION BASIC EDUCATION LANGUAGE ARTS LAB I**

**0.0 Unit 3.00 hours Lab**

**Corequisite:** AEBE 702NC

This course will provide students with the opportunity to prepare and demonstrate the skills necessary to be successful on the Science and Social Studies tests for high school equivalency. Students are provided individual support in subject area material related to social studies, science, understanding maps and geography.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

#### **AEBE 793NC ADULT EDUCATION BASIC EDUCATION LANGUAGE ARTS LAB II**

**0.0 Unit 3.00 hours Lab**

**Corequisite:** AEBE 703NC

This course will provide students with further opportunity to prepare and demonstrate the skills necessary to be successful on the Reading and Writing tests for high school equivalency. Students are provided individual support in material related to essay writing, analyzing texts and critical thinking to improve reading comprehension.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

### **AEBE 794NC ADULT EDUCATION BASIC EDUCATION MATH LAB I**

**0.0 Unit 3.00 hours Lab**

**Corequisite:** AEBE 704NC

This course will provide students with the opportunity to prepare and demonstrate the skills necessary to be successful on the Mathematics test for high school equivalency. Students are provided individual support in material related to number operations, measurement, data analysis and probability.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99*

### **AEBE 795NC ADULT EDUCATION BASIC EDUCATION MATH LAB II**

**0.0 Unit 3.00 hours Lab**

**Corequisite:** AEBE 705NC

This course will provide students with further opportunity to prepare and demonstrate the skills necessary to be successful on the Mathematics test for high school equivalency. Students are provided individual support in material related to algebra and geometry.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99*

## **AEBT-Adult Education Basic Technology**

### **AEBT 701NC ADULT EDUCATION BASIC TECHNOLOGY SKILLS I**

**0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Course teaches basic computer and technology skills, office productivity software, and internet use to adult learners using lecture and lab with practical application appropriate for ESL learners as well as native English speakers. Course is designed for students with limited computer knowledge. Students learn basic parts of the computer, keyboard and mouse operation, a brief introduction to office productivity software (word processing, spreadsheet, presentation software), and the basics of working with the Internet, email, and mobile devices for personal, business, and school purposes. No prior computer experience is needed but students should have some basic English skills prior to enrolling.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99*

### **AEBT 702NC ADULT EDUCATION BASIC TECHNOLOGY SKILLS II**

**0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

**Recommended Preparation:**

AEBT 701NC

Continuation of AEBT 701 offering more office productivity software focusing on basic skills needed to succeed in today's school and business office environment. Exercises will include word processing, spreadsheet, presentation and communications software for entry-level employment. Students will also learn to navigate a learning management system used in college classes.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99*

## **AEFN-Adult Education Foods and Nutrition**

### **AEFN 789NC BASIC FOOD PREPARATION**

**0.0 Unit 1.00 hour Lecture 3.00 hours Lab**

**Recommended Preparation:** FN 210NC or current ServSafe certification

Introduction to the basic principles of food preparation. Students will learn proper measurement techniques, knife skills, cooking temperatures and functions of all equipment. Practical application of food selection, cost analysis, proper handling, cooking, safety and sanitation techniques will be covered.

Grading Method: NC - Noncredit

*R-E-3*

### **AEFN 790NC BAKING BASICS**

**0.0 Unit 1.00 hour Lecture 3.00 hours Lab**

**Recommended Preparation:** FN 210NC or current ServSafe certification

Introduction to fundamental principles of baking basics. Students will learn how to prepare simple quick breads, yeast dough (both lean and enriched), cookies, cupcakes, pastry fillings, tarts, pies and pie fillings. Career outlets and nutritional considerations also covered.

Grading Method: NC - Noncredit

*R-E-3*

**AEFN 791NC HEALTHY COOKING****0.0 Unit 1.00 hour Lecture 3.00 hours Lab****Recommended Preparation:** FN 210NC or current ServSafe certification

Introduction to preparing healthy cuisine to support life-long eating patterns that promote good health. Practical experience in planning and preparing healthy dishes using innovative methods--a variety of cultural and ethnic dishes included. Emphasizes exploration of nutrition information, modification of less healthy recipes, substituting ingredients to include more healthful item-including health benefits and recommendations for healthy food choices, planning, and use of specialized ingredients.

Grading Method: NC - Noncredit

*R-E-3***AESL-Adult Education/English as a Second Language****AESL 701NC BASIC LITERACY-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**  
**0.0 Unit 8.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department designed for students who cannot read or write in English. They may or may not be literate in their primary language. Students will be introduced to the basic concepts of literacy in English. Students will learn to recognize and write the alphabet and numbers, to form English words and to develop their abilities to speak and understand English.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99***AESL 702NC BEGINNING LOW-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**  
**0.0 Unit 8.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have emerging literacy skills in English. Students will practice communication skills in everyday situations and build vocabulary through listening, speaking, reading, writing and grammar activities.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99***AESL 703NC BEGINNING HIGH-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**  
**0.0 Unit 8.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have basic English language skills. Students will learn and communicate in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities. There will be emphasis on comprehending simple conversations, communicating survival needs, reading phrases and simple sentences, and performing communicative written tasks.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99***AESL 704NC INTERMED. LOW-ADULT EDUCATION ENGLISH AS A SECOND LANGUAGE**  
**0.0 Unit 8.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have intermediate language skills in English. Students will improve their listening comprehension, speaking, reading, writing and grammar. There will be emphasis on creative oral language activities, initial critical thinking skills in reading comprehension, and written tasks which begin to focus on academic skills.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

*R-E-99*

**AESL 705NC INTERMED. HIGH-ADULT  
EDUCATION ENGLISH AS A SECOND LANGUAGE  
0.0 Unit 8.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have intermediate language skills in English. Students will improve their listening comprehension, speaking, reading, writing and grammar. Emphasis will be on understanding higher level language activities, reading passages with increased understanding, and increasing focus on creative and academic writing tasks.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

**AESL 706NC ADVANCED LOW-ADULT  
EDUCATION ENGLISH AS A SECOND LANGUAGE  
0.0 Unit 8.00 hours Lecture 1.00 hour Lab**

This is a non-credit, open enrollment life skills course within the Adult Education Department that is designed for students who have a low-advanced level of proficiency in written English. Students will improve their reading, composition, grammar, listening comprehension, speaking, and study skills to prepare them for credit courses or high school equivalency (HSE) preparation courses. Emphasizes understanding higher level language activities, reading passages with increased understanding, and increasing focus on creative and academic writing tasks.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

**AESL 708NC CITIZENSHIP PREPARATION -  
ADULT EDUCATION ESL  
0.0 Unit 5.00 hours Lecture 1.00 hour Lab**

A course in citizenship preparation within the Adult Education Department which provides development in listening, speaking, reading, and writing English within the context of history and government in preparation for the United States Citizenship examination.

Recommended for students who have completed Beginning High ESL course or score at least 201 on CASAS placement test.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

**AESL 710NC ADULT EDUCATION ESL FOR THE  
WORKPLACE I  
0.0 Unit 4.00 hours Lecture 2.00 hours Lab**

This noncredit course is designed to improve Intermediate ESL students' listening, reading, speaking and writing skills and likelihood of academic success in a CTE program and/or workforce. Focus will be on job-specific terminology, field-related readings, with an emphasis on oral communication through intermediate language skills instruction.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

**AESL 720NC ADULT EDUCATION ESL FOR THE  
WORKPLACE II  
0.0 Unit 4.00 hours Lecture 2.00 hours Lab**

**Recommended Preparation:**

**AESL 710NC**

This noncredit course is designed to improve advanced ESL students' listening, reading, speaking and writing skills and likelihood of academic success in a CTE program and/or workforce. Focus will be on job-specific terminology, field-related readings, with an emphasis on written communication through advanced language skills instruction.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-3

**AESL 730NC ADULT EDUCATION ESL  
VOCABULARY DEVELOPMENT I  
0.0 Unit 3.00 hours Lecture**

Students will develop their acquisition of basic vocabulary words, common idioms, and simple phrases related to everyday topics and essential life skills. Students will work on mastering 150-200 new vocabulary items through a variety of listening, speaking, reading and writing activities. This noncredit course is designed for AESL students in the Basic Literacy, Beginning Low and Beginning High levels.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

**AESL 740NC ADULT EDUCATION ESL  
VOCABULARY DEVELOPMENT II  
0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** AESL 730NC 1. Recognize and understand a minimum of 150 new vocabulary items (words, compound words, idioms, phrasal verbs, synonyms, and antonyms) related to life skills and workforce settings. 2. Demonstrate mastery of target vocabulary in a variety of listening, speaking, reading and writing activities. 3. Develop listening, speaking, reading and writing fluency. 4. Spell target vocabulary words correctly. 5. Pronounce target vocabulary words comprehensibly. 6. Use target vocabulary correctly in everyday speech. 7. Distinguish parts of speech, prefixes, suffixes, compound words and multiple-meaning words. 8. Use context clues to identify meaning of unfamiliar words. 9. Acquire other vocabulary learning strategies. 10. Utilize online dictionary and other online resources. Students will review, expand, and acquire vocabulary words, phrasal verbs, idioms, and phrases related to life skills, vocational and academic topics. Students will work on mastering 200-250 new vocabulary items through a variety of listening, speaking, reading and writing activities. This noncredit course is designed for AESL students in the Intermediate Low, Intermediate High, and Advanced levels.

Grading Method: SP - Noncredit Graded Pass/SP/No Pass

R-E-99

## AEWD-Adult Education with Disabilities

### AEWD 771NC MOBILITY SKILLS

#### 0.0 Unit 9.00 hours Lecture

A class designed for students with disabilities to enhance independence by introducing safe practices and knowledge for using public transportation.

Grading Method: NC - Noncredit

R-E-99

### AEWD 772NC INDEPENDENT LIVING SKILLS

#### 0.0 Unit 9.00 hours Lecture

The course is designed for students who are working toward independent living situations and future employment, with supervised mobility in the community. The course addresses skills and competencies relevant to those wishing to live and work more independently.

Instruction is provided both in the community and in the classroom. The college campus is also utilized.

Grading Method: NC - Noncredit

R-E-99

### AEWD 773NC JOB SKILLS

#### 0.0 Unit 9.00 hours Lecture

An educational program designed to assist adults with developmental and learning disabilities achieve their potential as independent members of the community. The course specifically seeks to support students identify vocational goals, develop requisite job search skills, and acquire the necessary social skills to successfully navigate the workplace. Lecture and field trips are combined to provide the student with a comprehensive and meaningful educational experience.

Grading Method: NC - Noncredit

R-E-99

### AEWD 774NC SELF ADVOCACY SKILLS

#### 0.0 Unit 3.00 hours Lecture

This course is designed for students with developmental and/or learning disabilities. Students will identify their strengths and weaknesses. They will learn about their disability and their abilities. Students will define realistic goals, objectives and the skills needed to reach goals, communicate in a respectful and responsible way, locate advocacy support, and learn rights and laws that pertain to people with disabilities.

Grading Method: NC - Noncredit

R-E-99

### AEWD 775NC COMPUTER SKILLS LAB

#### 0.0 Unit 1.00 hour Lab

Designed for students with disabilities to provide instruction in computer operation, word processing, social media, and the use of adaptive equipment.

Grading Method: NC - Noncredit

R-E-99

### AEWD 776NC FUNDAMENTALS OF INDEPENDENT LIVING SKILLS (ILS)

#### 0.0 Unit 3.00 hours Lecture

The course is designed for students who are working toward independent living situations and future employment. The course addresses skills and competencies relevant to those wishing to live and work more independently. This course supports students' personal growth and practical living skills. Students will also be presented with basic meal planning and cooking techniques. Instruction is provided both in the community and in the classroom. The college campus is also utilized.

Grading Method: NC - Noncredit

R-E-99

### AEWD 777NC BASIC COMMUNITY SKILLS

#### 0.0 Unit 3.00 hours Lecture

The course is designed for students who are working toward independent living situations and future employment, with supervised mobility in the community. The course addresses skills and competencies relevant to those wishing to live and work more independently. Students will learn consumer skills, transportation skills, and social skills necessary to safely navigate the community. Instruction is provided both in the community and in the classroom. The college campus is also utilized.

Grading Method: NC - Noncredit

R-E-99

### AEWD 778NC INTRODUCTION TO FUNCTIONAL ACADEMIC SKILLS

#### 0.0 Unit 3.00 hours Lecture

The course is designed for students who are working toward independent living situations and future employment. The course addresses skills and competencies relevant to those wishing to live and work more independently. This course focuses on increasing basic functional academic skills. There is an emphasis on understanding the application of consumer math skills, functional reading skills, and functional writing skills to real life scenarios. Instruction is provided both in the community and in the classroom. The college campus is also utilized.

Grading Method: NC - Noncredit

R-E-99

### AEWD 781NC PERSONAL SAFETY

#### 0.0 Unit 3.00 hours Lecture

This course is designed to introduce students with developmental disabilities to personal safety awareness. Students with disabilities will be presented with proactive steps to take to avoid dangerous situations in the community and at home. Students with disabilities will also be presented with basic techniques for self-defense and first aid.

Grading Method: NC - Noncredit

R-E-99

### **AEWD 782NC PERSONAL BUDGETING AND BANKING**

#### **0.0 Unit 3.00 hours Lecture**

This class is designed for adults with developmental disabilities to provide students with disabilities with money management skills for employed students living in their own apartment. This is an introductory class that teaches banking and budgeting vocabulary and step by step on how to open and manage a checking account as well as creating personal budgets.

Grading Method: NC - Noncredit

*R-E-99*

### **AEWD 783NC COMMUNICATION IN THE WORKPLACE**

#### **0.0 Unit 3.00 hours Lecture**

A class designed for students with developmental or learning disabilities who want to learn how to improve their communication skills in relationship to employment. This course will include activities to enhance written and verbal skills.

Grading Method: NC - Noncredit

*R-E-99*

### **AEWD 784NC CRITICAL THINKING SKILLS**

#### **0.0 Unit 3.00 hours Lecture**

Designed to assist adults with disabilities in acquiring or improving critical thinking skills necessary to function independently in a variety of activities, situations, and environments. Emphasis on problem-solving and decision making through understanding and evaluating situations, utilizing knowledge of cause and effect relationships, exploring options, and planning and implementing strategies.

Grading Method: NC - Noncredit

*R-E-99*

### **AEWD 785NC HEALTHY RELATIONSHIPS**

#### **0.0 Unit 3.00 hours Lecture**

This introductory course is designed to introduce students with disabilities who want to learn how to improve and develop healthy relationship skills necessary to function independently in a variety of situations and environments. Students will learn how to live with confidence and develop relationship skills for the workplace, in the college environment, and in independent living situations.

Grading Method: NC - Noncredit

*R-E-99*

### **AEWD 786NC CAREER GOALS AND JOB EXPLORATION**

#### **0.0 Unit 3.00 hours Lecture**

This course is designed for students who are working toward future employment. The course addresses skills and competencies relevant to those wishing to work more independently. The course specifically seeks to support students to identify vocational goals, explore resources related to job exploration, and develop requisite job search skills. Instruction is provided both in the community and in the classroom. The college campus is also utilized.

Grading Method: NC - Noncredit

*R-E-99*

### **AEWD 787NC CAREER PLANNING AND JOB SEARCH**

#### **0.0 Unit 3.00 hours Lecture**

This course is designed for students who are working toward future employment. The course addresses skills and competencies relevant to those wishing to work more independently. The course specifically seeks to support students to complete a job application, develop a resume, craft a cover letter, and develop competitive job interview skills. Instruction is provided both in the community and in the classroom. The college campus is also utilized.

Grading Method: NC - Noncredit

*R-E-99*

### **AEWD 788NC INTRODUCTION TO EMPLOYABILITY SKILLS**

#### **0.0 Unit 3.00 hours Lecture**

This course is designed for students who are working toward future employment. The course addresses skills and competencies relevant to those wishing to work more independently. The course specifically seeks to support students to acquire the necessary social skills to successfully navigate the workplace while seeking employment as well as once employment is obtained. Instruction is provided both in the community and in the classroom. The college campus is also utilized.

Grading Method: NC - Noncredit

*R-E-99*



## Emeritus Courses

### EACT-Emeritus Accounting

#### **EACT 500 IMPROVING INVESTMENT PERFORMANCE (EI)**

##### **0.0 Unit 2.00 hours Lecture**

Promotes understanding and evaluating investment performance for the beginning and experienced investor, including strategies critical to the formation, preservation and growth of financial assets. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

#### **EACT 501 STOCKS AND BONDS MANAGEMENT (EI)**

##### **0.0 Unit 1.00 hour Lecture**

Studies global economics, stock and bond markets, with an emphasis on helping investors develop an informed and strategic investment philosophy. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

#### **EACT 502 MANAGING INVESTMENT PERFORMANCE (EI)**

##### **0.0 Unit 1.00 hour Lecture**

Understanding and evaluating investment performance for the beginning and experienced investor, including strategies critical to the formation, preservation and growth of financial assets. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

#### **EACT 503 MANAGING BONDS AND STOCKS (EI)**

##### **0.0 Unit 2.00 hours Lecture**

Examines the dynamics of global economics, stock and bond markets, and mutual funds with an emphasis on helping investors develop an informed and strategic investment philosophy. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

#### **EACT 504 ESTATE PLANNING (EI)**

##### **0.0 Unit 2.00 hours Lecture**

Examines financial and estate planning matters. Topics may include probate estates, trusts, wills, property transfers, marital property, advance directives, powers of attorney, elder law, tax implications, and charitable gifts. Current information can include the California Probate Code, community property versus joint tenancy, and creation of investment models and wills. The student will learn personal financial planning, changes in estate and income tax law, money management and investment strategies. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### EART-Emeritus Art

#### **EART 500 ART APPRECIATION (EI)**

##### **0.0 Unit 1.00 hour Lecture**

Focuses on the fundamentals and aesthetics of the visual arts, as well as the major developments that shaped the evolution of Western art. Primarily for older adults.

Grading Method: NC - Noncredit

*R-E-99*

#### **EART 501 ART HISTORY (EI)**

##### **0.0 Unit 2.00 hours Lecture**

This class surveys the history of global art. The focus is on major works and artists of lasting significance from prehistoric to the modern times. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

#### **EART 502 CONTEMPORARY ART AND CULTURE (EI)**

##### **0.0 Unit 2.00 hours Lecture**

This course analyzes 20th century art, culture, and architecture. Explores cultural forces that have shaped and controlled art production. Explores gender and diversity in the art world. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

#### **EART 503 FUNDAMENTALS OF ART ANALYSIS AND APPRECIATION (EI)**

##### **0.0 Unit 2.00 hours Lecture**

Focuses on the fundamentals and aesthetics of the visual arts, as well as the major developments that shaped the evolution of Western art. Primarily for the older adult. (formerly ART 20X).

Grading Method: NC - Noncredit

*R-E-99*



**EART 509 SURVEY OF CERAMICS AND HANDBUILDING (EI)**

**0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

A practical and historical introduction to the ceramics process. The course will include handbuilding, trimming and finishing, firing and glazing. Primarily for the older adult. (formerly ART 10X).

Grading Method: NC - Noncredit

*R-E-99*

**EART 510 CERAMICS HANDBUILDING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

A practical and historical introduction to the ceramics process. The course will include handbuilding, trimming and finishing, firing and glazing. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 511 BEGINNING CERAMICS-WHEEL (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Introduction to potter's wheel techniques, with emphasis on traditional shapes and forms. Includes wheel throwing techniques, trimming and finishing, firing and glazing. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 512 INTERMEDIATE CERAMICS (EI)**

**0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

**Recommended Preparation:** EART 510

Covers theory, materials, and techniques of ceramics at an intermediate level. Includes design-forming techniques, the potter's wheel, glazing, and firing. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 513 ADVANCED CERAMICS (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EART 512

Course directs advanced projects in ceramics with emphasis on the use of the potter's wheel. Evaluation of forms and creative use of ceramic concepts and materials will be emphasized. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 514 BEGINNING CERAMICS-SLIPCASTING (EI)**

**0.0 Unit 1.00 hour Lecture 0.50 hour Lab**

Theory and history of ceramics as well as basic techniques in ceramic slipcasting, including pouring low fire slip into molds, finishing, carving, underglazes, glazes, and overglaze applications plus firing processes. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 515 INTERMEDIATE CERAMICS-SLIPCASTING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EART 514

Intermediate level theory and technique in low firing clay slipcasting. Exploration of basic functions, forms, color, glazing and decorative techniques. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 516 ADVANCED CERAMICS-SLIPCASTING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EART 515

Advanced ceramic slipcasting techniques including concepts in advanced surface and color in the low fire ceramic process. Advanced glaze concepts, including specialty glazes, advanced use of ceramic forms, and ceramic product development will be emphasized. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 517 ART OF CERAMIC DECORATING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Theory and application of transparent underglazes, specialty glazes, and advanced decorative techniques. Advanced student projects will provide for application of theory and practice of techniques. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 518 INTERMEDIATE CERAMICS TECHNIQUES (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EART 510

Covers theory, materials, and techniques of ceramics at an intermediate level. Includes design-forming techniques, use of the potter's wheel, glazing, and firing. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 519 BEGINNING TECHNIQUES OF CERAMIC SLIPCASTING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Theory and history of ceramics as well as basic techniques in ceramic slipcasting, including pouring low fire slip into molds, finishing, carving, underglazes, glazes, and overglaze applications, plus firing processes. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 520 BEGINNING INTARSIA (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 523

Traditional and contemporary intarsia techniques to create a variety of designs with inlaid stones. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 521 INTERMEDIATE INTARSIA (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 520

Develop a perspective of intarsia by size and color. Advanced methods in pointing and fitting of stone, and channel work. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 522 BEGINNING LAPIDARY (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Explores the proper usage of lapidary machines for cutting and polishing stones: slabsaw, trim saw, grinders, sanders, lapping wheels, polishers and drills. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 523 INTERMEDIATE LAPIDARY (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 522

Explores lapidary machines and hand tools for cutting and polishing stones from rough to semiprecious into a variety of shapes such as cachobons, cameos, and carvings for use in decorative items and jewelry. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 524 BEGINNING STAINED GLASS (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Fundamental approach for working with stained glass using the copper-foil and lead came technique, in two and/or three-dimensional projects. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 525 ADVANCED STAINED GLASS (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 524

Designed to explore the possibilities of working in glass by utilizing the kiln to fuse, tack, and slump objects using tested compatible glass. Create a variety of projects incorporating techniques learned in previous 'cold glass' courses. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 531 INTERMEDIATE ENAMELING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 530

A studio course emphasizing traditional and contemporary concepts, processes, and techniques in enameling at an intermediate level. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 532 BEGINNING JEWELRY METAL FABRICATION (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

A studio course with emphasis on the basic metal manipulation techniques involved in making jewelry. Different projects taught each semester. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 533 INTERMEDIATE JEWELRY METAL FABRICATION (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab****Recommended Preparation:** EART 532

An intermediate studio course emphasizing the concepts, processes and techniques involved in the making of jewelry. Includes demonstration and practice in the design and construction of jewelry. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 534 ADVANCED JEWELRY METAL FABRICATION (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 533

A studio course offering advanced theory and methods, materials, designs and practices in the construction of complex jewelry and decorative items. Production methods will be discussed. Primarily for older adults.

Grading Method: NC - Noncredit

*R-E-99***EART 535 FUNDAMENTALS OF METAL FABRICATION FOR JEWELRY (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

A studio course with emphasis on the basic metal manipulation techniques involved in making jewelry. Different projects taught each semester. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 536 INTER TECHNIQUES OF METAL FABRICATION FOR JEWELRY (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 532

An intermediate studio course emphasizing the concepts, processes and techniques involved in the making of jewelry. Includes demonstration and practice in the design and construction of jewelry. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 540 ART MEDIA STUDIES (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Introduction to art media and related fine arts processes. Traditional and contemporary processes in fine art/mixed media and related processes including drawing, painting, printmaking, collage and assemblage in both two-dimensional and three-dimensional art forms. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 549 FUNDAMENTALS OF SKETCHING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Basic drawing techniques with emphasis on dry media and ink. Students will work on gesture, construction, perspective and value. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 550 BEGINNING SKETCHING (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

Basic drawing techniques with emphasis on dry media and ink. Students will work on on gesture, construction perspective and value. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 551 INTERMEDIATE SKETCHING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 550

Using traditional and contemporary drawing media and techniques in a variety of subjects. Builds upon basic drawing techniques. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 552 BEGINNING LIFE DRAWING (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

Sketching and drawing the life model. Emphasis on the fundamental structure of the human body, including skeletal and muscular systems. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 553 FUNDAMENTALS OF LIFE DRAWING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Sketching and drawing the life model. Emphasis on the fundamental structure of the human body, including skeletal and muscular systems. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 559 FUNDAMENTALS OF OIL/ACRYLIC PAINTING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

This course will serve as an introduction to the materials and techniques utilized in oil and/or acrylic painting. Primarily for the older adult population, students in this class will engage in activities and experiences to enhance and maintain their mental, social, and emotional well being through artistic expression. Students will have opportunities to learn and to create their own body of work in the classroom setting. Students will engage, interact, and collaborate through class discussions and presentations.

Grading Method: NC - Noncredit

*R-E-99***EART 560 BEGINNING PAINTING IN OIL/ACRYLIC (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

Introductory course to the materials and techniques of oil and/or acrylic painting. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 561 INTERMEDIATE PAINTING IN OIL/ACRYLIC (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 560

This course is designed for students who have some basic knowledge of color, composition and perspective and who wish to improve techniques, develop creativity and use their own resource materials. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 562 ADVANCED PAINTING IN OIL-ACRYLIC (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab****Recommended Preparation:** EART 561

This course is designed for students who have an intermediate/advanced knowledge of painting, and who wish to continue to sharpen technique and further develop creativity, and style. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 563 PAINTING IN SUBJECT AREAS (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 562

Provides theory and demonstration of materials and techniques in a variety of subject matter and art mediums. Emphasis in working from life: plein air, figure and/or still life. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 564 PORTRAIT PAINTING IN OILS, WATERCOLOR AND PASTELS (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Constructing the human head and features using a variety of painting styles and techniques.

Demonstrations in oils, watercolors, and/or pastels.

Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 565 SURVEY OF PAINTING IN MULTIPLE SUBJECT AREAS (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab****Recommended Preparation:** EART 562

Provides theory and demonstration of materials and techniques in a variety of subject matter and art mediums. Emphasis in working from life: plein air, figure and/or still life. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly ART 53X).

Grading Method: NC - Noncredit

*R-E-99***EART 566 ADVANCED PAINTING TECHNIQUES FOR OIL/ACRYLIC (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 561

Designed for students who have an intermediate/advanced knowledge of painting, and who wish to continue to sharpen technique and further develop creativity, and style. Primarily for the older adult. (formerly ART 52X).

Grading Method: NC - Noncredit

*R-E-99***EART 569 FUNDAMENTALS OF WATERCOLOR PAINTING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Basic methods of applying watercolor: washes, color mixing, and brush technique. The spontaneity of transparent watercolor will be stressed and explored. Primarily for the older adult. (formerly ART 58X).

Grading Method: NC - Noncredit

*R-E-99***EART 570 BEGINNING WATERCOLOR (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

Basic methods of applying watercolor: washes, color mixing, and brush technique. The spontaneity of transparent watercolor will be stressed and explored. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 571 INTERMEDIATE-ADVANCED WATERCOLOR (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab****Recommended Preparation:** EART 570

Advanced techniques in watercolor. Emphasis on the exploration of traditional and contemporary palette, technique and style. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 572 BEGINNING CHINESE BRUSH PAINTING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Provides an introduction to the techniques of Chinese Brush Painting. Practice traditional subjects including animal, botanical and landscape motifs. Traditional mounting of completed paintings. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 573 INTERMEDIATE CHINESE BRUSH PAINTING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 572

Develop skills in handling the brush, ink, and color in a wide range of subjects while exploring concepts of design and composition. Explore history and aesthetics of Chinese painting. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EART 574 INTERMEDIATE-ADVANCED TECHNIQUES OF WATERCOLOR PAINTING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 570

Advanced techniques in watercolor. Emphasis on the exploration of traditional and contemporary palette, technique and style. Primarily for the older adult. (formerly ART 59X).

Grading Method: NC - Noncredit

*R-E-99***EART 580 PASTEL PAINTING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Traditional and contemporary methods of pastel painting with soft and hard pastels. Emphasis in multilayered techniques. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EART 590 BEGINNING SCULPTURE (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Introduction to sculptural ideas, and three dimensional design. The student will apply the theory and techniques of sculpture in selected materials. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EART 591 INTERMEDIATE SCULPTURE (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab****Recommended Preparation:** EART 590

Includes the creation of sculpture in historic, traditional and contemporary styles and techniques. The optional use of ceramic clay and synthetic modeling materials with emphasis on the figure. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EART 592 INTERMEDIATE TECHNIQUES OF CERAMIC SCULPTURE (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EART 590

Includes the creation of sculpture in traditional, historic and contemporary styles and techniques. The use of ceramic clay, and synthetic modeling materials with emphasis on the figure. Primarily for the older adult. (formerly ART 71X).

Grading Method: NC - Noncredit  
R-E-99

**EBIO-Emeritus Biology****EBIO 500 BIRDS OF THE WORLD (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Topics in this course will include bird ancestry, evolution, distribution, topography, behavior and techniques of field identification. Course includes field trips to local and regional bird watching sites. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EBIO 501 ADVANCED BIRDING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab****Recommended Preparation:** EBIO 500

Designed for the older adult with previous coursework or experience in ornithology or birding. Course furthers the study of bird anatomy, ecology, and evolution of birds with an emphasis on developing student skills in identification of bird species in the field.

Grading Method: NC - Noncredit  
R-E-99

**EBIO 502 SURVEY OF REGENERATIVE MEDICINE (EI)****0.0 Unit 2.00 hours Lecture**

Advances in the use of stem cells and genetic manipulation is changing the landscape of medicine, especially in health care for senior adults. This course will use current events as a source of specific topics to anchor an exploration of the use of stem cells and other approaches in regenerative medicine, especially as pertain to concerns for older adults.

Grading Method: NC - Noncredit  
R-E-99

**ECIM-Emeritus Computer Information & Management****ECIM 501 LIFE AND TECHNOLOGY INTEGRATION (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Introduction to current and emerging technologies for the purpose of creating ease, efficiency, and comfort in the completion of daily tasks through the integration of technology into life. Topics include internet use, desktop and laptop computers, tablets, smart cell phones, apps, and other emerging technologies. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**ECIM 502 INTERMEDIATE LIFE AND TECHNOLOGY INTEGRATION (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Designed for the older adult, intermediate concepts are introduced related to current technologies to expand skill sets through the integration of technology into life. Topics include in depth concepts on Smartphone features for Android and Iphone, Ipads, Mac computers, Chromebooks, cloud computing, and security features.

Grading Method: NC - Noncredit  
R-E-99

## **ECIM 503 ADVANCED LIFE AND TECHNOLOGY INTEGRATION (EI)**

### **0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Designed for the older adult, advanced concepts are introduced related to current technologies to expand skill sets through the integration of technology into life. Topics include lecture discussions and lab-practice on smartphone and tablet features for Android and iPhone, iPads, Apple and PC computers, cloud computing, and security features.

Grading Method: NC - Noncredit

*R-E-99*

## **EECL-Emeritus Ecology**

### **EECL 501 HUMAN ECOLOGY (EI)**

#### **0.0 Unit 2.00 hours Lecture**

Introduces students to the interactions of the human species with the natural world. Covers how human society depends upon natural resources and impacts the natural environment by consuming resources and introducing waste into the air, the water, and the soil. Human population dynamics, including older adult longevity and its impacts, will be analyzed in detail, as will the political, economic, and cultural context of human decision-making about the environment.

Designed for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

## **EENG-Emeritus English**

### **EENG 500 INTRODUCTION TO CREATIVE WRITING (EI)**

#### **0.0 Unit 1.50 hours Lecture**

Explores the basic elements of fiction and non fiction writing including audience, structure, voice, description, setting, and manuscript development with a focus on the skills necessary to grow as a writer. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EENG 501 ADVANCED CREATIVE WRITING (EI)**

#### **0.0 Unit 3.00 hours Lecture**

**Recommended Preparation:** EENG 500

An in-depth study of creative writing through the development of nonfiction and fiction prose. Emphasis on point of view, plot description, characterization, dialogue, narration, theme, and sensation. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EENG 502 NON-FICTION WRITING (EI)**

#### **0.0 Unit 3.00 hours Lecture**

Techniques and practices in writing nonfiction articles, essays, and biographical sketches. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EENG 503 FUNDAMENTALS OF CREATIVE WRITING (EI)**

#### **0.0 Unit 3.00 hours Lecture**

Explores the basic elements of fiction and non fiction writing including audience, structure, voice, description, setting, and manuscript development with a focus on the skills necessary to grow as a writer. Primarily for the older adult. (formerly EENG 3X).

Grading Method: NC - Noncredit

*R-E-99*

### **EENG 504 INTERMEDIATE CREATIVE WRITING (EI)**

#### **0.0 Unit 3.00 hours Lecture**

Course builds upon the basic elements of fiction and non-fiction writing to promote a more in-depth study of creative writing. Students will develop point of view, plot description, characterization, dialogue, theme, narration, and prose directed toward more advanced skills.

Students may learn techniques of the form by discussing their work, as well as the assigned readings, in a small group setting. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*



**EENG 510 LITERATURE AND LIFE (EI)****0.0 Unit 2.00 hours Lecture**

Designed for the older adult, this survey course introduces students to works of prose, essays, poetry, drama, fiction, and non-fiction to encourage the study, interpretation, and articulation of the common human experience found within world literature. Selected works will be chosen from varying cultures and languages. Topics covered may include: religious history, social justice, colonization, cultural identity, identity development, alienation, gender roles, race, family life, and social class. Older adult students will analyze selected literary works and compare and contrast cultural, political, philosophical, and humanistic themes in order to promote active citizenship and individual responsibility in a global context. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EENG 511 THE BIBLE AS LITERATURE - GENESIS TO PSALMS (EI)****0.0 Unit 2.00 hours Lecture**

A literary examination of the Hebrew Bible from Genesis to Psalms, analyzing the structure, form, authorship, transmission, style, and distinctive themes of these books with a special focus on the narrative arc or meta-narrative of the section and the original Jewish cultural contexts from which this literature arose. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EENG 512 THE BIBLE AS LITERATURE - PSALMS TO GOSPELS (EI)****0.0 Unit 2.00 hours Lecture**

A literary examination of the Bible from the Hebrew Psalms to the Synoptic Gospels, analyzing the structure, form, authorship, transmission, style, and distinctive themes of these books. There is special focus on the original Jewish cultural contexts from which this literature arose. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EENG 513 THE BIBLE AS LITERATURE - GOSPELS TO REVELATION (EI)****0.0 Unit 2.00 hours Lecture**

Presentation and discussion of the New Testament from John's gospel to his apocalypse. This includes Pauline and non-Pauline Epistles and focuses on the historical, theological, cultural, and literary contexts from which the New Testament emerged. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EENG 514 FILM AS LITERATURE (EI)****0.0 Unit 1.50 hours Lecture**

Examination of film as a 20th and 21st century art form. Considers both foreign and domestic cinema with a focus on archetype, myth, symbol, characterization, and plot. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EENG 515 FILM ANALYSIS THROUGH LITERARY CRITIQUE (EI)****0.0 Unit 3.00 hours Lecture**

Examination of film as a 20th and 21st century art form. Considers foreign and domestic cinema with a focus on archetype, myth, symbol, characterization, and plot. Primarily for the older adult. (formerly ENG 52X).

Grading Method: NC - Noncredit  
R-E-99

**EENG 517 WRITING FICTION-EI****0.0 Unit 3.00 hours Lecture**

This class will be focused entirely on writing fiction in both long and short forms. Through lecture, discussion, writing practice, and critique, students will learn how to craft fiction, from short form to long. Students may work on their individual writing goals during the term, producing short stories or chapters of a novel. Peers will offer oral and/or written feedback on work submitted to the class. Students will also be able to share their writing without critique. The class will also cover how to place work for publication and how to find a literary agent or publisher. Primarily for the Older Adult

Grading Method: NC - Noncredit  
R-E-99

**EFSH-Emeritus Fashion****EFSH 500 QUILTING AND PATCHWORK (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

This course will feature fundamental quilting/patchwork techniques such as applique, cathedral windows, crazy quilting, fabric selection, pattern drafting, piecing, reverse applique, and trapunto. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EFSH 501 WEARABLE ART (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

This course will instruct the student to design and construct a wearable garment or accessory incorporating techniques of surface design, bobbin work, fabric manipulation, embellishment and dimensional texture. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99



### **EFSH 502 BEGINNING CLOTHING CONSTRUCTION (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

This is beginning course that emphasizes the operation of a sewing machine, pattern reading, layout and garment construction. Focus on improvement of basic sewing techniques and process. Primarily for the older adult.

Grading Method: NC - Noncredit  
*R-E-99*

### **EFSH 503 INTERMEDIATE CLOTHING CONSTRUCTION (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EFSH 502

This course outlines clothing construction and pattern alterations for personal wardrobe. Students will examine and utilize commercial patterns, selection of fabric, textures and principles of color design. Primarily for the older adult.

Grading Method: NC - Noncredit  
*R-E-99*

### **EFSH 504 ADVANCED CLOTHING CONSTRUCTION (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EFSH 504

This course offers advanced techniques in construction of garments. Topics include techniques for adjusting patterns and the use of designer patterns for personal and fitted styles as well as handling of special fabrics and fine custom details. Primarily for the older adult.

Grading Method: NC - Noncredit  
*R-E-99*

### **EFSH 505 BEGINNING CROCHETING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Students will be introduced to the art of crochet. Course topics will include color, design, types of yarns, terminology, and patterns. Crochet techniques will be practiced for artistic, functional and wearable projects. Primarily for the older adult.

Grading Method: NC - Noncredit  
*R-E-99*

### **EFSH 506 INTERMEDIATE CROCHETING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EFSH 505

Study of fibers used for crochet. Review of crochet pattern techniques. New stitches and methods of finishing projects, and Adjusting patterns following the gauge changes for size. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EFSH 507 BEGINNING KNITTING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Introduction to knitting stitches, techniques and fibers. Lectures include how to read and modify patterns, cast on and cast-off, basic stitches and finishing techniques, use of test swatches, and understanding gauge. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EFSH 508 INTERMEDIATE KNITTING (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EFSH 507

Course is designed to develop knitting skills at an intermediate level. Students will learn new cast-on, cast-off methods, intermediate and advanced pattern combinations, and pattern adjustment. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EFSH 510 ART AS FASHION (EI)**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

This course will instruct the student to design and construct a garment or accessory incorporating techniques of surface design, bobbin work, fabric manipulation, embellishment and dimensional texture. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EFSH 511 ART ACCESSORIES FOR THE HOME-EI**

**0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Design and create artistic accessories for the home incorporating techniques including weaving, needle punching, fabric dyeing, stamping, stenciling, art journaling, paper cutting, mixed media, faux stained glass, acrylic paint pouring and decorative embellishments. Course is designed primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

## **EGRO-Emeritus Gerontology**

**EGRO 500 AGE-RELATED HEALTH RISK FACTORS (EI)****0.0 Unit 3.00 hours Lecture**

This course provides information to students about age related risk factors contributing to health problems and disease. Primarily for the older adult.

Grading Method: NC - Noncredit  
R-E-99

**EGRO 501 GEROPSYCHOLOGY-PERSPECTIVES ON AGING (EI)****0.0 Unit 2.00 hours Lecture**

This class for older adults focuses on the psychological, physiological, philosophical and social changes that accompany older adult growth and development. The perspective of a new geropsychology is presented, through the biological and social sciences; concepts about identity formation and gerotranscendence from psychology; ideas about humanity from spiritual and humanistic teachings; insights from philosophical inquiries; and research data from demographics and statistics.

Grading Method: NC - Noncredit  
R-E-99

**EHEA-Emeritus Health****EHEA 500 CARDIOVASCULAR HEALTH FOR OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a cardiovascular lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize cardiovascular fitness.

Grading Method: NC - Noncredit  
R-E-99

**EHEA 501 CARDIOVASCULAR WELLNESS FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a cardiovascular lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize cardiovascular fitness.

Grading Method: NC - Noncredit  
R-E-99

**EHEA 502 CARDIOVASCULAR FITNESS FOR OLDER ADULTS (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a cardiovascular lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize cardiovascular fitness.

Grading Method: NC - Noncredit  
R-E-99

**EHEA 503 CARDIOVASCULAR HEALTH AND WELLNESS FOR THE OLDER ADULT (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through a cardiovascular lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize cardiovascular fitness.

Grading Method: NC - Noncredit  
R-E-99

**EHEA 504 AQUA-CARDIO HEALTH FOR THE OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through an aqua-cardiovascular lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize cardiovascular fitness.

Grading Method: NC - Noncredit  
R-E-99

**EHEA 505 AQUA-CARDIO WELLNESS FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through an aqua-cardiovascular lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize cardiovascular fitness.

Grading Method: NC - Noncredit  
R-E-99

**EHEA 506 AQUA-CARDIO FITNESS FOR OLDER ADULTS (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through an aqua-cardiovascular lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize cardiovascular fitness. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 507 AQUA-CARDIO HEALTH AND WELLNESS FOR THE OLDER ADULT (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through an aqua-cardiovascular lecture course with labs to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on nutrition and exercise strategies that emphasize cardiovascular fitness. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 508 BALANCE AND MOBILITY FOR OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a balance and mobility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize balance and mobility. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 509 SURVEY OF BALANCE/MOBILITY TECHNIQUES FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a balance and mobility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize balance and mobility. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 510 PRACTICAL SKILLS OF BALANCE/ MOBILITY FOR OLDER ADULTS (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a balance and mobility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize balance and mobility. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 511 BALANCE AND MOBILITY FOR HEALTH FOR THE OLDER ADULT (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through a balance and mobility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize balance and mobility. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 512 BEGINNING INDEPENDENT MOVEMENT FOR OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a beginning independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize beginning independent movement techniques. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 513 BEGINNING MOVEMENT AND HEALTH FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a beginning independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize beginning independent movement techniques. Grading Method: NC - Noncredit  
*R-E-99*

**EHEA 514 BEGINNING MOVEMENT AND WELLNESS FOR OLDER ADULTS (EI)**

**0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a beginning independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize beginning independent movement techniques.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 515 BEG INDEPENDENT MOVEMENT TECHNIQUES FOR OLDER ADULTS (EI)**

**0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through a beginning independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize beginning independent movement techniques.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 516 INTERMEDIATE INDEPENDENT MOVEMENT FOR OLDER ADULTS (EI)**

**0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through an intermediate independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize intermediate independent movement techniques.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 517 INTERMEDIATE MOVEMENT AND HEALTH FOR OLDER ADULTS (EI)**

**0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through an intermediate independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize intermediate independent movement techniques.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 518 INTERMEDIATE MOVEMENT AND WELLNESS FOR OLDER ADULTS (EI)**

**0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through an intermediate independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize intermediate independent movement techniques.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 519 INTERMEDIATE IND MOVEMENT TECHNIQUES FOR OLDER ADULTS (EI)**

**0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through an intermediate independent movement techniques lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize intermediate independent movement techniques.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 520 MUSCLE STRENGTHENING/BODY ALIGNMENT FOR OLDER ADULTS (EI)**

**0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a muscular strength and body alignment lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize muscular strength and body alignment.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 521 MUSCLE DEVELOPMENT FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a muscular strength and body alignment lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize muscular strength and body alignment.

Grading Method: NC - Noncredit

*R-E-99***EHEA 522 MUSCLE HLTH/BODY ALIGNMENT TECHNIQUES FOR OLDER ADULT (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a muscular strength and body alignment lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize muscular strength and body alignment.

Grading Method: NC - Noncredit

*R-E-99***EHEA 523 MUSCULAR STRENGTH AND BODY ALIGNMENT FOR OLDER ADULTS (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through a muscular strength and body alignment lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize muscular strength and body alignment.

Grading Method: NC - Noncredit

*R-E-99***EHEA 524 POSTURE AND BALANCE FOR OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a posture and flexibility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize posture and flexibility.

Grading Method: NC - Noncredit

*R-E-99***EHEA 525 POSTURE AND MOBILITY FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a posture and flexibility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize posture and flexibility.

Grading Method: NC - Noncredit

*R-E-99***EHEA 526 POSTURE AND FITNESS FOR OLDER ADULTS (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a posture and flexibility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize posture and flexibility.

Grading Method: NC - Noncredit

*R-E-99***EHEA 527 POSTURE AND FLEXIBILITY FOR OLDER ADULT HEALTH (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through a posture and flexibility lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize posture and flexibility.

Grading Method: NC - Noncredit

*R-E-99***EHEA 528 CONCENTRATED MOVEMENT FOR OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a focused movement lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize focused movement.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 529 BALANCED MOVEMENT FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a focused movement lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize focused movement.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 530 SEQUENCED MOVEMENT FOR OLDER ADULTS (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a focused movement lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize focused movement.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 531 FOCUSED MOVEMENT FOR OLDER ADULT HEALTH (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through a focused and balanced movement lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize focused movement.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 532 FOCUS AND MUSCLE STRENGTH FOR OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a concentration and muscle strength lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize concentration and muscle strength.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 533 FOCUS AND FLEXIBILITY FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a concentration and muscle strength lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize concentration and muscle strength.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 534 CONCENTRATION AND WELLNESS FOR OLDER ADULTS (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a concentration and muscle strength lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize concentration and muscle strength.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 535 CONCENTRATION AND MUSCLE STRENGTH FOR OLDER ADULTS (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Through a concentration and muscle strength lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness, and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize concentration and muscle strength.

Grading Method: NC - Noncredit

*R-E-99*

**EHEA 536 BRAIN HEALTH AND WELLNESS FOR OLDER ADULTS (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

This course covers age-related brain functioning and memory-retaining practices primarily for the older adult. Focus is on anatomy and physiology of the brain, brain function, healthful living choices, memory-loss prevention, neurodegenerative diseases, and managing mental health.

Grading Method: NC - Noncredit

*R-E-99*



**EHEA 537 BRAIN HEALTH AND CONDITIONING FOR OLDER ADULTS (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

This course covers age-related brain functioning and memory-retaining practices primarily for the older adult. Focus is on anatomy and physiology of the brain, brain function, healthful living choices, memory-loss prevention, neurodegenerative diseases, and managing mental health.

Grading Method: NC - Noncredit

*R-E-99***EHEA 538 SEQUENTIAL MUSCLE STRENGTHENING FOR THE OLDER ADULT (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through a sequential muscle strengthening lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize sequential muscle strengthening fitness techniques.

Grading Method: NC - Noncredit

*R-E-99***EHEA 539 SEQUENTIAL MUSCLE TECHNIQUE FOR THE OLDER ADULT (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Through a sequential muscle strengthening lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize sequential muscle strengthening fitness techniques

Grading Method: NC - Noncredit

*R-E-99***EHEA 540 SEQUENTIAL MUSCLE STRENGTH FOR THE OLDER ADULT (EI)****0.0 Unit 0.75 hour Lecture 0.75 hour Lab**

Through a sequential muscle strengthening lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining ideal body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize sequential muscle strengthening fitness techniques.

Grading Method: NC - Noncredit

*R-E-99***EHEA 541 INTER MUSCLE STRENGTH/BODY ALIGNMENT FOR OLDER ADULTS (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Through an intermediate muscular strength and body alignment lecture course with labs used to demonstrate skills primarily for the older adult, this course encourages cognitive health and physical wellness. Students will learn methods of achieving and maintaining healthy body composition, illness and injury prevention through lectures, discussions, and demonstrations on balanced nutrition and life sustaining exercise strategies that emphasize muscular strength and body alignment.

Grading Method: NC - Noncredit

*R-E-99***EHSC-Emeritus Health Science****EHSC 500 CONSUMER HEALTH ISSUES (EI)****0.0 Unit 2.00 hours Lecture**

Promotes awareness and informed decision making in regard to health issues, including health insurance, frauds, legislation, selection of doctors, pharmacists and health care agencies. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EHSR-Emeritus Human Services**



**EHSR 500 SUBSTANCE ABUSE EDUCATION (EI)****0.0 Unit 3.00 hours Lecture**

Designed for the older adult, this course explores the socioeconomic and environmental impact of substance use and abuse, including prescription medications, on older adults. Education, prevention, drug policies, and interventions are examined to mitigate the prevalence and impact of substance abuse among older adults in the U.S.

Grading Method: NC - Noncredit

*R-E-99*

**EHSR 501 US MULTICULTURAL AND DIVERSE OLDER ADULT POPULATIONS (EI)****0.0 Unit 3.00 hours Lecture**

Focuses on the identification, definition, and impact of multiculturalism and diversity among older adults in the United States. Explores sociopolitical and historical policies and its affects on multicultural and diverse older adult populations.

Grading Method: NC - Noncredit

*R-E-99*

**EHST-Emeritus History****EHST 500 WESTERN CIVILIZATION SINCE 1648 (EI)****0.0 Unit 1.00 hour Lecture**

Surveys the nature of Western Civilization considering its development since the 17th Century to the present.

Major emphasis will be placed on topics such as War, industrialism, economy, nationalism, imperialism, culture and diversity. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EHST 501 CONTEMPORARY MIDDLE EAST (EI)****0.0 Unit 1.00 hour Lecture**

Major political, economic, and social institutions and movements of the Middle East from World War I to the present. Emphasis on problems of the developing Middle Eastern nations and the Arab-Israeli conflict. Introduction to Islamic religious institutions and their relationship to contemporary issues. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EHST 502 CURRENT AND HISTORICAL ANALYSIS OF THE MIDDLE EAST (EI)****0.0 Unit 2.00 hours Lecture**

Major political, economic, and social institutions and movements of the Middle East from World War I to the present. Emphasis on problems of the developing Middle Eastern nations and the Arab-Israeli conflict. Introduction to Islamic religious institutions and their relationship to contemporary issues. Primarily for the older adult. (formerly HIST 275X).

Grading Method: NC - Noncredit

*R-E-99*

**EHSR 502 HUMAN DEVELOPMENT AND OLDER ADULTS (EI)****0.0 Unit 3.00 hours Lecture**

Designed for the older adult, dimensions of human development & behavior throughout life are explored. Biopsychosocial, cognitive, environmental and developmental dimensions (life course theory [LCT]) are examined from inception of life through end-of-life phases, with an emphasis on aging. The LCT emphasizes the relationship between time and human behavior.

Grading Method: NC - Noncredit

*R-E-99*

**EHST 503 SURVEY OF WESTERN HISTORY SINCE 1648 (EI)****0.0 Unit 2.00 hours Lecture**

Surveys the nature of Western Civilization considering its development since the 17th Century to the present.

Major emphasis will be placed on topics such as War, industrialism, economy, nationalism, imperialism, culture and diversity. Primarily for the older adult. (formerly HIST 205X).

Grading Method: NC - Noncredit

*R-E-99*

**EHST 504 WESTERN CIVILIZATION TO 1648 (EI)****0.0 Unit 2.00 hours Lecture**

Survey of the historical developments of the Western civilization from its birth to the end of the Thirty Years' War, 1648. Major emphasis will be placed on the Greek and Roman civilizations, the emergence, consolidation and decline of Medieval Europe, Humanism and Renaissance, European Exploration and colonization and the Protestant and Catholic Reformations. Designed for older adult students interested in learning the mechanisms of the ancient, medieval and pre-modern Western civilization, its strengths and weaknesses, in order to better understand the roots of the modern and contemporary developments of the West. Designed for older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EHST 510 HISTORY AND BIOGRAPHY THROUGH MEDIA (EI)**

**0.0 Unit 3.00 hours Lecture**

Designed for the older adult, this course will analyze notable historic figures represented in literature, art, music, or public life through media. The medium of film and television will be examined for fact vs fiction and such cinematic values as dramatic license in condensing or elimination, or even the outright changing of the historic record.

Grading Method: NC - Noncredit

*R-E-99*

### **EHST 511 SURVEY OF CALIFORNIA MISSIONS (EI)**

**0.0 Unit 2.00 hours Lecture**

This course, designed primarily for the older adult, surveys political, economic, religious, cultural, and sociological precursors affecting the development of the California mission system. Perspectives of indigenous peoples and critical colonial discourse interrogate the historical narratives of European and American geopolitical and religious expansion within California. Mission establishment, geographic placement, leadership, and the missions' historical and lasting impact will be dissected and discussed with significant emphasis on the subjugation of indigenous peoples in the early and current United States. This course furthers the decolonization of historical events to develop a civically engaged and further educated older adult lifelong learning community.

Grading Method: NC - Noncredit

*R-E-99*

## **EHUM-Emeritus Humanities**

### **EHUM 500 MODERN WORLD CULTURE:1700-PRESENT (EI)**

**0.0 Unit 2.00 hours Lecture**

The study of characteristically modern ideas about a variety of important human experiences as represented in literature, arts, sciences, inviting skepticism and critical thinking, and the development of new attitudes toward home, work, and the human community. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EHUM 501 WORLD RELIGIONS- TRADITION AND TEXTS (EI)**

**0.0 Unit 2.00 hours Lecture**

Students will explore the internal diversity of world religions beyond rituals & beliefs, how they evolve and change, and how they are embedded in all dimensions of human experience. Themes such as gender, sexuality, art, violence, peace, science, power and authority will be explored by studying religious texts and traditions.

Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EHUM 502 INTRODUCTION TO LANGUAGE ACQUISITION**

**0.0 Unit 3.00 hours Lecture**

Designed for the older adult, this course introduces students to language acquisition, including the early perception and production of speech sounds, early word acquisition, the development of rules for sentence production and comprehension, and the acquisition of communicative skills. The course focuses on how humans acquire the capacity to perceive, comprehend, and produce a language to communicate and will discuss the different facets of the human side of natural language as well as the linguistically diverse cultures

Grading Method: NC - Noncredit

*R-E-99*

## **EMUS-Emeritus Music**

### **EMUS 500 FOR THE LOVE OF MUSIC (EI)**

**0.0 Unit 3.00 hours Lecture**

Introduction to music history focusing on musical periods and composers that have shaped Western musical developments. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

### **EMUS 501 INTRODUCTION TO OPERA (EI)**

**0.0 Unit 3.00 hours Lecture**

Students will learn music listening skills in order to appreciate Opera history focusing on musical periods, composers, opera repertoire, and performers from the Renaissance to present, such as Claudio Monteverdi, Wolfgang Amadeus Mozart, Giuseppe Verdi and Giacomo Puccini. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EMUS 502 EMERITUS INSTITUTE CONCERT CHORALE (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Course emphasizes choral singing and literature through the application of correct vocal technique. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly MUS 290X).  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 509 VOCAL AND RHYTHMIC TECHNIQUES (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Emphasizes vocal techniques, including, breath control, tone production and articulation, applied to selected music literature. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly MUS 80X).  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 510 VOICE AND RHYTHMS (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Emphasizes vocal techniques including breath control, phonation, articulation, and resonance (tone production), applied to selected music literature. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult.  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 511 CHORAL ENSEMBLE (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Course emphasizes choral singing and literature through the application of correct vocal technique. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult.  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 512 MEN'S AND WOMEN'S CHORAL - BARBERSHOP (EI)****0.0 Unit 0.50 hour Lecture 0.50 hour Lab**

Choral ensemble of male and female voices specializing in the rehearsal and performance of barbershop harmony. Special attention will be given to note values, basic rhythms, ear training and diction. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult.  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 514 BARBERSHOP CONCERT CHORALE FOR MEN AND WOMEN (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Choral ensemble of male and female voices specializing in rehearsal and performance of barbershop harmony. Special attention will be given to note values, basic rhythms, ear training and diction. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly MUS 34X).  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 519 ENSEMBLE AND ORCHESTRA REHEARSAL AND PERFORMANCE (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

**Recommended Preparation:** Previous instrumental training and demonstrated proficiency  
Preparation, study, and performance of orchestra concert repertoire. Previous instrumental training recommended. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly MUS 295X).  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 521 SURVEY OF AMERICAN MUSIC (EI)****0.0 Unit 3.00 hours Lecture**

A survey of American music and composers through cultural and socioeconomic developments, and historical context. Students will be introduced to styles and trends of great American music, including Classical, Jazz, Opera, Blues, Rock, Pop, Musical Theater, Film Music, Folk, Sacred, and Country music. Primarily for the older adult.  
Grading Method: NC - Noncredit  
*R-E-99*

**EMUS 522 19TH CENTURY ROMANTICISM AND EMOTION IN MUSIC (EI)****0.0 Unit 3.00 hours Lecture**

From Beethoven and Tchaikovsky to American composer Amy Beach, the Romantic era of the nineteenth century is full of passionate music that speaks to everybody's heart and soul. The course covers the different romantic music traditions, and makes connections with other art forms that inspired the nineteenth century composers. Primarily for the older adult.  
Grading Method: NC - Noncredit  
*R-E-99*

**EPHL-Emeritus Philosophy**

**EPHL 500 INTRODUCTION TO PHILOSOPHY (EI)****0.0 Unit 1.00 hour Lecture**

Investigates many of the major philosophical themes within the Western tradition. Themes covered include the nature of self, free will and determinism, the ground and nature of human knowledge, the nature of ethics, aesthetics and the nature of political philosophy. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EPHL 503 FUNDAMENTALS OF WESTERN PHILOSOPHY (EI)****0.0 Unit 2.00 hours Lecture**

Investigates many of the major philosophical themes within the Western tradition. Themes covered include the nature of self, free will and determinism, the ground and nature of human knowledge, the nature of ethics, aesthetics and the nature of political philosophy. Primarily for the older adult. (formerly PHIL 230X).

Grading Method: NC - Noncredit

*R-E-99*

**EPHO-Emeritus Photography****EPHO 501 INTERMEDIATE DIGITAL SHOW PRESENTATIONS (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EPHO 500

Covers the intermediate production of digital visual and audio presentations. Includes digital photography, downloading music, scriptwriting, video, narration, transitions and special effects using computer software to construct digital presentations. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly PHOT 41X).

Grading Method: NC - Noncredit

*R-E-99*

**EPHO 502 BEGINNING DIGITAL PHOTOGRAPHY (EI)****0.0 Unit 0.50 hour Lecture 1.00 hour Lab**

Covers the technical aspects of using a digital camera and the importance of composition in the creation of an image. Includes still life, landscape, on-location photography, and portrait photography. Downloading, storing, organizing and sharing photographic images using software programs, and social media will be discussed. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EPHL 504 FREETHOUGHT PHILOSOPHY PAST AND PRESENT (EI)****0.0 Unit 2.00 hours Lecture**

History of freethought consisting of the heterodox religious systems and secular philosophies that have appeared in opposition to the Judaeo-Christian tradition in the Western world from the Classical Age of Greece and Rome to the present. Study deism, pantheism, agnosticism, atheism as well as multicultural religious philosophical systems and beliefs. Primarily for the older adult. (formerly PHIL 231X).

Grading Method: NC - Noncredit

*R-E-99*

**EPHO 503 INTERMEDIATE DIGITAL PHOTOGRAPHY (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EPHO 502

Reviews technical aspects of using a digital camera, image composition, downloading, storing, organizing and editing images using software programs. Also includes portraits, landscape, low-light photography, flash techniques, digital media enhancement, and the use of filters. Students will also learn the basic principles of judging and evaluating photographs. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EPHO 505 ADVANCED COLOR PRINTING (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

**Recommended Preparation:** EPHO 504

Techniques and procedures used in color and black & white photography exhibition. Related topics of photography and in-depth analysis of the creative image. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**EPHO 506 FUNDAMENTALS OF DESIGN FOR DIGITAL SLIDESHOWS (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Covers phases and techniques in digital visual/audio presentations from photo essays, documentaries, how-to and travel shows. Includes planning, photographing, selecting slides, writing narration, preparing graphics, music, sound effects and cues. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly PHOT 40X).

Grading Method: NC - Noncredit

*R-E-99***EPHO 508 FUNDAMENTALS OF DIGITAL PHOTOGRAPHY (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

Covers the technical aspects of using a digital camera and the importance of composition in the creation of an image. Includes still life, landscape, portrait photography and field trips. Downloading, storing, organizing and sharing photographic images using software programs and social media. Field trips may be required to fulfill the objectives of the course. Primarily for the older adult. (formerly PHOT 50XA).

Grading Method: NC - Noncredit

*R-E-99***EPOL-Emeritus Political Science****EPOL 500 CURRENT ISSUES IN GOVERNMENT (EI)****0.0 Unit 1.00 hour Lecture**

Exploration of current issues and events on global, national, and local levels. Problem areas include crime, economics, social services, environment, and terrorist. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EPOL 501 CURRENT POLITICAL EVENTS AND ISSUES (EI)****0.0 Unit 2.00 hours Lecture**

Exploration of current issues and events on global, national, and local government levels. Problem areas include crime, economics, social services, environment, and terrorist. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***ESPA-Emeritus Spanish****ESPA 500 BEGINNING PRACTICAL SPANISH (EI)****0.0 Unit 2.00 hours Lecture**

Basic fundamentals of conversational Spanish. Includes reading, comprehension, speaking, and writing. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EPHO 510 FUNDAMENTALS OF DIGITAL PHOTOGRAPHIC ED. & RESTORATION (EI)****0.0 Unit 1.00 hour Lecture 2.00 hours Lab**

A practical introductory, entry-level course, for the effective use of updated image editing software on the computer for digital photographers. This practical refresher course prepares students to apply the technical and creative fundamentals of post-production using the Adobe Creative Suite software photography package. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***EPOL 502 INTRODUCTION TO AMERICAN CIVICS (EI)****0.0 Unit 2.00 hours Lecture**

Students will learn how the US system of government & a written constitution, relate to the daily life of every US citizen & resident. Students will explore branches of government, the legislative process, separation of powers, state vs federal law, the US Constitution & the practice of judicial review throughout US history. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***ESPA 501 INTERMEDIATE PRACTICAL SPANISH (EI)****0.0 Unit 2.00 hours Lecture****Recommended Preparation:** ESPA 500

Further the fundamentals of communicative competence in practical Spanish. Focus is on listening, comprehension, speaking, reading, and writing. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99*

**ESPA 502 ADVANCED PRACTICAL SPANISH (EI)****0.0 Unit 2.00 hours Lecture****Recommended Preparation:** ESPA 501

Designed for advanced students seeking to develop fluency in Spanish. The emphasis is on expression and conversation. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***ESPS-Emeritus Special Services****ESPS 500 BEGINNING LIPREADING AND HEARING CONSERVATION (EI)****0.0 Unit 3.00 hours Lecture**

Enables students to develop and practice lipreading skills necessary for social functioning. Presents information designed to help the student better understand their own hearing loss. Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***ETHE-Emeritus Theatre Arts****ETHE 500 SCENE STUDY-ACTING (EI)****0.0 Unit 1.00 hour Lecture 1.00 hour Lab**

Concentrates on essential skills of method acting by review of the works of major playwrights, scene development, characterization, and improvisation.

Primarily for the older adult.

Grading Method: NC - Noncredit

*R-E-99***ETHE 501 INTRODUCTION TO READERS THEATRE (EI)****0.0 Unit 1.50 hours Lecture 1.50 hours Lab**

Designed for the older adult, this course incorporates theatre appreciation from the inside out as students portray characters in plays, dramatize fiction, or voice poetry during class meetings. Group discussions may illuminate the relevance of older work to contemporary times. Students will share oral interpretation, analyze author intention through discussion of line readings, and edit material for presentation.

Grading Method: NC - Noncredit

*R-E-99*

## Other Educational Opportunities

### Community Education

The mission of Saddleback College Community Education is to encourage lifelong learning by providing educational and personal enrichment classes for children and adults of all ages and backgrounds. Community Education strives to provide a dynamic and innovative learning environment for diverse learners of all ages, backgrounds, and abilities. All courses are fee-based and not-for-credit, open to youth and adults year around. Youth programs providing after-school enrichment and summer camp experiences are offered at partnering K-12 school districts and on the Saddleback College campus featuring College For Kids summer programs. Offerings for adults include business, art, entrepreneurship, and technology on the Saddleback College campus.

For further information regarding the Community Education program, call (949) 582-4646 or access our website at [www.saddleback.edu/learning-saddleback/community-education](http://www.saddleback.edu/learning-saddleback/community-education).

### Contract Education

(AR 4104)

As part of its Economic and Workforce Advancement efforts, the District provides instructional classes and customized training and services to business, industry, government agencies, and other public or private organizations. The process may involve delivery of instruction, creation and delivery of new training materials for use in a customized training program, special assistance and assessment, and consultative or developmental services to define specific client needs. The District may contract with business, industry, government agencies, other public or private organizations, or individuals to develop and/or deliver these services. In certain cases, these services may be funded by the contractor (client) through public training funds. These contracted activities are generally closed to the public unless they are part of a specific public partnership agreement. For more information, see the Economic and Workforce Advancement website at [www.saddleback.edu/economic-workforce-development-office](http://www.saddleback.edu/economic-workforce-development-office).

### Cooperative Work Experience

(AR 4103)

Saddleback College offers a well-directed Cooperative Work Experience (CWE) or “internship” program with measurable objectives and results. It is a method of education that combines work experience gained by students on-the-job with regular academic instruction. It is a unique plan of education designed to develop skills and knowledge as well as to improve self-understanding by integrating classroom study with planned and supervised experience outside of the formal classroom environment. CWE credit is available when stipulated in the catalog as a requirement for completion of an Occupational/Career Technical Education Certificate Program or by petition to a faculty member within the department of the student’s major. CWE applications are available in the Division of Business Science, Economic Workforce Development office. Visit [www.saddleback.edu/learning-saddleback/career-technical-education/cooperative-work-experience](http://www.saddleback.edu/learning-saddleback/career-technical-education/cooperative-work-experience) for more information.

### Career Technical Education (CTE) High School Course Articulation

Saddleback College maintains faculty-approved formal course articulation agreements with local high school and ROP (Regional Occupation Program) districts including: Capistrano Unified School District, Laguna Beach Unified School District, Saddleback Valley Unified School District, College and Career Advantage, Coastline ROP, and JSerra Catholic High School. Courses with articulation agreements follow the California Career Statewide Pathways Templates in the areas including: Accounting, Architecture, Automotive Technology, Business, Child Development, Cinema-TV-Radio, Computer Information Management, Computer Maintenance Technology, Drafting, Fashion, Food & Nutrition, Graphic Design, Health Science, Horticulture, Interior Design, Journalism, Kinesiology, Manufacturing, Commercial Music, Photography, Real Estate and Theater Arts. For more information, see the College Credit in High School website at [www.saddleback.edu/learning-saddleback/college-credit-high-school](http://www.saddleback.edu/learning-saddleback/college-credit-high-school).

Students who successfully complete an articulated class offered through a partnering high school or ROP district and receive a grade of A or B, will be eligible to receive Credit by Exam units for the corresponding Saddleback College class. For high school students who successfully complete the CATEMA software process, the credit will



be posted to their official Saddleback College transcript. If the CATEMA software is not used, eligible high school students should make an appointment with a Saddleback College counselor. The counselor will verify the Articulation Agreement and their high school transcript, to assist them in completing a CTE Transition Petition form. Contact the Counseling Department for assistance with processing an earned articulated grade, please call (949) 582-4572 for further information.

## Emeritus Institute

The mission of the Saddleback College Emeritus Institute is to promote lifelong learning by providing academically rigorous, mentally stimulating, socially engaging, and health improving courses for older adults. All courses are tuition-free, non-credit courses and are open to California's lifelong learners (18+) and those looking to prepare for a second career. The Emeritus Institute offers courses online and at off-campus locations convenient to the older adults of the Saddleback College community. The average age of Emeritus Institute students is 73.

Emeritus Institute courses are designed to meet the academic and critical-thinking challenges of each discipline. Disciplines include Accounting, Art, Biology, English, Fashion, Foreign Language, Gerontology, History, Health, Health Sciences, Humanities, Music, Philosophy, Photography, Political Science, and Theatre.

For further information regarding the Emeritus Institute program call (949)-582-4835 or access our website at [www.saddleback.edu/learning-saddleback/emeritus-institute](http://www.saddleback.edu/learning-saddleback/emeritus-institute).

## Honors Program

The Saddleback College Honors Program is an interdisciplinary effort to develop curiosity, innovation, ability, and scholarship in highly motivated students. Our three dozen transfer partners, including UCLA and UC Irvine, offer preferential transfer consideration to students who complete the Honors Program. We promote educational equity by welcoming and serving high-potential learners from all communities and backgrounds.

Honors students may participate in a variety of activities that include cultural events, field trips, independent study projects, research conferences, and other special events on our campus and at four-year colleges and universities.

Any Saddleback College student may enroll in an Honors class without completing an application or seeking special permission. All students in Honors classes do Honors work and receive the "H" transcript notation next to their grade.

To be eligible for preferential transfer, Honors counseling, and priority registration, students must have "Certificate-Track Status" and officially apply to the Honors Program. Students should file the application as soon as possible in order to take advantage of program opportunities and ensure that Honors transfer preparations are complete.

Applications are accepted year-round. Admission requires an essay of self-recommendation, one academic letter of recommendation, and unofficial transcripts of high school work (if fewer than 12 college units are completed) and any college work done other than at Saddleback and Irvine Valley College. Detailed information is available at [www.saddleback.edu/learning-saddleback/honors-program](http://www.saddleback.edu/learning-saddleback/honors-program).

Entering students must complete a New Student Orientation. Then, each semester, students must meet with an Honors counselor; complete at least one Honors course; engage in community or school service; commit no acts of academic dishonesty; and maintain good communication with the Transfer Center and the Honors Program Office.

Completion Requirements:

1. Coursework:
  - a. Composition Requirement (usually in the first year):
    - Option 1: English 1AH or
    - Option 2: English 1BH or
    - Option 3: Library Science 2H
  - b. Breadth Requirement:
    - For Option 1 above: Eight units selected from any Honors classes
    - For Option 2 and 3 above: Nine units selected from any Honors classes
  - c. Capstone Requirement (usually in the year before transfer):

HON 11H, HON 12H, HON 13H, or HON 14H

2. Completion of all Honors classes with a GPA of at least 3.20. All Honors courses must be graded.
3. Earned UC-transferable GPA of 3.25 at time of completion.
4. Good standing at time of completion.

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

## Study Abroad Programs

*(BP 4351/AR 4351)*

Study abroad provides students with a unique opportunity to broaden their horizons, enrich their academic experience, and develop valuable intercultural and/or language skills. Saddleback College offers a variety of study abroad programs that integrate classroom learning with exposure to different cultures and environments, as students explore the natural beauty and ecology of a foreign country; savor its foods; live among its people; visit its galleries, theaters, museums, and night clubs; and take excursions to unique heritage sites and biological reserves, all while earning transferable college credits and developing new perspectives on academic subjects and real-world issues.

Recently run and upcoming study abroad programs at Saddleback include programs in various disciplines/divisions and in various locations: Brazil, Cuba, England, France, Ireland, Italy, Mexico, Peru, and Spain. For listings and information on current and upcoming programs, visit the Study Abroad website at [www.saddleback.edu/learning-saddleback/study-abroad](http://www.saddleback.edu/learning-saddleback/study-abroad).

# Student Services

## Basic Needs Center

Saddleback is committed to providing all students with reliable resources to address their basic needs. The C.A.R.E. (Community Allocated Resources for Everyone) Corner is an on-campus Basic Needs Center for all currently enrolled students to secure their food, clothing, wellness, and financial needs. Our free on-campus resources include our Clothing Closet, Food Resource Center, subsidized lunches, school supplies, hygiene items, diapers and more! We offer appointments to connect students to additional resources in the community to meet their needs. Visit our webpage at [www.saddleback.edu/student-support/care-corner](http://www.saddleback.edu/student-support/care-corner) for additional information.

### Food Resource Center (Food Pantry)

Saddleback is proud to offer an on-campus Food Resource Center (FRC) to all currently enrolled students. Our food pantry offers non-perishable items, fresh produce, dairy, and meat products. A student ID is required each time a student visits the center. Students may submit food orders and schedule pick-ups once per week. Visit our webpage at [www.saddleback.edu/student-support/care-corner](http://www.saddleback.edu/student-support/care-corner) for additional information including location and hours of operation.

### Free Lunch Program

Students who are experiencing food insecurity or financial difficulties may be eligible to receive free lunches. To be added to the lunch subsidy program, schedule an appointment with our Basic Needs team by visiting [sars.saddleback.edu/esars/basicneeds](http://sars.saddleback.edu/esars/basicneeds). For additional information visit our webpage at [www.saddleback.edu/student-support/care-corner](http://www.saddleback.edu/student-support/care-corner).

### Clothing Closet

The C.A.R.E. Corner Closet provides gently used clothing to all students who are enrolled in the current term. Items available include professional attire, t-shirts, sweatshirts/jackets, pants, shoes, accessories, and children's clothes! Students may visit the CARE Corner Closet once per month. Visit our webpage at [www.saddleback.edu/student-support/care-corner](http://www.saddleback.edu/student-support/care-corner) for additional information including location and hours of operation.

## Bookstore

The Saddleback College Bookstore is here to provide the course materials and supplies Saddleback students, faculty, and staff need. For convenience, you can order course materials online at [www.saddlebackshop.com](http://www.saddlebackshop.com) and have them delivered to your home or pick them up at the Bookstore. But there's more to the Saddleback College Bookstore than course materials. We have bestsellers, classics, study aids, reference books, textbooks, test preparation manuals, Apple, PC's, snacks, and more. If you don't see it in the store, we'll special order it for you. You can stock up on school supplies, shop for gifts and find the perfect card, all without leaving campus. And we'll outfit the fashionable Bobcats with the finest Saddleback apparel (clothing, t-shirts, sweatshirts, fan gear) and gifts.

The Saddleback College Bookstore is located on the bottom floor of the Student Service Center, Room 133. To contact the Saddleback College Bookstore, please call (949) 582-4715 or e-mail [saddleback@bkstr.com](mailto:saddleback@bkstr.com). Saddleback College Bookstore is managed by Follett Higher Education, one of the country's leading college retailers.

## Child Development Center

The Child Development Center offers educational opportunities and services for pre-school children (18 months - 6 years) of Saddleback College students, Saddleback College faculty and SOCCCD staff, as well as members of the general community. Consistent, safe, and stable care for a child is often a determining factor in a parent's decision to attend and succeed in entering college or a career. Children are enrolled on a first-come, first-serve basis, and priority is given to parents who are enrolled at Saddleback with 6 or more semester units. The center is a play-based, research supported lab school for students of the college's Child Development and Education Department and provides an early childhood education for positive growth in all domains: emotional and social, physical and intellectual. The carefully designed environment is filled with educational experiences to meet children's needs.

The center is located at the south end of the campus on College Drive East (Parking Area 1A). All interested parents from throughout the community are encouraged to call (949) 582-4582 or visit [www.saddleback.edu/student-support/](http://www.saddleback.edu/student-support/)

[child-care/child-development-center-programs](#) for further information, including program options and current fee schedule.

## Escort Service

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

## Student Financial Assistance Program

The Financial Aid Office is here to provide students and the community a better understanding of financial aid programs and services available. We value and take pride in the diversity of our students and the support we provide in promoting student success. There are many financial aid programs that can help students with fees, books, supplies, transportation, housing, and other related educational expenses. (BP 5130/AR 5130)

All students may be eligible for some form of assistance based on their financial need. Students may apply for aid by filing a Free Application for Federal Student Aid (FAFSA) online at [www.studentaid.gov](http://www.studentaid.gov) (link is external) or Undocumented students may apply for the California Dream Act Application online at <https://dream.csac.ca.gov> (link is external). Students completing the California Dream Act Application may be eligible for State Programs only.

### Basic Student Eligibility Requirements for Federal Student Aid

- Be enrolled as a regular student in an eligible program which includes certificate, associate degree, or transfer programs
- Cannot also be enrolled in elementary or secondary school
- Have a high school diploma or equivalent
- Make satisfactory academic progress
- Meet enrollment status requirements
- Be a citizen or eligible noncitizen
- Have resolved any default on a FSA loan or overpayment
- Have a valid social security number
- Resolve any conflicting information

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

To be considered for financial aid, students must complete the Free Application for Federal Student Aid (FAFSA), the renewal application or the California Dream Act application. These applications are usually available beginning in October for the following academic year.

The FAFSA application qualifies eligible students for both federal and state aid. The California Dream Act application is for undocumented students who qualify for AB540 and is for state aid programs only. These applications will be used to determine a student's eligibility for the following Federal and State programs:

### Federal Programs

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

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

**Federal Work-Study (FWS)** is a program with limited funding which provides employment to help pay for part of a student's educational costs. This program is based on financial need and, if awarded, is part of a student's award package. Students on FWS may work approximately 15 hours per week on campus.

**Federal Direct Subsidized and Unsubsidized Loans** must be repaid. Students must complete a Free Application for Federal Student Aid (FAFSA) first. Once a student receives a financial aid award letter, the student may request a

student loan at [www.saddleback.edu/fao/loans](http://www.saddleback.edu/fao/loans). The amount of loans range from \$3,500 to \$10,500 per academic year. Loan amounts will be determined at the time the Financial Aid Office certifies a loan request.

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

## State Programs

**California College Promise Grant (CCPG)** is a program that provides assistance with mandatory enrollment fees for the entire academic year (fall, spring and summer semesters). There is no limit to the number of units that are covered by the CCPG.

To receive this assistance, students are encouraged to submit the FASFA or the California Dream Act, and be a California resident or an eligible AB 540 student.

**Required Academic Progress for California College Promise Grant** Any combination of two primary consecutive terms (fall and spring) of cumulative GPA below 2.0, and/or cumulative course completion less than 50% may result in loss of fee waiver eligibility. Registered Foster Youth are exempted from this requirement.

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

**The Cal Grant Program** is a state funded educational opportunity program to assist students in paying for a college education. There are entitlement awards as well as competitive awards. Application deadlines are March 2nd and September 2nd for community college students.

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

**Cal Grant B Entitlement Awards** are for every graduating high school senior who has at least a 2.0 GPA, meets all the Cal Grant requirements and applies by March 2 within one year of graduating (or receiving their GED). This Entitlement Award provides up to \$1672 for books and living expenses for the first year. Beginning with the second year of Cal Grant B benefits, this award also helps pay for tuition and fees at public or private four-year colleges or other qualifying institutions.

**Cal Grant Community College Entitlement Awards** are for students attending a California Community College, who do not meet the March 2nd deadline, can apply for a Cal Grant by September 2nd of each academic year. Students who meet the general Cal Grant eligibility requirements (above), will be reviewed for eligibility for the appropriate Cal Grant award based on GPA and financial need.

**Cal Grant B Competitive Awards** are for students who aren't eligible for the Entitlement awards. Awards are for students who have at least a 2.0 GPA, meet all the Cal Grant requirements and apply by either the March 2nd or September 2nd deadline. The award provides up to \$1672 for books and living expenses for the first year. Beginning with the second year of Cal Grant B benefits, this award also helps pay for tuition and fees at public or private four-year colleges or other qualifying institutions.

**Cal Grant C Awards** are available to assist students with tuition, fee, and training costs for occupational or vocational programs. The \$1094 Cal Grant C award provides for books, tools, and equipment. To qualify for Cal Grant C awards, students must meet basic eligibility requirements and be enrolled in a vocational program that is at least four months in length. For more information, visit the California Student Aid Commission website at [www.csac.ca.gov](http://www.csac.ca.gov) (link is external).

**Cal Grant Students with Dependent Children Grant** is awarded to eligible Cal Grant B or C recipients who have dependent children, receiving more than half of their support from the student.

**The California Chafee Grant Program** gives up to \$5,000 annually in free money to foster youth and former foster youth to use for vocational school training or college courses. To apply, you must be eligible, or have been eligible for foster care, between your 16th and 18th birthday, and not have reached your 26th birthday as of July 1 of the award year.

**Student Success Completion Grant** is provided to Cal Grant B or C recipients who is enrolled in 12 or more units per semester.

**Dreamers Service Incentive Grant** encourages California Dream Act applicants with Cal Grant A or Cal Grant B who meet the income eligibility requirements for Cal Grant B to perform community or volunteer service. Eligible California Dream Applicants can receive a grant from CSAC after completing community or volunteer service hours at an eligible organization. A separate application is required to receive this grant and can be found at <https://www.csac.ca.gov/dsig/apply>.

## Scholarships

Saddleback College offers scholarships through the college's Foundation Office and generous donors. Students may be awarded scholarships on the basis of academic achievement, financial need, or campus and community service. Scholarship information is available at [www.saddleback.edu/administration/office-president/saddleback-college-foundation/apply-scholarships](http://www.saddleback.edu/administration/office-president/saddleback-college-foundation/apply-scholarships).

Scholarships are also available from sources beyond Saddleback College. Additional information can be found at [www.saddleback.edu/apply-pay/financial-aid/types-financial-aid/scholarship-information](http://www.saddleback.edu/apply-pay/financial-aid/types-financial-aid/scholarship-information).

## Return of Title IV Funds (HEA)

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

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

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

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

## Grant Over-Awards

There are occasions when students receive financial aid payments based upon misreported information. This results in a grant over award. Examples of misreported information include inaccurate or omitted income, prior loan defaults or grant overpayments, having a bachelor's degree, not having a high school diploma or GED, forged signatures, and unsatisfactory academic progress, just to name a few. Furthermore, students who change enrollment status prior to the financial aid freeze date each semester, after having been paid for those classes, may also be in over award status.

Students who receive grant funds and are later determined to be in over award status, as noted above, are required to repay the entire sum received.

## To Maintain Financial Aid Eligibility

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

Satisfactory and measurable academic progress is defined as successfully maintaining cumulative GPA (grade point average) of 2.0 (C or greater) and complete 67% (or more) of all units attempted. Also, a student cannot exceed 150% of the maximum time frame as stated in the student educational objective.

## Food Services



Saddleback College offers a range of food options on campus. The Saddleback College dining hall is located upstairs in the Student Services Center and features drink/snack vending machines, a smart fridge vending machine that offers meals such as wraps, bowls, and salads, and a microwave oven available for use. Vending machines are located throughout campus, and a coffee cart offers service on the upper quad. The Saddleback College Bookstore also has a variety of chips, candy, beverages and other snacks. The [interactive campus map](#) shows the location of the cafeteria, vending machines, and coffee cart.

## Health Services

The Saddleback College Student Health & Wellness Center provides a holistic approach to health care that embraces physical, psychological, and social factors. The Health & Wellness Center team includes a medical director, board-certified nurse practitioners, registered nurses, licensed medical assistants, clinical psychologists, doctorate-level psychology interns, and a welcoming front office staff. Our multi-disciplinary team strives to meet all of the physical, mental health and basic needs of our students. We also focus on preventative health and wellness education. Our services include:

- Urgent Care
- Physical Examinations
- Women's Health and Pap testing
- Sexual Health and STD screening
- Immunizations and TB testing
- Vision and Hearing Screening
- Low-cost laboratory testing
- Low-cost prescriptions
- Psychotherapy and psychological testing
- Mental Health Crisis intervention
- Community Referrals
- Program Clearances

The above services are available to all currently enrolled students attending classes at Saddleback College in the current semester and who have paid their health fee. Some procedures and medications will incur additional fees. Appointments are available both in person and via tele-health.

The Student Health Center also offers a wide variety of health topics, including Opiate Overdose and Narcan availability, Sexual Assault Education, Victim Survival Guide and Campus Reporting Protocol (California Education Code, Section 67385).

Visit our website at [www.saddleback.edu/student-support/student-health-wellness-center](http://www.saddleback.edu/student-support/student-health-wellness-center) for more information or to schedule an appointment.

## International Students Office

The International Student Office provides a variety of services that include admissions, F1 student visa application and immigration advising, academic workshops, seminars and social events. The office is located in the Student Services Center, Room SSC 107. For more information, please call (949) 582-4637 or visit our website at [www.saddleback.edu/apply-pay/how-apply/international-student](http://www.saddleback.edu/apply-pay/how-apply/international-student).

## Library and Tutoring Services

### Learning Resource Center Tutoring

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

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

### Program Assisting Student Athlete Success (PASS)



The vision of the PASS program is to aid student athletes in achieving success not just on the field, but within the classroom by creating a positive and productive learning environment. This is done by offering focused support and liaison services for all athletes including: tutoring, grade checks, drop-in counseling, academic intervention, C.A.R.E. support, registration and financial aid. For general PASS information please contact Dustin Bothwell, Learning Assistance Specialist. Email at [dbothwell@saddleback.edu](mailto:dbothwell@saddleback.edu) or by phone at (949) 348-6190.

## LRC Open and Skills Computers

The Open and Skills Computers, located on the second and third floors of the LRC offers students the opportunity to use software specific to course assignments, explore learning through the Internet, and strengthen their knowledge of technology by learning more about Canvas, MySite, and how to be successful in online classes. Student Tech Support Assistants are available on the second and third floors of the LRC. For more information call (949) 582-4363 and visit the LRC Tutoring website [www.saddleback.edu/student-support/tutoring-center](http://www.saddleback.edu/student-support/tutoring-center).

## Library Services

The Saddleback College Library's mission is to assist students and faculty with their research and personal information needs. The Library is located on the third floor of the renovated Library/LRC Building. For complete information about library resources and services visit the website at [www.saddleback.edu/student-support/library](http://www.saddleback.edu/student-support/library), or call (949) 582-4525 or (949) 582-4526.

### Borrowing and Renewing Materials

District students, faculty, and staff may borrow circulating materials with a valid photo ID. Valid users may check out up to nine items in the circulating collection for up to four weeks. Items (not overdue or for which there is a hold by another user) may be renewed twice, in person or by phone. Supplies permitting, students may check out a Chromebook from the library for use while they are enrolled in classes.

### Fees, Fines, and Holds

Overdue items may result in a "hold" on student records that prevents students from registering, adding, dropping classes, and/or receiving grades, transcripts, or diplomas.

## Outreach & Strategic Partnerships

The Outreach and Strategic Partnerships Department, serving under the Office of the President, houses our newly developed Enrollment Coach team. This team has been developed to ensure that all new students are offered personalized enrollment support along their journey of becoming a Saddleback College student. Our office engages prospective students through a variety of activities including community presentations, application workshops, open house events, and specialized campus tours.

Please contact our office by email at [scoutreach@saddleback.edu](mailto:scoutreach@saddleback.edu) or request information on our website at: [www.saddleback.edu/get-info](http://www.saddleback.edu/get-info).

## Student Faculty Conferences

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

## Student Payment Office

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

The SPO —

1. Collects student fees and fines
2. Collects financial aid overpayments
3. Processes refund requests
4. Disburses financial aid checks

5. Processes payment deferral requests
6. Posts and removes fiscal holds (these are holds for nonpayment) on student accounts

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

### **Student Permanent Photo Identification (ID) Cards**

Saddleback College issues student identification cards to be used for college services including the library, printing on campus, and access to other services. Your Saddleback College ID card will also work for services on the Irvine Valley College campus. To be issued a one-time permanent photo identification card, students must be currently enrolled at Saddleback College and have Saddleback College as their College of Record. Student photos may be taken in the Office of Admissions and Records (SSC 102) during normal business hours. To have a photo taken, students must present a valid government issued ID for identity verification. For questions, contact the Office of Admissions and Records at (949) 582-4555 or [scadmissions@saddleback.edu](mailto:scadmissions@saddleback.edu)([link sends e-mail](#)).

# Counseling and Special Services

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

Saddleback College CalWORKs program works with the County Social Services offices throughout California and other community agencies to support students in achieving upward mobility. The CalWORKs program is committed to assisting students in developing their skills, knowledge, and experience that will enable them to become more marketable in the workforce after earning a certificate, transfer and college degree. Within the CalWORKs program, students are provided with student success support services such as academic, personal, and career counseling, work-study, priority registration, extended tutoring, and much more. The CalWORKs Program office is in the Student Services Center, Room 140 or call (949) 582-4207 or visit [www.saddleback.edu/student-support/specialized-programs/california-work-opportunity-and-responsibility-kids-calworks](http://www.saddleback.edu/student-support/specialized-programs/california-work-opportunity-and-responsibility-kids-calworks).

## Career Resource Center

The Career Resource Center provides support to students and potential students. It is located in the Student Services Center, Room 140. Career guidance and job search resources are available to anyone who needs assistance with making a career decision, choosing a major, researching career options and labor market information, searching for jobs, or preparing application materials. We offer one-on-one appointments, online resources, workshops, and other events. Educational and occupational information are available in the library to explore at the student's own pace. Additional resources include information about Career Education, scholarship resources, and online and traditional education options that may lead to a career or transfer. Computerized assessments that measure skills, personality, and values are available for free or at a nominal fee. To learn more, or make an appointment please call (949) 582-4575. Additional services and resources are available on our website at [www.saddleback.edu/student-support/career-support](http://www.saddleback.edu/student-support/career-support).

## Disabled Student Programs and Services (DSPS)

The DSPS Program at Saddleback College provides support services and specialized instruction for students with disabilities. Documented verification of disability is required, and students must apply in the DSPS office to determine eligibility or online via the DSPS website at [www.saddleback.edu/student-support/specialized-programs/disabled-students-programs-and-services-dsps](http://www.saddleback.edu/student-support/specialized-programs/disabled-students-programs-and-services-dsps).

The following support services may be available for eligible students at Saddleback College: academic, personal, and career counseling; priority registration; accommodated testing; mobility orientations and campus-accessibility maps; notetaking, reader, and transcription services; printed enlargement; alternative media production; adapted computer labs; sign-language interpreter services; and liaison with faculty and community agencies. In addition, DSPS offers specialized courses in strategy training, basic skills, and adapted computer. Arrangement for support services must be made in advance.

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

Any concern regarding access to programs and services should be directed first to the Dean of Counseling Services and Special Programs (949) 582-4885 and second to the Dean of Counseling Services and Special Programs (949) 582-4572, who is the 504 Officer/ADA Coordinator, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692.

## EOPS and CARE

### Extended Opportunity Programs and Services (EOPS)

EOPS serves students who face educational and financial disadvantages. The EOPS program is committed to providing over and above student support services such as priority registration, personalized counseling, book vouchers, extended tutoring, CSU/UC application fee waivers, reimbursement for honors societies membership fees, scholarships, and much more. The goal is to provide EOPS students with the tools and support needed to succeed

in their academic and/or vocational goals. Additionally, the program strives to promote self-awareness and personal growth through counseling. Interested students should apply at the EOPS office in the Student Services Center, Room 126, or call (949) 582-4620 for information or visit our website at [www.saddleback.edu/student-support/specialized-programs/extended-opportunity-programs-and-services-eopscare](http://www.saddleback.edu/student-support/specialized-programs/extended-opportunity-programs-and-services-eopscare).

## Cooperative Agencies Resources for Education (CARE)

As a supplemental program of EOPS, CARE provides additional educational support and assistance to EOPS eligible students who are single head-of-households parents and currently receive CalWORKs (California Work Opportunity and Responsibility to Kids) cash aid for themselves and/or their children. More information is available at the EOPS office in the Student Services Center, Room 126, or call (949) 582-4620 or visit our website at [www.saddleback.edu/student-support/specialized-programs/extended-opportunity-programs-and-services-eopscare](http://www.saddleback.edu/student-support/specialized-programs/extended-opportunity-programs-and-services-eopscare).

## General Counseling

Saddleback College provides complete counseling and career development services. These services include individual and/or group counseling for academic, career, transfer, and personal counseling. Counselors provide support for career decision-making; assistance with educational program planning and course selection; preparation for transfer, a degree, or a specific job; and assistance with beginning or returning to school. Students are encouraged to meet with a counselor at least once a semester.

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

Counselors are available day and evening, either by appointment or on a walk-in basis. Appointments are especially recommended well in advance of registration periods. Counseling is available both in person and online.

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

A Counseling class taught by counselors is highly recommended for all students. Topics include Academic or Educational Planning, Career Exploration, Helping Relationships, Human Relations, and/or Study Skills. Each course is intended to aid the individual's success both within and life beyond the Saddleback College experience.

## Transfer Center

The Transfer Center provides transfer resources and counseling services to empower students to achieve their desired transfer goal and career objective.

Transfer Center counselors offer specialized counseling in Associate Degrees for Transfer (AA-T/AS-T); college applications and personal statements; Honors Program; Transfer Admission Guarantees (TAG); post-application assistance; and transfer financial aid. The Transfer Center also works with four-year college representatives to offer information sessions/workshops and individual representative visits with transfer students.

The Transfer Center hosts college fairs each semester, which attract over 80+ CSU, UC, In-State Private, Out-of-State, and International colleges and universities. The Transfer Center also hosts an annual Transfer Celebration highlighting the academic achievements of our transfer students.

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

## Veterans Administration (VA) Education Benefits

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

1. All students using VA education benefits are eligible for priority enrollment.
2. Students using VA education benefits (such as Chapter 31 or 33) where the Department of Veterans Affairs makes payment to the college for applicable enrollment fees will receive a payment deferral on their student

account. There will be no fines, holds, or other penalties assessed on the student's account while the college is awaiting payment from the VA. These students are not required to pay any upfront costs related to enrollments; however, the student will be responsible for any fees not covered by the VA.

3. Colleges are required by VA to evaluate all VA students' previous education and training. Records of previous education and training are maintained in each VA student's file. All previous education and training for which credit is granted will be used in fulfillment of applicable course requirements and therefore shorten the training period proportionately. Students will be notified by their academic counselor of all prior education and training that is applicable to their programs.
4. Effective August 1, 2018, VA requires that VA students' monthly pay be based on the ZIP code of the location where they physically attend the majority of their classes. This includes off-campus locations. Please contact the Veterans Office for more information. The Veterans Office is located in the Student Services Center (SSC) room 208. The phone number is (949) 582-4870. This is a college services office, not a branch of the federal government.

**Military Tuition Assistance (MTA)** program for active duty military personnel is also processed in the Veterans Office. MTA forms must be submitted to the Veterans Office once signed by the active duty service member's commanding officer and military base education officer. This form is available at military bases' education offices.

In the event a course is dropped by the student and TA funds are received by the college, the unearned tuition assistance funds will be returned as follows:

- 100% of TA funds for courses dropped within the first two weeks of a standard term (or 10% of a short-term course); or
- 0% of TA funds for courses dropped after the second week of a standard term (or after 10% of a short-term course); or
- 0% of TA funds will be returned when a course is 60% completed

## Veterans Education and Transition Services (VETS)

Saddleback College is committed to easing the transition process and providing opportunities for success to our United States military veterans. The VETS Program provides direct support services for student veterans, active military personnel, and their families. VETS Program services include, yet are not limited to: new student onboarding, academic, career, and personal veterans counseling, scholarship assistance, Veterans Student Council, active duty military outreach at Camp Pendleton School of Infantry, counseling for dependents using CalVet Fee Waiver, and other educational benefits. Saddleback College also offers a "Boots to Books" course which integrates veteran specific topics into the curriculum of [Counseling 40](#) (3 units; CSU transferable). The VETS Program hosts events and outside partners focused on the service member's reintegration into civilian and college life.

The VETS Center is located in the Student Services Center, Room SSC 211. For more information, phone 949-582-4252, visit our website at [www.saddleback.edu/student-support/specialized-programs/veterans-education-and-transition-services-vets](http://www.saddleback.edu/student-support/specialized-programs/veterans-education-and-transition-services-vets), or email us at [vetsoutreach@saddleback.edu](mailto:vetsoutreach@saddleback.edu) (link sends e-mail).

# Graduation Requirements

## Associate of Arts (AA) and Associate of Science (AS) Degree

(BP/AR 4100)

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

1. **Unit Requirement:** Units of Course Credit — minimum 60 units. Courses numbered 1-299 at Saddleback are degree applicable towards the AA and AS degrees. Courses numbered 1-199 are applicable towards the Associate Degree for Transfer.
2. **Scholarship Requirements:** A minimum grade-point average of 2.0 in all units attempted at Saddleback College and an overall grade-point average of 2.0 for all transcripts used.
3. **Residence Requirement:** Of the 60 semester units required, at least 12 units must be completed in residence at Saddleback College.
4. **General Education Requirement:** Students are advised to consult a Saddleback College counselor for assistance in developing an educational plan prior to choosing their general education pattern and degree. A single course may be used to satisfy both a general education and major requirement. The General Education patterns are viewable at [www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources](http://www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources). Choose one General Education pattern to complete (1, 2, or 3):
  1. Associate Degree – General Education Requirements (Local GE), or
  2. The California State University General Education (CSU GE) Breadth Certification pattern, or
  3. The Intersegmental General Education Transfer Curriculum (IGETC) pattern.
5. **Major Requirement:** All courses must be completed with a grade of "C" or better. (Title 5 section 55063). Complete an Associate degree program as described in the Saddleback College catalog.

## Associate Degrees for Transfer (AA-T and AS-T)

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree.

To view the most current list of Saddleback College Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please go to [www.saddleback.edu/student-support/articulation](http://www.saddleback.edu/student-support/articulation). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Current and prospective community college students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

To complete the Associate Degree for Transfer, students must complete:

1. A minimum of 60 transferable semester units. Courses numbered 1-199 at Saddleback are applicable towards the AA-T and AS-T degrees;
  - a. A minimum grade point average (GPA) of 2.0 in all transferable coursework (While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.);
  - b. Complete an Associate Degree for Transfer program as described in the Saddleback College catalog. All courses in the major must be completed with a grade of C or better or a "P" (pass) designation. Note: A letter grade is preferred by transfer institutions; and



2. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern. The CSU GE and IGETC patterns are available at [www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources](http://www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources).

For a listing of Saddleback College Associate Degrees for Transfer see our catalog [Associate in Arts/Science for Transfer](#) page.

## Associate Degree General Education Requirement

*(BP/AR 4025)*

### Philosophy of General Education

General education requirements are at the heart of what is broadly acknowledged as the fundamental foundation for higher education. These requirements are ambitious and designed to develop a breadth and depth of knowledge, understanding, insights, and skills. They include competencies in reading, critical thinking, writing, and basic mathematics. The courses that meet the general education requirements are designed to help students: develop and refine the skills needed to acquire knowledge and communicate effectively; develop intellectual skills, information technology facility, effective and creative capabilities, social attitudes, and an appreciation for cultural diversity; employ science as a dynamic method of observation; appreciate individuals as members of society or components of society; study culture for increased aesthetic enlightenment and appreciation of creative contributions; expand their understandings of American institutions and ideals; and gain experiences leading to a better self-understanding.

The Associate Degree general education pattern is available at [www.saddleback.edu/student-support/counseling-services/articulation/igetccsu-and-degree-resources](http://www.saddleback.edu/student-support/counseling-services/articulation/igetccsu-and-degree-resources).

## Certificate of Achievement

*(BP 4027, and BP/AR 4100)*

The awarding of a Certificate of Achievement acknowledges that all courses in an approved program have been satisfactorily completed.

Students with previous educational or vocational experience who wish to waive a course on the certificate list may be expected to verify equivalency through examination. Petitions for course waivers or substitutions are available in the Office of Admissions and Records or [www.saddleback.edu/apply-pay/admissions-and-records/forms-and-petitions](http://www.saddleback.edu/apply-pay/admissions-and-records/forms-and-petitions). The Certificate of Achievement is issued upon the completion of the following:

1. The required courses and units in the certificate area. If using approved waivers or substitutions, the minimum units are still required as listed.
2. A minimum of twelve (12) units in residence at Saddleback College. At least one course required in the certificate must be completed at Saddleback College.

It is the student's responsibility to make a formal application for the Certificate of Achievement to the Office of Admissions and Records. The application for Certificates of Achievement may be found online in MySite.

## Certificate of Competency

*(BP 4027, and BP/AR 4100)*

For students completing noncredit courses in a prescribed pathway, approved by the Chancellor's Office, that prepares students to take credit coursework, including basic skills and ESL, a certificate of competency may be awarded. A noncredit certificate of competency means a document confirming that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement in a set of competencies that prepares him or her to progress in a career path or to undertake degree-applicable or non-degree-applicable credit courses.

It is the student's responsibility to make a formal application for the Certificate of Competency to the Office of Admissions and Records. The application for the Certificate of Competency may be found online in MySite.



## Certificate of Completion

*(BP 4027, and BP/AR 4100)*

For students completing noncredit courses in a prescribed pathway, approved by the Chancellor's Office, leading to improved employability or job opportunities, a certificate of completion may be awarded. A noncredit certificate of completion means a document confirming that a student has completed a noncredit educational program of noncredit courses that prepares students to progress in a career path or to take degree-applicable credit courses.

It is the student's responsibility to make a formal application for the Certificate of Completion to the Office of Admissions and Records. The application for the Certificate of Completion may be found online in MySite.

## Occupational Skills Award

Occupational Skills Awards acknowledge to the recipient and the potential employer achievement of a set of vocational skills in a specific field. These awards may contain from 6 to 15.5 units and do not appear on the student transcript. At least one course required in the Occupational Skills Award must be completed at Saddleback College.

It is the student's responsibility to make a formal application for the Occupational Skills Award to the Office of Admissions and Records. The application for Occupational Skills Award may be found online in MySite.

## Graduation Petition Deadlines

If a student has met all of the requirements for a degree or certificate, Saddleback College may automatically award some of these without further action needed from the student. However, to ensure that the degree or certificate is awarded and posted, students are encouraged to apply through MySite for conferral of the award during their final semester. Official transcripts for any prior work must be on file for the coursework to be considered. The dates to file a Petition for Graduation are:

- Nov 2 - March 1\* for spring graduation
- March 2 - July 1\* for summer graduation
- July 2 - November 1\* for fall graduation

\*Associate Degree for Transfer deadlines may be different. Please see a Counselor for more information.

## Additional Associate Degrees and Certificates

A student may earn multiple Associate Degrees and Certificates from Saddleback College. Each additional degree and Certificate of Achievement will be posted to the student's academic record and the student will receive diplomas for each degree and Certificate of Achievement earned. For additional degrees and certificates, any course used to meet the prescribed graduation requirements may count toward more than one degree and certificate. Courses used for one major may be used to meet requirements for additional majors. Courses used to meet the competency requirements and general education requirements for the first degree may be used to fulfill these requirements for additional degrees, provided the student has maintained "continuous enrollment" (see Graduation Requirements and Student Catalog Rights). If a break in enrollment occurs, a student must comply with the competency, general education, and major requirements in effect at the time the student resumes attendance or those in effect in subsequent years of the student's enrollment.

# Transfer to a Four Year Institution

## Transfer Information and Planning

### Online Information

The following websites provide detailed information on the transfer process to the University of California and California State University systems.

[www.assist.org](http://www.assist.org)(link is external)

ASSIST is the official California statewide database listing a selection of campus approved transfer agreements, general education requirements, and information on UC and CSU transferable courses. It is recommended that students contact a Saddleback College Counselor for more detailed information on utilizing ASSIST information in their academic plan.

<http://www.calstate.edu/apply>(link is external)

The official Cal State University site contains a wealth of information about all 23 CSU campuses including academic requirements, financial aid and the online admissions application.

<https://apply.universityofcalifornia.edu/my-application/login>(link is external)

University of California information and online application.

[www.californiacolleges.edu](http://www.californiacolleges.edu)(link is external)

Developed in collaboration with the California State University (CSU) and University of California (UC) to allow students to obtain information about higher education opportunities in California.

### Transfer Planning

1. Transfer students, that is, students planning to enter a university or four-year college after attending Saddleback College, should take note of the following recommendations:
  1. Consult the catalog of the college or university to which they intend to transfer for such requirements as:
    1. Admissions Information
    2. Major course requirements
    3. General education or breadth requirements
  2. Avoid taking upper-division courses required by the particular college or school of the university in which the advanced work is to be taken.

**Important point:** Degree credit in the major can be expected only for those community college courses which parallel courses designated as lower division by four-year colleges or universities.
  3. Note courses which must be taken in preparation for the major as well as those required in the major.
  4. Remember that community college courses transfer to four-year colleges in terms of specific or elective credit depending upon the school and major selected. Refer to the ASSIST (Articulation System Stimulating Interinstitutional Student Transfer) website at [www.assist.org](http://www.assist.org)(link is external) which is the official California statewide database listing a selection of campus-approved transfer agreements, general education requirements, and information on UC and CSU transferable courses and major preparation. Students are advised to contact a Saddleback College counselor for more information, and for details regarding other transfer agreements and options not available on ASSIST for your transfer college choice.
  5. Note any policies regarding the maximum number of units which may be transferable. A maximum of 70 transferable units completed at the community college level may be applied toward the total number of units required for a bachelor's degree by the University of California or the California State University. Subject credit for transferable courses in excess of 70 units may also be granted to satisfy university graduation requirements. Any courses accepted as equivalent to those offered in lower-division by the university completed at the community college, even if beyond the 70-unit maximum, will be applied where needed to meet specific lower-division major and/or general education/breadth requirements. **Therefore, students are strongly advised to complete all courses designated as required lower-division preparation for the major prior to transfer, especially where admission to the major is contingent on completion of specific courses.**

2. Students should also avail themselves of opportunities to meet with representatives of colleges and universities which are scheduled throughout the academic year in the Transfer Center.
3. The Career Center has catalogs available from the University of California, California State University and other institutions to support transfer research. Additionally, please review college and university websites for current catalog editions.
4. Student Responsibility for Meeting Transfer Requirements: All students must assume complete responsibility for compliance with regulations and instructions set forth in university or college catalogs for their intended transfer institution, and for selecting the courses which will permit them to meet their educational objectives and for satisfying prerequisites for any programs or courses which they plan to take for transfer.

## Requirements for the AA-T or AS-T

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). (*BP 4100*)

This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system.

Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

**A student may earn an Associate Degree for Transfer in Anthropology, Art History, Biology, Business Administration 2.0, Child and Adolescents Development, Communication Studies, Early Childhood Education, Economics, Elementary Teacher Education, English, Environmental Studies, Film, Television, and Electronic Media, Geography, Geology, Global Studies, History, Hospitality Management, Journalism, Kinesiology, Mathematics, Music, Nutrition and Dietetics, Philosophy, Physics, Political Science, Psychology, Sociology, Spanish, Studio Arts and Theatre Arts.**

Additional majors are being developed. Please see a counselor and [www.saddleback.edu/student-support/articulation](http://www.saddleback.edu/student-support/articulation) for more information.

The following is required for all AA-T or AS-T degrees:

1. Minimum of 60 transferable semester units.
2. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
3. Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major as detailed in the Certificate and Degree section of the catalog. All courses in the major must be completed with a grade of C or better or a "P" (pass) designation. Note: A letter grade is preferred by transfer institutions.
4. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.

## The California State University

*The following information is subject to change*

### \*Application Filing Periods

(Applications first accepted):

Summer Semester or Quarter:	February 1-28
Fall Semester or Quarter:	October 1- November 30

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Winter Quarter:	June 1 - June 30
Spring Semester or Quarter:	August 1 - August 30

\*You are urged to file early. Applications to impacted majors must be filed during the initial filing period. The CSU designates major programs as impacted when more applications are received in the initial filing period from CSU eligible applicants than can be accommodated. If applying after the initial filing period, consult the campus admissions office or website for current information. Except for impacted majors, campuses accept applications until enrollment categories are filled. Most campuses will acknowledge receiving your application within two to four weeks. Summer, winter and spring semester/quarter, is not always open for admissions. For more details refer to the CSU application website at <http://www.calstate.edu/apply>(link is external)

## Definition of a Transfer Student

You are considered a transfer student if you have enrolled in a community college or university other than a CSU following high school graduation.

1. Students with fewer than 60 transferable semester (90 quarter) units are considered lower division transfer students.
2. Students who have completed 60 or more transferable semester college units (90 or more quarter units) are considered upper-division transfer students.
3. Students who completed college units before they graduated from high school or during the summer between high school graduation and CSU enrollment are considered first-time freshmen and must meet those admission requirements.

## Transfer Admission Requirements

Upper-Division Transfer Requirements (*60 or more transferable semester or 90 or more quarter units - see note below*):

You are eligible for admission if you:

1. Have a college grade point average of 2.00 or better (2.40 for non-California residents) in all transferable college units completed.
2. Are in good standing at the last college or university attended (i.e., you are eligible to re-enroll).
3. Have completed, or will complete prior to transfer at least 30 semester units (45 quarter units) or courses equivalent to general education requirements with a grade of "C" or better. The 30 semester units must include all of the general education requirements in communication in the English language (English composition, oral communication, and critical thinking), and at least one course of at least 3 semester units (4 quarter units) is required in college-level mathematics. (See Area A and B-4 on Saddleback College's CSU G.E. certification pattern or Areas 1 and 2 of the Intersegmental General Education Transfer Curriculum).

**Note:** Some CSU campuses may accept a limited number of lower-division transfer applicants (applicants with fewer than 60 transferable units). Lower-division transfer applicants will be held to specified CSU eligibility standards. Check with a counselor and Calstate Apply for details: <http://calstate.edu/apply>(link is external)

## Transferable Coursework

Transferable courses are those designated for that purpose by the college or university offering the courses. Saddleback College certifies courses numbered 1 to 199 in the catalog as CSU-transferable.

A maximum of 70 semester (105 quarter) units earned in a community college may be transferred to the California State University; however, courses in excess of 70 semester units will receive subject credit and will be applied to satisfy content requirements as appropriate. No upper-division credit is allowed for courses taken in a community college.

Students transferring with certification of general education requirements are assured that they have met 39-units of the 48-unit minimum requirements for the bachelor's degree. Students transferring without certification of general education must complete the pattern of courses required of "native" students, as outlined in the catalog of the particular CSU campus. The CSU G.E. course pattern which Saddleback College uses to certify that the student has met the required minimum of 39 semester units of general education is listed below.

## Transfer Students and Certification of CSU General Education Requirements

### Transfer Students and Certification of CSU General Education Requirements

#### (Information Subject to Change)

2023-2024 CSU GE was not available at the time of publication. Once available, it will be viewable at [www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources](http://www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources).

Please meet with a counselor for the most up to date information.

#### **No student will be eligible to petition for certification of the CSU General Education requirements until a minimum of 12 semester units have been completed at Saddleback College.**

Saddleback College will certify coursework completed at another California community college or any institution that participates in certifying general education coursework to the CSU, including CSU campuses other than the one to which the student is transferring, only if the courses are on the approved CSU general education list at the college where they were completed in the year when taken. Such a course will be certified in the General Education-Breadth area that is shown on the official certification list for the institution at which it was taken.

When coursework has been taken at a regionally accredited institution that does not maintain a CSU certification list, Saddleback College can certify coursework on a California State University or an approved California Community College general education course list or approved by Saddleback College faculty as meeting CSU general education-breadth certification standards.

Coursework from Irvine Valley College or other community colleges with the same course number and/or title may not always be certified in the same category at Saddleback College for CSU G.E. Certification. Also similar coursework from accredited independent or private colleges will not always be certified unless the course content is deemed equivalent.

Students meeting area requirements may petition for partial certification in one or more of the areas (i.e., Area B, C, D, E or F), but the college will not certify course requirements short of an entire area. The institution to which a student transfers will require completion of the requirement in those sections which are not certified and may require additional specific courses as required of native students. Starting Fall 2021, full CSU Certification requires completion of an Area F Ethnic Studies course.

#### **IMPORTANT:**

In general, courses listed as preparation for the major may also be applicable to general education requirements. Students should refer to the catalog of the institution offering their intended major to determine lower-division major requirements as well as those which are recommended or required in preparation for the major, and the transfer pattern section of the Saddleback College catalog for examples.

Also refer to ASSIST at [www.assist.org](http://www.assist.org) ([link is external](#)) which is the official California state-wide database listing a selection of campus approved articulation/transfer agreements, general education requirements, and information on UC and CSU-transferable courses. Students are advised to contact a Saddleback College counselor for more information, and for details regarding other transfer agreements and options not available on ASSIST for your transfer college choice.

## University of California

*The following information is subject to change*

### Priority Application Filing Periods

\*Limited

Fall Quarter:	November 1-30
Winter Quarter*:	July 1-31
Spring Quarter*:	October 1-31

For further information regarding the application and admissions process, refer to the UC's online undergraduate application website at [www.universityofcalifornia.edu](http://www.universityofcalifornia.edu) ([link is external](#))

## Eligibility for Transfer

**California Residents:** To qualify for admission to the University as a transfer student, a student must meet one of the following three sets of requirements. The pathway a student follows depends upon whether they were eligible for admission to the UC when they graduated from high school. California residents must have at least a "C" (2.0) average in all transferable college coursework.

1. Students who were eligible for admission to the University when they graduated from high school [meaning they satisfied the Subject, Scholarship, and Examination requirements, or were identified by the University during the senior year in high school as eligible under the Eligibility in the Local Context (ELC) program], are eligible to transfer if they have a "C" (2.0) average in transferable coursework.
2. Students who met the Scholarship Requirement but not the Subject Requirement must take transferable college courses in the missing subjects, earning a "C" or better in each required course, and have an overall "C" (2.0) average in all transferable college coursework to be eligible to transfer.
3. Students who were not eligible for admission to the University when they graduated from high school because they did not meet the Scholarship Requirement must:
  - A. Complete 60 semester units or 90 quarter units of transferable college credit with a grade-point average of at least 2.4, with no more than 14 semester (21 quarter) units completed on a credit/no credit basis **AND**
  - B. Complete the following course pattern requirement, earning a grade of "C" or better in each course:
    1. two transferable college courses (3 semester or 4-5 quarter units each) in English composition; and
    2. one transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning; **AND**
    3. four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, and the physical and biological sciences.

(Students who satisfy the Intersegmental General Education Transfer Curriculum (IGETC) prior to transferring to UC may satisfy Option 3B above of the transfer admission requirements.)

**Nonresidents:** The minimum admission requirements for nonresidents are very similar to those for California residents. However, nonresidents must have a grade point average of 2.8 or higher in all transferable coursework. Students are advised to consult with the Admissions Office at the UC campus of choice for details and specific requirements.

If the number of applicants exceeds the spaces available for a particular campus or major — as is often the case — the campus uses criteria that exceed the minimum requirements to select students. Meeting the minimum requirements, therefore, is not enough to gain admission to many UC campuses and programs. The average grade-point average varies widely by campus and by major.

## Community College Transfer Priority Admission

UC campuses give priority consideration for admission to California community college students. A California community college student applying for admission to the University of California in advanced standing will be given priority admission over all other applicants if:

1. you were enrolled at one or more California community colleges for at least two terms (excluding summer sessions);
2. the last college attended before admission to a UC campus was a California community college (excluding summer sessions); and
3. you have completed at least 30 semester (45 quarter) UC-transferable units at one or more California community colleges.

## Program Planning for Transfer to a UC Campus

Students planning to transfer to the University of California must keep the following requirements in mind when selecting courses:

1. Admission/Major Requirements:  
As indicated above, the University has a common set of requirements which specify minimum eligibility for



admission as a transfer student. However, several campuses have additional requirements that may go well beyond minimum eligibility requirements, particularly where the number of applications exceeds the number of spaces available. Students should give first priority toward completing all lower-division requirements for the major. In many cases, completing a portion of the major requirements is essential to gain admission to the major at the junior level.

## 2. General Education/Breadth:

Each school and college at every UC campus has its own general education, or breadth requirements designed to give students a broad background in a variety of academic areas. Students have the option of (1) completing the campus specific breadth requirements or (2) completing the Intersegmental General Education Transfer Curriculum (IGETC). The IGETC pattern is viewable at [www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources](http://www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources).

A minimum of 120 units (180 quarter units) is required to complete a baccalaureate degree from the University of California. The University will award graduation credit for up to 70 semester (105 quarter) units of transferable coursework from a community college. Courses in excess of 70 semester units will receive subject credit and may be used to satisfy University subject requirements. Some campuses have limits on the number of transfer units that will be accepted. If your community college work is combined with credit from a four-year institution, there might be a problem. Please consult the Admissions Office at the UC campus that interests you.

In general, no UC course credit is given for a course completed after a more advanced course is completed in the same subject matter. Refer to [www.assist.org](http://www.assist.org) (link is external) for the UC transferable course list for specific information regarding limitations on credit for transfer.

## Courses Accepted for Transfer to the University of California

### (Information Subject to Change)

The University of California Office of the President (UCOP) annually reviews Saddleback College course offerings to determine which courses are similar in nature, scope, and content to UC offerings. Saddleback College's UC-transferable course listings are available on ASSIST at [www.assist.org](http://www.assist.org) (link is external) and are numbered 1-99. Consult with a Saddleback College counselor and refer often to ASSIST at [www.assist.org](http://www.assist.org) (link is external).

## IGETC - The Intersegmental General Education Transfer Curriculum

### (Information Subject to Change)

**2023-2024 IGETC was not available at the time of publication. Once available, it is viewable at [www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources](http://www.saddleback.edu/student-support/academic-counseling/articulation/igetccsu-and-degree-resources). Please meet with a counselor for the most up to date information.**

The Intersegmental General Education Transfer Curriculum (IGETC) is a series of courses that community college students can use to satisfy lower-division general education requirements at any campus of the University of California (UC) or California State University (CSU). The IGETC will permit a student to transfer from Saddleback College to a campus in either of these university systems without the need, after transfer, to take additional lower-division general education courses to satisfy campus general education requirements.

Completion of the IGETC is not a requirement for admission to a CSU or UC campus, nor is it the only way to fulfill the lower-division general education requirements of CSU or UC prior to transfer. The IGETC is most advantageous for transfers who have not yet decided on a major or a campus. Once a student has identified a major, it is important to work toward fulfilling any required preparatory courses—particularly in those professional or “high unit” majors that select applicants on the basis of satisfaction of lower-division major requirements. It is important to note that this does not preclude a student from following IGETC. However, IGETC should not be done to the exclusion of completing any preparatory courses needed for admission to the major.

It is not advisable for transfers to engineering and science majors at any UC campus to use IGETC. Students entering “high unit” majors, such as those in the sciences, must be careful to complete any needed lower-division major preparation. For example, majors in the sciences not only have specific science prerequisites, but also substantial mathematics requirements. Some majors specifically prohibit the use of IGETC.

It is important to remember that coursework taken at other certifying community colleges will be certified only in areas certified by the community college where the course was completed on an approved California Community



College course list in the year it was taken. Courses completed at non-certifying colleges and universities will be certified only when deemed equivalent to courses on approved California Community College course list or approved by Saddleback College faculty as meeting IGETC content and rigor standards.

**Note:** Coursework from Irvine Valley College or other community colleges with the same course number and/or title may not always be certified in the same category at Saddleback College for IGETC. Also similar coursework from accredited independent or private colleges will not always be certified unless the course content is deemed equivalent to courses on an approved California Community College course list or approved by Saddleback College faculty as meeting IGETC content and academic rigor standards.

### **Partial Certification of IGETC Requirements**

Student may be partially certified if deficient no more than two courses. If partially certified, the student has the option of completing the one or two remaining courses at another community college or at the transfer institution until the beginning of the second year of transfer. Warning: Students need Area 1 and 2 completed to meet minimum transfer admission requirements. Therefore, partial certification that acknowledges a deficiency in Area 1 and/or 2 may also indicate a student does not meet minimum transfer requirements.

### **University of California General Education Breadth Requirements**

As previously indicated, each University of California (UC) campus has unique graduation requirements. Articulation agreements listing equivalent Saddleback courses meeting general education breadth requirements for UC campuses are available in the Counseling Services office or refer to ASSIST website at [www.assist.org](http://www.assist.org)([link is external](#))

Articulation agreement information regarding course-to-course and major requirements for UC campuses is also available on ASSIST at [www.assist.org](http://www.assist.org)([link is external](#)).

### **University of California Transfer Admission Programs**

The UC campuses offer a variety of programs in support of transfer admission, particularly for community college students. Inquire in the Counseling Services office or the Transfer Center for information regarding the Transfer Admissions Guarantee (TAG) program with all UC campuses except UC Berkeley, UC Los Angeles, and UC San Diego. In addition, students completing the Honors Program at Saddleback College are eligible for priority or guaranteed admission to participating UC campuses such as UC Irvine (Honors to Honors Program), or UC Los Angeles (Transfer Alliance Program). For more information on available Honors UC transfer admissions programs, visit the Saddleback College Honors Program website: [www.saddleback.edu/learning-saddleback/honors-program](http://www.saddleback.edu/learning-saddleback/honors-program) or contact the Transfer Center.

### **University of California Transfer Planning Tools**

The UC Transfer Admission Planner (TAP) is a free online tool designed for use by students transferring from California community colleges to track and plan their coursework. Students can use the TAP to enter their coursework (completed and planned) from the very beginning of their college careers, or at any point when they decide to transfer to a UC campus. The planner helps students track their progress toward meeting UC's minimum requirements, and allows UC staff to communicate important information to prospective transfer students. To create an account, please visit: <https://uctap.universityofcalifornia.edu/students/>([link is external](#))

UC Pathways is a clear roadmap to prepare student for their major while being well positioned to graduate on time from any UC campus. Check out UC's Transfer Pathways Guide (<https://pathwaysguide.universityofcalifornia.edu/college-pathways/0/0/>([link is external](#))) to learn which courses at Saddleback will fulfill specific expectations of a Transfer Pathway. If there isn't a Pathway for your chosen major or the campus you wanted isn't listed in the Pathway for your chosen major, you can find the information you need in [ASSIST.org](http://ASSIST.org)

## **Independent California Colleges and Universities**

There are over 83 fully accredited independent colleges and universities currently affiliated with the Association of Independent California Colleges and Universities (AICCU) providing a host of options at undergraduate, graduate, and professional levels for students planning to continue their education beyond Saddleback College. Students are advised to refer to the AICCU's website at [www.aiccu.edu](http://www.aiccu.edu)([link is external](#)).

There are many other private colleges and universities which are not affiliated with AICCU as well. Admissions policies vary widely from one school to another, and virtually all institutions give full credit for general education courses and usually for courses designated for transfer by the community college. A good rule to follow for independent colleges as well as for out-of-state institutions is to expect full credit for courses which are parallel in scope and content to courses offered for credit to lower-division "native" students at those institutions. Articulation agreements for many independent institutions are available online at [www.saddleback.edu/student-support/academic-support/academic-counseling/articulation/private-and-out-state-colleges](http://www.saddleback.edu/student-support/academic-support/academic-counseling/articulation/private-and-out-state-colleges).

Independent colleges are flexible in admission policies and in awarding credit. They invite interested students to make an appointment with their Office of Admissions in order to discuss transfer opportunities on a personal basis.

Financial aid may be a primary factor in considering attending an independent college. Many students cut the cost in half by attending the community college for the lower-division program. Information on financial aid is available from financial aid offices on independent college campuses as well as in the Financial Aid office at Saddleback College.

### **New California Community Colleges Agreement with Private Colleges and Universities Marks Major Expansion of Associate Degree for Transfer Program.**

Thanks to an agreement signed July 25, 2018 between the California Community Colleges and several AICCUs, California community college students who complete certain academic requirements are guaranteed transfer to a participating AICCU. Read more about the Associate Degree for Transfer (ADT) Commitment at [www.aiccu.edu](http://www.aiccu.edu). ([link is external](#))

The following examples are illustrative of the variability of general education options for representative campuses accepting IGETC (IGETC/UC and/or IGETC/CSU options) and/or the CSU G.E. Certification pattern. The options listed for the example campuses are based upon information available at the time of catalog publication and are subject to change.

<b>Example Campus</b>	<b>CSU G.E. (CSU)IGETC (UC)IGETC</b>		
<b><i>Azusa Pacific Univ.</i></b>		X+	
<b><i>Biola Univ.</i></b>		X+	
<b><i>Chapman Univ.</i></b>	X+	X+	X+
<b><i>Concordia Univ.</i></b>	X+	X+	X+
<b><i>Dominican College San Rafael</i></b>		X+	
<b><i>Golden Gate University</i></b>		X+	
<b><i>Hope Int'l. Univ.</i></b>		X*+	X+
<b><i>Univ. of La Verne</i></b>	X	X	X
<b><i>Univ. of the Pacific</i></b>	X	X	X
<b><i>Univ. of San Francisco</i></b>		X+	
<b><i>Vanguard University</i></b>		X+	X

#### **\*Campus preferred option**

+Requires additional G.E. requirements. For details, refer to the catalog for the college of choice, or contact the Counseling Services office at Saddleback College.

Students are advised to refer to the transfer college of choice catalog, website, and contact their admissions office for details regarding campus-specific general education requirements and options.

# CALIFORNIA FOUR-YEAR PUBLIC UNIVERSITIES

## University of California\* – 10 Campuses

- 1 **University of California, Berkeley** (1868) • (510) 642-6000  
Semester Enrollment 36,204 • [www.berkeley.edu](http://www.berkeley.edu)
- 2 **University of California, Davis** (1908) • (530) 752-1011  
Quarter Enrollment 35,415 • [www.ucdavis.edu](http://www.ucdavis.edu)
- 3 **University of California, Irvine** (1965) • (949) 824-5011  
Quarter Enrollment 30,757 • [www.uci.edu](http://www.uci.edu)
- 4 **University of California, Los Angeles** (1919) • (310) 825-4321  
Quarter Enrollment 43,239 • [www.ucla.edu](http://www.ucla.edu)
- 5 **University of California, Merced** (2004) • (209) 228-4400  
Semester Enrollment 6,268 • [www.ucmerced.edu](http://www.ucmerced.edu)
- 6 **University of California, Riverside** (1954) • (951) 827-1012  
Quarter Enrollment 21,297 • [www.ucr.edu](http://www.ucr.edu)
- 7 **University of California, San Diego** (1964) • (858) 534-2230  
Quarter Enrollment 31,502 • [www.ucsd.edu](http://www.ucsd.edu)
- 8 **University of California, Santa Barbara** (1944) • (805) 893-8000  
Quarter Enrollment 22,225 • [www.ucsb.edu](http://www.ucsb.edu)
- 9 **University of California, Santa Cruz** (1965) • (831) 459-0111  
Quarter Enrollment 17,866 • [www.ucsc.edu](http://www.ucsc.edu)
- 10 **University of California, San Francisco**, is a graduate/professional institution requiring pre-professional preparation or graduate standing for admission. (415) 476-9000 Post Grad 4,636  
[www.ucsf.edu](http://www.ucsf.edu)

## California State University\* – 23 Campuses

- 1 **California Maritime Academy** (1929) • (707) 654-1000  
Semester Enrollment 1,046 • [www.csum.edu](http://www.csum.edu)
- 2 **California Polytechnic State University, San Luis Obispo** (1901)  
(805) 756-1111 • Semester Enrollment 20,186 • [www.calpoly.edu](http://www.calpoly.edu)
- 3 **California State Polytechnic University, Pomona** (1938)  
(909) 869-3070 • Semester Enrollment 22,156 • [www.cpp.edu](http://www.cpp.edu)
- 4 **California State University, Bakersfield** (1965) • (661) 664-2782  
Semester Enrollment 8,720 • [www.csub.edu](http://www.csub.edu)
- 5 **California State University, Channel Islands** (2002) • (805) 437-8400  
Semester Enrollment 5,140 • [www.csuci.edu](http://www.csuci.edu)
- 6 **California State University, Chico** (1887) • (530) 898-4636  
Semester Enrollment 17,287 • [www.csuchico.edu](http://www.csuchico.edu)
- 7 **California State University, Dominguez Hills** (1960) • (310) 243-3696  
Semester Enrollment 14,670 • [www.csudh.edu](http://www.csudh.edu)
- 8 **California State University, East Bay** (1957) (formerly CSU Hayward)  
(510) 885-3000 • Semester Enrollment 14,526 • [www.csueastbay.edu](http://www.csueastbay.edu)
- 9 **California State University, Fresno** (1911) • (559) 278-4240  
Semester Enrollment 23,179 • [www.csufresno.edu](http://www.csufresno.edu)
- 10 **California State University, Fullerton** (1957) • (657) 278-1712  
Semester Enrollment 38,128 • [www.fullerton.edu](http://www.fullerton.edu)
- 11 **California State University, Long Beach** (1949) • (562) 985-4111  
Semester Enrollment 35,586 • [www.csulb.edu](http://www.csulb.edu)
- 12 **California State University, Los Angeles** (1947) • (323) 343-3000  
Semester Enrollment 23,258 • [www.calstatela.edu](http://www.calstatela.edu)
- 13 **California State University, Monterey Bay** (1995) • (831) 582-3000  
Semester Enrollment 6,631 • [www.csUMB.edu](http://www.csUMB.edu)
- 14 **California State University, Northridge** (1958) • (818) 677-1200  
Semester Enrollment 38,310 • [www.csun.edu](http://www.csun.edu)
- 15 **California State University, Sacramento** (1947) • (916) 278-6011  
Semester Enrollment 28,811 • [www.csus.edu](http://www.csus.edu)
- 16 **California State University, San Bernardino** (1960) • (909) 537-5000  
Quarter Enrollment 18,398 • [www.csusb.edu](http://www.csusb.edu)
- 17 **California State University, San Marcos** (1989) • (760) 750-4000  
Semester Enrollment 10,610 • [www.csusm.edu](http://www.csusm.edu)
- 18 **California State University, Stanislaus** (1957) • (209) 667-3122  
Semester Enrollment 8,917 • [www.csustan.edu](http://www.csustan.edu)
- 19 **California State Polytechnic University, Humboldt** (1913)  
(707) 826-3011 • Semester Enrollment 8,293 • [www.humboldt.edu](http://www.humboldt.edu)
- 20 **San Diego State University** (1897) • (619) 594-5200  
Semester Enrollment 32,576 • [www.sdsu.edu](http://www.sdsu.edu)
- 21 **San Francisco State University** (1899) • (415) 338-1111  
Semester Enrollment 29,905 • [www.sfsu.edu](http://www.sfsu.edu)
- 22 **San Jose State University** (1857) • (408) 924-1000  
Semester Enrollment 32,713 • [www.sjsu.edu](http://www.sjsu.edu)
- 23 **Sonoma State University** (1960) • (707) 664-2880  
Semester Enrollment 9,120 • [www.sonoma.edu](http://www.sonoma.edu)



\* Enrollment figures subject to change

# Student Rights and Conduct

## Rules and Regulations for Student Behavior

Saddleback College students are responsible for regulating their own conduct and for respecting the rights and privileges of others in accordance with the Code of Conduct set by the district Board of Trustees (*AR 5500*). Saddleback students are expected to conduct themselves in a manner compatible with the function of the college as an educational institution and respect and obey all civil and criminal laws. Failure to show respect for the standards as set forth by Saddleback College is cause for disciplinary action.

### Code of Conduct

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

Students may be disciplined for one or more of the following causes related to college activity or attendance while on campus, at satellite locations, and online.

- A. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of or persistent abuse of, District personnel.
- B. Assault, battery, or any threat of force or violence upon a student, District personnel, or an authorized visitor.
- C. Willful misconduct resulting in injury or death to a student or District personnel or an authorized visitor, or willful misconduct resulting in damage, defacing, theft, or other injury to any real or personal property owned by the District, or District personnel, or students in attendance at the colleges or programs of the District.
- D. Unsafe behavior in a clinical or lab setting that poses a threat to self or others.
- E. The unlawful use, sale, or possession on District property or presence on District property while under the influence of any controlled substance or any poison classified as such by state or federal law.
- F. Smoking in an area where smoking has been prohibited by law or by Board policy or administrative regulation.
- G. Disorderly, lewd, indecent, or obscene conduct on District property or at District sponsored functions.
- H. Sexual assault (as defined in Board Policy 3540 - *Sexual and Other Related Assaults on Campus*) on any student or employee of the District, on campus or off-campus grounds or facilities maintained by the District.
  - I. The possession or use of any firearms, explosives, dangerous chemicals, deadly weapons, or other potentially harmful implements or substances while on District property or at a District-sponsored function without the prior authorization of the disciplinary officer.
- J. The obstruction or disruption, on or off campus, of any educational or administrative process or function of the District.
- K. Physical abuse, on or off campus property, of the person or property of any member of the campus community or of members of their family or the threat of such physical abuse when related to a District program or activity.
- L. Misrepresentation of oneself or of an organization as an agent of the District.
- M. Soliciting or assisting another to do any act which would subject a student to discipline.
- N. Use, possession, or distribution of alcoholic beverages and/or illegal narcotics/drugs on District premises, or at District-sponsored events, or appearance on District property or at District-sponsored events while under the influence of alcohol or illegal narcotics/drugs unless otherwise provided by law and District policy.
- O. Unauthorized recording, dissemination, and publication of academic presentations or materials. This prohibition applies to a recording made in any medium.
- P. Actions of force or threat of force to injure, intimidate, oppress or threaten because of the other person's race, color, religion, ancestry, national origin, disability, gender identity, gender expression, sexual orientation, or any other status protected by law, or because of the perception that the other person has one or more of these characteristics.
- Q. Academic dishonesty, including, but not limited to falsification, plagiarism, cheating or fabrication, which compromises the integrity of an assignment, a college record or a program.
  - a. Falsification involves any conduct in academic work, records or programs that is intended to deceive, including, but not limited to, the following acts:
    1. forging signatures on official documents such as admissions cards and financial aid applications.
    2. changing or attempting to change official academic records without proper sanction.
    3. misrepresenting or falsifying successful completion prerequisites.



4. providing false information, such as immigration materials, during the admission or matriculation process.
  5. falsifying one's identification or falsely using another's identification.
  6. logging in or otherwise gaining access to a computer, computer network, or protected website using the password or identity of another.
  7. citation of data or information not actually in the source indicated.
  8. including in a reference list of works cited a text or other information source which was not used in constructing the essay, paper, or other academic exercise.
  9. submission in a paper, lab report, or other academic exercise of falsified, invented, or fictitious data or evidence, or deliberate and knowing concealment or distortion of the true nature, origin, or function of such data or evidence.
  10. submitting as the student's own work any academic exercises (e.g., written work printing, sculpture, etc.) prepared totally or in part by another.
  11. taking a test for someone else or permitting someone else to take a test for a student.
- b. Plagiarism is any conduct in academic work or programs involving misrepresentation of someone else's words, ideas, or data as one's original work, including, but not limited to, the following:
1. intentionally representing as one's own work the work, words, ideas or arrangement of ideas, research, formulae, diagrams, statistics, or evidence of another.
  2. taking sole credit for ideas and/or written work that resulted from collaboration with others.
  3. paraphrasing or quoting material without citing the source.
  4. submitting as one's own a copy of or the actual work of another person, either in part or in entirety, without appropriate citation (e.g., term-paper mill or internet derived products).
  5. sharing computer files and programs or written papers and then submitting individual copies of the results as one's own individual work.
  6. submitting substantially the same material in more than one course without prior authorization from each instructor involved.
  7. modifying another's work and representing it as one's own work.
- c. Cheating is the use of any unauthorized materials, or information in academic work, records or programs, the intentional failure to follow express directives in academic work, records or programs, and/or assisting others to do the same including, but not limited to, the following:
1. knowingly procuring, providing, or accepting unauthorized examination materials or study aids.
  2. completing, in part or in total, any examination or assignment for another person.
  3. knowingly allowing any examination or assignment to be completed, in part or in total, for himself or herself by another (e.g., take-home exams or on-line assignments which have been completed by someone other than the student).
  4. copying from another student's test, paper, lab report or other academic assignment.
  5. copying another student's test answers.
  6. copying, or allowing another student to copy, a computer file that contains another student's assignment, homework lab reports, or computer programs and submitting it, in part or in its entirety, as one's own.
  7. using unauthorized sources of information such as crib sheets, answers stored in a calculator, or unauthorized electronic devices.
  8. storing answers in electronic devices and allowing other students to use the information without the consent of the instructor.
  9. employing aids excluded by the instructor in undertaking course work.
  10. looking at another student's exam during a test.
  11. using texts or other reference materials (including dictionaries) when not authorized to do so.
  12. knowingly gaining access to unauthorized data.
  13. altering graded class assignments or examinations and then resubmitting them for regrading or reconsideration without the knowledge and consent of the instructor.
- R. Contravention of Copyright Laws.
- S. Violation of District Board Policies and Administrative Regulations.

## Access to Records and Release of Information

The congressional legislation entitled The Family Educational Rights and Privacy Act is designed to protect the privacy of student information (*BP 5040/AR 5040*)

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

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

Saddleback College regards as public information:

1. Terms for which a student is enrolled
2. The enrollment status (full time, part time, as defined by financial aid regulations) for the term in which the student is enrolled
3. Declared major
4. Participation in officially recognized activities and sports including weight, height, and high school of graduation of athletic team members.
5. Degrees and awards received including honors, scholarship awards, athletic award and Dean's List recognition.

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

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

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

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

## Catalog Rights and Continuous Enrollment

*Effective Fall 2009*

### Catalog Rights

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

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

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

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

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

### Continuous Enrollment

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

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

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

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

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

## Student Right-to-Know Disclosure

- Completion Rate: 44.13%
- Transfer Rate Statewide: 12.79%

In compliance with the Student-Right-to-Know (SRTK) and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the South Orange County Community College District and Saddleback College to make available its completion and transfer rates to all current and prospective students. Beginning in fall 2017, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed above.

Based upon the cohort defined above, a "completer" is a student who attained a degree or certificate or became "transfer prepared" during a three-year period, from fall 2017 to spring 2020. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered "transfer prepared." Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming "transfer prepared" during a five-semester period, from spring 2018 to spring 2020, are transfer students.

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

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

## Nondiscrimination and Harassment Policies

(BP 3430/AR 3430)

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

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

### General Harassment

Discrimination and/or harassment based on race, color, sex, gender, gender identity, gender expression, religion, national origin, ethnic group identification, ancestry, age, physical or mental disability, medical condition, military



service, sexual orientation, marital status, pregnancy, or any legally protected characteristic, or the perception that a person has one or more of these characteristics is illegal and violates District policy.

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

- Verbal: Inappropriate or offensive remarks, slurs, jokes or innuendoes based on a person's race, gender, sexual orientation, or other legally protected status.
- Visual or Written: The display or circulation of visual or written material that degrades an individual or group based on gender, race, nationality, sexual orientation, or other legally protected status.
- Environmental: A hostile academic or work environment exists where it is permeated by sexual innuendo; insults or abusive comments directed at an individual or group based on gender, race, nationality, sexual orientation or other legally protected status; or gratuitous comments regarding gender, race, nationality, sexual orientation or other legally protected status that are not relevant to the subject matter of the class or activities on the job.
- Physical: Inappropriate or offensive touching, assault, or physical interference with free movement. This may include, but is not limited to, kissing, patting, lingering or intimate touches, grabbing, pinching, leering, staring, unnecessarily brushing against or blocking another person, whistling or sexual gestures. It also includes any physical assault or intimidation directed at an individual due to that person's gender, race, national origin, sexual orientation or other protected status. Physical sexual harassment includes acts of sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion. Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability.

## Sexual Harassment

(AR 3433)

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

- Submission to the conduct is made a term or condition of an individual's employment, academic status, or progress;
- Submission to, or rejection of, the conduct by the individual is used as a basis of employment or academic decisions affecting the individual;
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment; or
- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the college.
- An individual who feels they have been subjected to sexual assault may file a complaint with the police department or the designated Title IX Officer for Saddleback College: Vice President for Student Services 949/582-4566

## Complaint Procedures

### Informal Procedures

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

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

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

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

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

### **Formal Procedures**

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

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

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

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

**South Orange County Community College District** - [www.socccd.edu/departments/human-resources/title-ix-information/file-title-ix-complaint](http://www.socccd.edu/departments/human-resources/title-ix-information/file-title-ix-complaint)

**California Community Colleges Chancellor's Office** - [www.cccco.edu](http://www.cccco.edu) (link is external)

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

### **Further Information**

For more comprehensive information about discrimination and harassment, students are encouraged to read the Harassment Policy and Complaint Procedure brochure, which is available on-line at the Vice President for Student Services website: [www.saddleback.edu/administration/office-student-services](http://www.saddleback.edu/administration/office-student-services). Comprehensive policy information and complaint form are also available at the District's Title IX Complaint website: [www.socccd.edu/departments/human-resources/title-ix-information/file-title-ix-complaint](http://www.socccd.edu/departments/human-resources/title-ix-information/file-title-ix-complaint).

Students may also refer to Administrative Regulation 3433 for more information regarding filing a complaint and investigation procedures.

### **Disability Discrimination**

Students who have specific questions related to disability discrimination are encouraged to contact Special Services at (949) 582-4885, Student Services Center, Room 113. Formal complaints may be filed with Dean of Student Equity and Special Programs, ADA/504 Officer. The office is located in the Student Services Center, Room 140G. For more information, please call (949) 582-4535.

### **ADA Academic Adjustments**

Students with verified disabilities who believe they have not been given reasonable academic accommodations are urged to immediately contact DSPS, (949) 582-4885 (voice) or (949) 482-4430 (video phone for deaf) to see if their

concerns or issues regarding accommodation and/or district policies can be satisfactorily resolved. A copy of the Saddleback ADA Academic Adjustment Procedure is available on request.

Formal complaints may be filed with the Dean of Student Equity and Special Programs, Student Services Center, SSC 140G, (949) 582-4535.

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

## **Drug Free Workplace and Smoke Free Campus**

### **Drug-Free Workplace Policy**

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

The Chancellor shall:

1. Distribute the following statement to all employees:

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

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

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

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

### **Smoke Free Campus**

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

The following guidelines shall apply:

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

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

Violators of this regulation may be subject to a citation.

## Parking

### Traffic and Parking Regulations

(BP 6750, AR 6750)

These regulations are intended to promote the safe and orderly movement of traffic on all District and college property for vehicles and bicycles. All applicable provisions of the California Vehicle Code (CVC) are expressly applicable to the traffic upon the roadways, driveways, paths, parking facilities, and grounds of the District and colleges.

Fee permits are required for motor vehicles. Parking of motor vehicles and bicycles is limited to specially designated areas. Vehicles or bicycles parked or left standing in violation of the provisions of this regulation are subject to fines, towing, or impoundment. The District provides parking facilities for vehicles for the sole purpose of conducting college business. Persons park on District property at their own risk. The District assumes no liability for damages or loss to any vehicle or its contents.

All persons operating, driving, parking, or leaving a vehicle standing on District property are required to adhere to these provisions. All persons who enter on District and/or college property are charged with knowledge of the provisions of this regulation and are subject to the penalties for violations of such provisions.

#### I. DEFINITIONS

Every word or phrase relating to traffic and parking used in this regulation shall have the same meaning as defined in Division I of the California Vehicle Code, unless otherwise defined in this regulation.

- A. **District** - Means the South Orange County Community College District
- B. **Board** - Means the South Orange County Community College District Board of Trustees
- C. **IVCPD**-Irvine Valley College Police Department
- D. **SCPD** - Saddleback College Police Department
- E. **ATEP**-Advanced Technology and Education Park
- F. **Authorized Service Vehicle**- Means any of the following:
  1. A district owned, leased, or operated vehicle when operated in an authorized manner.
  2. An authorized emergency vehicle as defined by the California Vehicle Code 39.
  3. A state, county, city, or local government vehicle registered with a California Exempt 40 License Plate.
  4. A vehicle owned, leased, or operated by a state or local educational institution to conduct authorized official business with or for the District.
- G. **Vehicle Code or CVC**- Vehicle Code shall mean the Vehicle Code of the State of California.

#### II. ENFORCEMENT

The IVCPD and SCPD are authorized to issue traffic and parking citations within the boundaries of District properties pursuant to:

- A. Traffic and parking regulations established by these regulations.
- B. California Vehicle Code, California Education Code, and California Penal Code.
- C. Applicable codified Ordinances of the County of Orange and the City of Tustin, City of Irvine Municipal Codes, and Mission Viejo Municipal Codes.

It shall be an infraction for any person to do any act forbidden or fail to perform any act required in these

articles (Education Code Sections 67301, 76360, Calif. Vehicle Code, Sections 21113, 42001, 40000.1, Calif. Penal Code Section 118).

The ultimate goal of enforcement is to gain voluntary compliance with this regulation, through fair, equitable, and consistent enforcement of the regulation itself. IVCPD and SCPD staff charged with enforcing this regulation are encouraged to gain compliance through verbal and written warnings, citations, and whatever other tools available to encourage students, employees, and visitors to comply with these regulations.

### III. GENERAL TRAFFIC REGULATIONS (WITH THE EXCEPTION OF AUTHORIZED VEHICLES)

- A. No person shall drive or ride a motor-driven scooter, motorcycle, electric or self-propelled bicycle on any campus sidewalk or landscaped area.
- B. No person shall ride a skateboard, roller skates, roller blades, self-propelled scooter, Segway, hoverboard, or similar devices on District property.
- C. No person shall ride or walk a horse within the confines of the campus without the written approval of the college president, with the exception of a miniature horse service animal.
- D. No person shall operate a motor vehicle on any sidewalk, unpaved pathway, field or any lawn or landscaped area except emergency or maintenance vehicles, or approved vendors.
- E. No person shall drive a motor vehicle into campus parking areas except by using roadways and drive lanes, and all vehicles must travel only in the direction indicated by traffic signs or markings.
- F. No person shall park any vehicle of any kind containing merchandise or food offered for sale on campus without the prior written approval of the Chancellor, college president or designee.
- G. No person shall sleep in, or remain overnight in, any vehicle parked on campus without the prior written approval of the Chancellor, college president or designee.
- H. No person shall walk on a campus road which is paralleled by a sidewalk except when crossing the street in a marked pedestrian crosswalk. Where there is no sidewalk, pedestrians shall walk on the side of the road, in single file, and facing oncoming traffic.

### III. SPEED Regulations

- A. Unless otherwise posted, no person shall operate a motor vehicle or bicycle within the confines of any District facility at a speed greater than 15 miles per hour or as posted, except for emergency vehicles.

### V. PARKING REGULATIONS

- A. Painted curbs are an indication of restricted parking. The color denotes the type of parking allowed as indicated below:
  1. Red Zone (No Parking Area/Tow Away Zone) - no parking or stopping anytime whether the vehicle is attended or not.
  2. Yellow Zone (Loading/Unloading Only) - loading and unloading of vehicles and the parking of service vehicles.
  3. Green Zone - parking time is limited to the designated time, which is indicated by signs or other markings.
  4. Blue Zone - disabled persons parking area by permit only.
- B. No person shall park in an area posted or marked as disabled parking unless a valid disabled persons placard, or distinguishing license plate is displayed on or in the vehicle for such parking in conjunction with a valid college parking permit.
- C. No person shall park in an area posted or marked as parking by student permit only unless a valid parking permit is displayed on or in the vehicle.
- D. No person shall park in an area posted or marked as staff parking unless a valid parking permit authorized for staff parking is displayed on or in the vehicle.
- E. No person shall park in an area posted or marked as reserved parking, except by special permit.
- F. No student, faculty or staff member shall park in an area posted or marked as visitor parking only.
- G. No person shall stop, park or leave standing any vehicle in any area posted or marked as no parking, regardless of whether or not the vehicle is attended.

- H. No person shall stop, park or leave standing any vehicle in any area where the curb is painted red, regardless of whether or not the vehicle is attended.
- I. When signs or markings that restrict, prohibit or limit parking are erected on any street, road or area, no person shall park or leave any vehicle upon such a street, road or area.
- J. No person shall park or leave standing a vehicle on the interior of any campus or on any sidewalk, pathway, landscaped area or field that is not designed for parking except by special permit.
- K. No person shall park or leave standing on any campus a vehicle that blocks any traffic lane, roadway, parking lot, or vehicle.
- L. Motorcycles and bicycles must be parked in designated areas.
- M. All vehicles shall be parked clearly within a designated parking stall.
- N. All vehicles shall be parked heading into a parking stall.
- O. Meter payment is required for parking in metered spaces during the hours posted on the meters. With the exception of VIP staff permits, parking permits do not authorize parking in metered spaces.
- P. No vehicle shall be left parked on campus after 11 p.m. or before 6 a.m., except by special permit.
- Q. No person shall park in a designated low emitting or fuel-efficient vehicle parking space unless the vehicle is an American Council for an Energy Efficient Economy (ACEEE) approved low emitting or fuel efficient vehicle.
- R. Only electric vehicles displaying a valid college parking permit and actively charging shall park in a designated Electric Vehicle Charging Station (EVCS) parking space. All other vehicles shall be subject to a citation.
- S. No person shall plug in an electric vehicle unless they are in a designated electric vehicle charging parking space.
- T. The District will charge the following additional usage fees to cover the costs for electricity and EVCS services to all users using the chargers that are owned and operated by the District:
  1. 25 cents per kilowatt hour.
  2. \$3.00 per hour once the vehicle has been fully charged with a 45 minute grace period.
  3. The fees shall be posted on the IVCPD and SCPD websites.
  4. At Saddleback College, there may be chargers on campus that are owned and operated by San Diego Gas and Electric (SDGE) in which case SDGE sets their own rate.

## VI. ABANDONED VEHICLES/RECREATIONAL VEHICLES

- A. No person shall abandon or leave standing any vehicle on any campus for 72 or more consecutive hours. All such vehicles may be stored under authority of Section 21113A of the California Vehicle Code. Unless prior arrangements have been made with the IVCPD or SCPD, recreational vehicles are not allowed to park overnight, nor are persons allowed to sleep overnight in their vehicles while on District property.
- B. Any person who abandons a motor vehicle on any campus will be responsible for all towing and storage charges.

## VII. PARKING PERMITS

- A. All parking permits will be issued under the authority of IVCPD or SCPD.
- B. A valid parking permit must be visibly displayed within the five inch square in the lower corner of the windshield nearest the driver in any vehicle parked on campus (metered spaces excepted) at all times, 24 hours a day, seven days a week.
- C. **Staff Parking Permits** for automobiles and motorcycles may be purchased from the IVCPD or SCPD by employees of the District, excluding student help and college work/study students. To park on campus, employees shall purchase Staff Parking permits annually by August 31. These parking permits will allow parking in areas posted or marked as staff parking, These permits are not valid in metered areas.
- D. **Student Parking Permits** will allow parking in areas posted or marked as parking by permit only. These permits are not valid in visitor or metered areas. Student Parking Permits may be purchased during the student registration process online or from the IVCPD or SCPD. Students must be registered and enrolled in one or more classes to purchase a parking permit.
- E. **Motorcycle Parking Permits** will allow parking in areas posted or marked as motorcycle parking only. These permits are not valid in student, staff, visitor, or metered areas. Motorcycle Parking Permits may be purchased from the IVCPD or SCPD. Students must be registered and enrolled in one or more classes to purchase a motorcycle parking permit.



- F. **Guest parking permits** that have been duly issued and authorized by the Chief of Police at Saddleback College, the Chief of Police at Irvine Valley College, or designee, will be acknowledged and parking will be permitted in the designated locations identified on the temporary parking permit form. These permits are not valid in metered areas and are valid only at the college where the permit was issued.
- G. **Special Event Parking**
1. Written requests shall be submitted to the Chief of Police, or designee, on a semester basis, or at a minimum of two weeks in advance, stating the lot to be reserved so that all concerned persons will know, well in advance, that the lot is to be used for a special event on a particular day or night.
  2. The college president or designee shall be the final authority to determine and approve events that qualify for special event parking at their college.
  3. The sponsoring organization will be responsible for reimbursing the Police Department for the cost of a police officer when traffic control related to a special event is required.
- H. **Medical Parking Permits** - Persons who are not disabled, but have medical problems that would require special parking, may apply for a Medical Parking Permit at the Student Health Center. Applications or renewal of these permits shall be supported by a statement from a physician indicating probable time of the medical problem. Upon the approval of such an application by the Student Health Center, the NCPD or SCPD will issue the Medical Parking Permit. This Medical Parking Permit allows parking in areas posted or marked as staff parking. Application for this permit must be made each semester and a new parking permit obtained by the first day of class each semester. These permits are not valid in visitor or metered areas.
- I. **Parking Permits** - Every vehicle that occupies a space designated for an automobile, motorcycle or motor scooter must display a valid permit at all times.
1. Valid Permit - A valid permit is:
    - a. An unexpired parking permit issued by the IVCPD or SCPD. The permit shall be displayed on the inside of the vehicle in the five inch square in the lower corner of the windshield nearest the driver, or on the left front fork on motorcycles and motor scooters.
    - b. A valid Temporary Permit issued by the IVCPD or SCPD and displayed in accordance with instructions on permit.
    - c. An unexpired student parking permit being used by a current student enrolled in
    - d. one or more classes to whom the permit is registered.
    - e. An unexpired staff parking permit being used by a current employee of the District to whom the permit is registered.
- J. **Invalid Permit** - A permit is invalid when:
1. The time or date has expired.
  2. Any portion is not clearly and completely legible.
  3. It is being misused or fraudulently used.
  4. It is altered or forged.
- K. **Permit Issuance** - There is a fee for parking permits. Permits will be sold and issued by the IVCPD or SCPD or an authorized vendor approved by the IVCPD or SCPD, upon proof of enrollment with the respective college or proof of employment with the District, and the collection of the appropriate fee. All parking permits are non-transferable from person to person and are only valid when used by the person to whom the permit is registered. Students are required to purchase their parking permits from the college designated as their college of record.
- L. **Additional Permits**
1. Staff - Employees may purchase one (1) additional permit for another personally owned vehicle. Employees that purchase an additional permit must sign a statement agreeing that at no time will more than one (1) of the employee's personally owned vehicles be parked on campus.
  2. Students - Students may purchase one (1) additional permit for a motorcycle as an alternate vehicle. An additional permit may not be purchased for an automobile if a motorcycle is the primary vehicle. Students that purchase an additional permit must sign a statement agreeing that at no time will the automobile and motorcycle be simultaneously parked on campus.
- M. **Unregistered Alternate Vehicle** - Permit holders may obtain a free Temporary Permit for up to two weeks for an alternate vehicle which does not have a permit. After that time, a regular permit must be obtained for a fee.
- N. **Permit Replacement**



1. Replacement of permits due to damage may be accomplished by turning in the parking permit remnants, where applicable, to the IVCPD or SCPD. There may be an administrative replacement fee. A full fee will be charged for replacement without remnants.
  2. Stolen permits may be replaced if the theft is reported to the IVCPD or SCPD.
  3. A full re-registration fee is required for replacement of a lost permit.
  4. False Report of Lost/Stolen Parking Decal or Daily Parking Permit. Any person who willfully states as true any material matter, which he or she knows to be false, and every person who testifies, declares, deposes, or certifies under penalty of perjury, is guilty of perjury (felony). It is a violation of this regulation to display a stolen, lost, counterfeit, or forged parking permit.
- O. **Permit Fee Refunds** - Refunds on parking permits will be given:
1. When a class is canceled within 30 days due to insufficient enrollment and the student is not attending any other classes on campus during the semester, or if the student officially withdraws from all on campus classes prior to the last day to drop the classes for refund eligibility, and the student Parking Decal is turned in to the IVCPD or SCPD. The permit must be received by the IVCPD or SCPD at the respective college from which the permit was purchased within the first four weeks of a regular term, or within the first two weeks of an eight-week term if the student only enrolled in an eight-week term within a regular term or summer session.
  2. When a class is canceled within 30 days due to insufficient enrollment and the faculty member is not teaching any other class on campus during the semester and the Staff Parking Permit is turned in to the IVCPD or SCPD.
- P. **Volunteer Permits** - Volunteer Parking Permits which have been duly issued and authorized by the Chief of Police at Saddleback College, or the Chief of Police at Irvine Valley College, or designee, may be issued to individuals volunteering services to Saddleback College, Irvine Valley College, or ATEP. Volunteer parking permits shall not be issued to individual volunteers who are employed by, engaged in business as a vendor, or enrolled as a student within, the District. Volunteer parking permits are valid only at the campus for which the permit was issued. The valid dates of the permit shall only apply to the time period that the individual is active as a volunteer as approved by Human Resources.
- Q. **Vendor Permits** - Vendor Parking Permits that have been duly issued and authorized by the Chief of Police at Saddleback College, the Chief of Police at Irvine Valley College, or designee, will be acknowledged and parking will be permitted in the designated locations identified on the parking permit. These permits are not valid in metered areas.

#### VIII. SCHEDULE OF PARKING FEES, FINES AND FORFEITURE

- A. The Board approves the cost of purchasing parking permits by District employees and students and the fees charged to park in metered areas.
- B. The Board last approved the student parking fees on 5/19/2014.
- C. The Board last approved the parking violations bail schedule for Citation fines on 02/27/2012 and used the standardized Orange County bail schedule for parking penalties.
- D. The Board approved the Electric Vehicle Charging Station (EVCS) fees on 5/17/2021.
- E. Any parking permit duly issued and authorized by the Chief of Police at Saddleback College, the Chief of Police at Irvine Valley College, or designee that is misused may result in the forfeiture of the parking permit without refund.
- F. Saddleback College and Irvine Valley College shall offer a parking citation payment plan for individuals with multiple unpaid parking citations.

Day parking permits can be purchased at any one of the permit dispenser machines currently located at the north end of parking Lot 10, Lot 4, Lot 5B, Lot 1A, Lot 9, Lot 12, Lot 5A. Timed metered parking is available at Lot 7A.

#### Public Transportation

The Orange County Transportation Authority operates several bus routes to and from Saddleback College. Saddleback College students ride the OCTA bus for free! For information about how to get your FREE student pass and routes available in Orange county, visit: [ocbus.com/sc](https://ocbus.com/sc)(link is external).

# Academic Regulations

## Grading Policy

In Sections 55020 to 55025 of the California Code of Regulations (Title 5), the Board of Governors of the California Community Colleges mandates a grading policy for all California Community Colleges. In compliance with this mandate, the South Orange County Community College District Board of Trustees has established the following provisions under Board Policy 5300 entitled "Grading Policy." (BP 4230/AR 4230)

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

Evaluative Symbol	Meaning	Grade-point Value
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Passing, less than satisfactory	1
F	Failing	0
**FW	Failing Withdrawal	0
*P	Pass (at least satisfactory - units awarded, not counted in GPA)  See Administrative Regulation 4232 (Pass/No Pass)	
*NP	No Pass (less than satisfactory, or failing - units not counted in GPA)	
*CR/NCR	Assigned prior to fall 2009 and retained in academic history; not currently used	

\*\*FW - Failing Withdrawal. The FW may be assigned when the student has ceased participating in a course after the last day to officially withdraw from the course without having achieved a final passing grade.

All prerequisite course clearances require a grade of C or higher.

### Non-Evaluative Symbol

I	<p>Incomplete. Incomplete academic work at the end of the term, as a result of an unforeseeable, emergency, and justifiable reasons at the end of the term may result in an "I" symbol being entered in the student's record. The conditions for removal of the "I" shall be stated by the instructor in a written record. This record shall contain the conditions for removal of the "I" and the grade assigned in lieu of its removal. This record must be given to the student with a copy on file with the Registrar until the "I" is made up or the time limit has passed. A final grade shall be assigned when the required work has been completed and evaluated, or when the time limit for completing the work has passed.</p> <p>The "I" may be made up no later than one year following the end of the term in which it was assigned.</p> <p>A student may petition for a time extension due to unusual circumstances by following the petition procedure in the Admissions and Records office.</p>
IP	<p>In Progress. The "IP" symbol shall be used to denote that the class extends beyond the normal end of an academic term. It indicates that work is "in progress," but that assignment of an evaluative grade must await its completion. The "IP" symbol shall remain on the student's permanent record in order to satisfy enrollment documentation.</p>

RD	Report Delayed. The "RD" symbol may be assigned by the Registrar only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible.
W	Withdrawal. Withdrawal from class or classes shall be authorized through 75 percent of a term. The academic record of a student who remains in a class beyond 75 percent of a term must reflect a symbol as authorized in this procedure other than a "W."
EW	Excused Withdrawal. The "EW" may be permitted when specific events beyond the control of the student affected the student's ability to complete a course(s). These events may include job transfer outside the geographical region, a severe illness of the student or in the family where the student is the primary caregiver, when the student who is incarcerated in a California state prison or county jail is released from custody or involuntarily transferred before the end of the term, when the student is subject to immigration action, or other extenuating circumstance making completion impractical. In the case of an incarcerated student, an excused withdrawal cannot be applied if the failure to complete the course(s) was the result of the student's behavioral violation or if the student requested and was granted a mid-semester transfer. The student must appeal to the Admissions and Records Office and provide supporting documentation. Upon verification, this symbol may be assigned at any time after the period during which no notation is made for withdrawals. Excused Withdrawals shall not be counted in progress probation, dismissal calculations, or calculating the maximum number of enrollments permitted for course repeatability.
MW	Military Withdrawal. The "MW" may be assigned by the Registrar when a student who is a member of the active or reserve military service and who receives orders compelling a withdrawal from courses. The student must provide verification of such orders to the Admissions and Records Office, this symbol may be assigned at any time after the period during which no notation is made for withdrawals. Military Withdrawals shall not be counted in progress probation, dismissal calculations, or calculating the maximum number of enrollment permitted for course repeatability.
SP	Satisfactory Progress (non-credit courses only). The "SP" symbol shall be used to denote that the student is making satisfactory progress in a non-credit course, but has not completed sufficient course work to be graded or demonstrated sufficient competency to be awarded a grade.
UG	Ungraded (non-credit courses only). The "UG" symbol shall be used to denote the student was enrolled in an ungraded non-credit course.

## Grade Notification

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

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

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

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

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

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

**Note:** In lieu of the traditional letter grade, the "P/NP" option is offered so that students may explore subject areas of interest outside of their major areas of competence or known abilities without being overly concerned by a grade or

jeopardizing their grade-point average. There are a number of factors to consider before making the decision to opt for completion of a course on a Pass/No Pass basis especially for transfer students:

- Taking a course on a Pass/No Pass basis is not similar to auditing. Students are held to attendance regulations and must complete all examinations and required coursework
- Some colleges and universities specify that courses required for a major or general education be completed on a graded (A-F) basis.
- Students transferring to a UC campus who are required to complete 60 units of coursework with a grade-point average of 2.4 prior to admission must complete at least 42 of the required units on a graded (A-F) basis. Courses to remedy a University of California admissions deficiency are not acceptable if completed on a "pass" (credit) basis.
- Students planning to apply to competitive admissions programs should complete specifically required courses on a graded basis.
- No Pass (NP) (No Credit) grades are considered by the South Orange County Community College District in determination of progress probation (refer to regulations describing probation/dismissal under scholarship standards).
- Students planning to graduate from the South Orange County Community College District must establish a minimum 2.0 grade-point average of 12 units in residence.
- Standards for Dean's List or other academic honors are based on letter-graded courses.

## Grade Grievance Policy

### I. General Provisions

#### A. Grade Grievance

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

#### B. California Education Code Section 76224(a) (AR 5530)

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

This policy does not apply to the following:

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

#### C. Student Rights

All students have the right to participate fully in the educational process, free from discrimination and harassment.

### I. Definitions

- A. Mistake: an unintentional act, omission or error by the instructor or the college.
- B. Fraud: a deception deliberately practiced in order to secure unfair or unlawful gain.
- C. Bad Faith: an intent to deceive or to act in a manner contrary to law and/or a grade assigned because of a student's protected characteristics contrary to Education Code Section 66250 et. seq. (including, but not limited to, Section 66270) and Title 5, California Code of Regulations, Section 593000 et. Seq. If, pursuant to the discrimination and harassment complaint procedure it is determined that a grade was the results of discrimination or harassment the grade may be changed as a remedy for the discrimination or harassment.
- D. Incompetence: a lack of ability, legal qualification, or fitness to discharge a required duty.
- E. Day: Unless otherwise provided, day shall mean any day on which the District administrative offices are open for business. The deadlines contained herein may be modified by mutual agreement of the parties.

- F. Student: A currently enrolled student or a former student. Former students shall be limited to grievances relating to course grades to the extent permitted by Education Code Section 76224(a) and the provisions herein.
- G. Respondent: Any person claimed by a grievant to be responsible for the alleged grievance.
- H. The College President: The President of the College or a designated representative of the College President.
- I. Ombudsperson: The College President shall appoint an employee who shall assist students in seeking resolution by informal means. This person shall be called an ombudsperson.

## II. Informal Resolution

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

## III. Formal Grievance Process

### A. Written Statement of Grievance

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

### B. Request for a Grievance Hearing

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

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

### C. Grievance Hearing Panel

1. The Grievance Hearing Panel shall consist of the appropriate dean or designee, a representative appointed by the Associated Student Government and a faculty member appointed by the Academic Senate.
2. Within 15 days following receipt of the Request for Grievance Hearing, the Hearing Panel shall meet to select a Chair and to determine on the basis of the Statement of Grievance whether there is sufficient grounds for a hearing. During the summer, given that many faculty and most students are not on campus, it may not be possible to convene a Hearing Panel in 15 days, but it will be scheduled no later than 15 days after the first day of fall semester instruction.
3. The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following:
  1. The Statement of Grievance contains facts which, if true, would constitute a grievance under these procedures and;
  2. The grievant is a student as defined in these procedures and;
  3. The grievant is personally and directly affected by the alleged grievance and;
  4. The grievance was filed in a timely manner and;
  5. The grievance is not, based on the allegations contained in the written grievance, frivolous, without foundation or filed for the purposes of harassment. In determining whether a grievance is frivolous, without foundation or filed for purposes of harassment, the panel shall not at this phase, consider facts outside the grievance.
4. If the Grievance Hearing Panel determines that the written Statement of Grievance does not meet each of the aforementioned requirements, within 5 days of the Hearing Panel decision, the Chair shall notify

the student in writing that the Request for a Grievance Hearing has been rejected. The notice shall contain the specific reasons for the rejection of a hearing and the procedures for appeal (See Section V.A. 1 herein).

5. If the Grievance Hearing Panel determines that the written Statement of Grievance meets each of the aforementioned requirements, the Chair shall schedule a grievance hearing no later than 45 days from the decision of the Hearing Panel. All parties to the grievance shall be notified in writing by the Chair of the date, time and location of the grievance hearing 10 days prior to the grievance hearing. During the summer, given that many faculty and most students are not on campus, it may not be possible to convene the grievance hearing within 45 days. It will be scheduled no later than 30 days after the first day of fall semester instruction, or 45 days after the first panel, whichever comes later.

#### D. Hearing Procedures

1. The decision of the Grievance Hearing Panel Chair shall be final on all matters the conduct of the hearing unless there is a vote of a majority of the other members of the panel to the contrary.
2. Each party to the grievance may call witnesses and introduce oral and written testimony relevant to the issues alleged in the grievance. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. The parties shall exchange exhibits and lists of witnesses 5 days prior to the hearing.
3. Unless the Grievance Hearing Panel determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant shall make the first presentation, followed by the respondent. The grievant may present rebuttal evidence after the respondent's evidence. The burden shall be on the grievant to prove by a preponderance of the evidence that the facts alleged are true and that a grievance has been established as specified above.
4. Each party to the grievance may represent himself or herself or may be represented by a person of his or her choice. A party shall not be represented by an attorney unless notification is presented to the Chair 10 days prior to the date of the hearing. If one party is permitted to be represented by an attorney, any other party shall have the right to be represented by an attorney. The Chair of the Hearing Panel may continue the hearing in order to accommodate counsel upon a showing of good cause. The Hearing Panel may also request legal assistance through the College President. Any legal advisor provided to the Hearing Panel sits in an advisory capacity but shall not be a member of the Panel nor vote with it.
5. Hearing shall be closed and confidential. Witnesses shall not be present at the hearing when not testifying.
6. The hearing shall be recorded by the Hearing Panel Chair by recording or stenographic recording and this document shall be the only recording made of the proceedings. No witness who refused to be recorded may be permitted to give testimony. At the onset of the hearing the Chair shall ask each person present to identify themselves by name and thereafter shall ask witnesses to identify themselves by name. The recording shall remain in the custody of the College at all times, unless released to a professional transcribing service. Any party may request a copy of the recording at their own expense.
7. All Testimony shall be taken under oath administered by the Chair. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape recorded shall be considered to be unavailable.

#### E. Hearing Panel Decision

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

#### IV. Appeal Process

##### **Written Statement of Appeal**

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



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

## Course Repeatability and Repetition

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

State regulations (Title 5, sections 55040-55045) restrict the number of times a student may enroll in a course within a community college district. The number of times a student may enroll in a course is based on whether the course is designated "repeatable" or "non-repeatable." Any student registering to repeat a course not identified as repeatable or repeating a course more often than permitted may be dropped from the course. (BP 4225)

### Non-Repeatable Courses

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

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

### Repeatable Courses

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

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



participation in the event must be directly related to the course content. Students enrolled in these courses are required to participate in the academic or vocational competition.

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

### **Repetition to Alleviate Previously Earned Substandard Grade**

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

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

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

### **Repetition for Special Circumstances**

#### **Significant Lapse of Time**

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

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

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

#### **Extenuating Circumstances**

Students may petition to enroll in a course one additional time due to extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the student's control resulting in either a passing or a substandard grade; students receiving an I, IP, or W cannot re-enroll in a course as a result of extenuating circumstances. Students may only be approved for this reason one time per course. Students may file an Academic Appeal Form for course repetition in the Office of Admissions and Records. The form may be downloaded at [www.saddleback.edu/admissions/forms.html](http://www.saddleback.edu/admissions/forms.html) and must be filed two weeks prior to the semester in which the student seeks the course repetition.

#### **Legally Mandated Training**

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

### Significant Change in Industry or Licensure Standards

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

### Special Classes for Students with Disabilities

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

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

### Active Participatory Courses

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

## Scholarship Standards

### Dean's List

Students who achieve a grade point average of 3.25 or higher in 12 units\* or 3.5 in at least 6 units of letter-graded courses in any one semester will be eligible for the honor of being placed on the Dean's List. Continued excellence in scholarship may result in graduation with honors.

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

### Academic Honors at Graduation

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

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

Graduation honors are calculated using all academic work completed. This includes all work completed at Saddleback College and all transcripts used from other accredited institutions. In addition, in order to qualify, students must have completed 24 semester units of letter-graded work at Saddleback College.

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

## Probation and Dismissal

### Probation

(BP 4250)

#### Academic Probation

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

#### Progress Probation

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

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

### Removal from Probation

(BP 4250)

#### Academic Probation

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

#### Progress Probation

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

### Dismissal

A student whose cumulative grade point average falls below 2.0 in three consecutive semesters at Saddleback College and/or Irvine Valley College shall be subject to dismissal.

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

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

### Readmission after Dismissal

(BP 4250)

Students who have been dismissed from Saddleback College or Irvine Valley College may apply for a readmission review after one semester of non-attendance by following the petition procedures through the Office of Admission and Records located in the Student Services Center Room 102. Students who are readmitted and fail to maintain a grade point average of 2.0 or higher during the semester following readmission will be subject to permanent dismissal.

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

### Academic Renewal

Under certain circumstances, students may elect to have previously completed courses disregarded in the computation of their cumulative grade point average (GPA). This process is known as academic renewal (Administrative Regulation 6122 (4240), defined in accordance with Title 5, California Code of Regulations, Section 55046. Students must complete the following requirements: (BP 4240)

In order to qualify for Academic Renewal, students must complete the following requirements:

1. A petition must be filed in the Office of Admissions and Records. The Registrar or Dean of Enrollment Services is the designated authority for approval of academic renewal.
2. Accompanying the petition must be evidence that the previous substandard work does not reflect the student's current performance or capabilities.
3. Previous substandard work will be disregarded. Substandard grades are defined as "D," "F," "FW," or "NP."
4. No more than 30 units of coursework can be considered for academic renewal.
5. A period of at least two terms must have elapsed since the work to be alleviated was completed.
6. The student must have completed 18 units with a 2.00 GPA, 15 units with a 2.25 GPA or 12 units with a 2.5 GPA or higher in sessions subsequent to the substandard work. No units may be excluded for coursework that has previously been used to fulfill degree, certificate, or transfer certification requirements. Work from other accredited colleges will be considered for calculating their GPA.
7. When coursework is disregarded in the computation of the cumulative GPA, the student's academic record will be annotated; all coursework remains on record, ensuring a true and complete academic history. Academic renewal actions are irreversible.

Academic renewal by the South Orange County Community College District does not guarantee that other institutions will approve such action. This determination will be made by the respective transfer institutions.

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

### Suspension of VA Benefits Due to Probation

Saddleback College is responsible for enforcing the Department of Veterans Affairs' (DVA) standards of academic progress. These standards require the college Veterans Office to suspend, for one semester, the VA education benefits of students who have been on academic or lack-of-progress probation for two consecutive semesters. The college Veterans Office is also required to notify DVA of this suspension.

**VA Benefits Reinstatement:** In addition to not receiving VA education benefits for one semester, students must have a written evaluation completed by an academic counselor. The evaluation must certify that the student has a reasonable chance of academic success in future semesters. Students who change their academic programs must satisfy more stringent requirements, including submission to VA of a request for reinstatement of benefits.

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

## Load Limit and Final Examinations

### Load Limit

Students are allowed to carry a maximum of 19 units per term, not including work experience or independent study. In order for a student to be considered for additional units beyond 19, he/she must have a cumulative 3.0 grade point average. Overload Petitions must be completed and returned to the Counseling Office.

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

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

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

## Remedial Coursework Limit

No more than 30 semester units of credit may be awarded to a student for remedial coursework. Courses in this category include English, reading, and writing courses one level below transfer-level composition (ENG 1A) and mathematics courses below intermediate algebra (MATH 253).

The following students are exempted from this limitation:

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

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

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

## Final Examinations

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

## Attendance

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

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

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

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

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

## Faculty Code of Ethics and Professional Standards

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

### Ethical Principle

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

### Standards of Conduct

- Faculty shall treat all students with fairness and respect.
- Faculty shall encourage the free exchange of ideas between themselves and students.
- Faculty shall conscientiously strive to be fair and balanced in their evaluation of student work.
- Faculty should not exploit their students for personal gain.

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

# Credit for Prior Learning

Credit for prior learning (CPL) is college credit awarded for validated college-level skills and knowledge gained outside of a college classroom.

Students may receive CPL in place of a comparable course or graduation requirement, including elective units, listed in the current college catalog through the following approved alternative methods for awarding credit:

1. Achievement of a satisfactory score on an approved standardized examination (see Assessment of a Standardized Examination Score below)
2. Evaluation of military service/training
3. Evaluation of industry recognized training/credential documentation
  - Credit for industry recognized credential will be granted as long as the official documentation of the credential is on file in the Admissions and Records Office. (See BP/AR 4235 for more information)
4. Evaluation of student-created portfolios
  - Students may receive Credit for Prior Learning using a student-created portfolio if a department has an approved portfolio assessment rubric for the course on file. (See BP/AR 4235 for more information)
5. Satisfactory completion of an institutional examination, known as Credit by Examination, administered by the college in lieu of completion of an active course listed in the current college catalog

## Student Eligibility for CPL

In order to submit a CPL petition, a student must:

1. Be in good standing at the college in which the CPL petition is being submitted
2. Have previously earned credit, completed a noncredit course or be currently enrolled within the District
3. Have a counselor-approved education plan on file
4. Identify a comparable course or graduation requirement, including elective units, listed in the current college catalog
5. For Credit for Military Service/Training: the student must also complete 12 units in residency
6. For Credit by Exam: the student must also not have received credit for a more advanced course in the same subject (may be waived by department)
7. For Credit by Exam – High School Articulation: the student is not required to be currently registered
8. For Credit for Achievement on a Standardized Test: the student must also not have received college credit for a similar course prior to completion of the standardized examination(s).

## Limitations on CPL Credits Earned

1. CPL units may not be applicable to meeting eligibility requirements for programs including, but not limited to: Selective Service deferment; Veterans or Social Security benefits; EOPS; CalWORKs; Financial Aid; International Student Program; Athletics; and Promise programs.
2. Credits acquired through CPL shall not be counted in determining residency requirements for Certificates or Associate Degrees.
3. Credits acquired through CPL may not be accepted at transfer institutions. Students seeking to earn credit for college transfer purposes will need to consult the transfer institution regarding its policy.

## CPL Grading Policy

1. Grades are not provided for standardized examinations.
2. Grading options will be determined by discipline faculty.
3. When grading is available:
  - A. Grading shall be according to the regular grading system in accordance with BP/AR 4230 Grading and Academic Record Symbols
  - B. Students shall be offered a "Pass/No Pass" option, if that option is ordinarily available for the course



- C. Students will be given an option to accept, decline, or appeal the grade within five working days of receiving the grade. For appeals, students will use the college's grievance process
- D. An automatic decline of the grade will be processed for students who obtain an F or NP grade and the grade will not be posted

## Transcription of CPL

The student's academic record shall be clearly annotated to reflect that credit was earned by the type of assessment or examination of prior learning.

For military service/training, student-created portfolio, and industry certification CPL, the transcription will include course prefix, course number, course title, course units, course grade, and term earned.

## Assessment of a Standardized Examination Score

The colleges may grant credit for achievement of a satisfactory score with the following standardized exams:

1. Advanced Placement (AP) examination
2. International Baccalaureate (IB) examination
3. College Level Examination Program (CLEP)
4. Defense Language Proficiency Test (DLPT)

Please meet with a counselor for additional information. [www.saddleback.edu/student-support/counseling-services](http://www.saddleback.edu/student-support/counseling-services)

## Advanced Placement (AP) Exam

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

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

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

All University of California (UC) campuses will accept the minimum units as stipulated below toward full or partial IGETC certification. The UC campus to which the student is transferring determines the applicability of the examination to other campus specific graduation requirements including the major. Students who earn credit from an AP exam should not take a comparable college course because transfer credit will not be granted for both.

AP credit granted by Saddleback College for either elective or specific course credit does not necessarily transfer as such to other colleges or universities. Students planning to use AP credit toward transfer requirements will need to consult with appropriate campus representatives of the transfer institution for specific information regarding its policies and procedures.

## College Credit for AP Exams

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

*\*AP exams in Environmental Science, Physics C: Mechanics and Physics C: Electricity/Magnetism will be given 3 semester or 4 quarter units for Areas 5A and 5C for IGETC Certification. Students who complete these exams will be required to complete at least 4 semester or 5 quarter units in Area 5B or 3 semester or 4 quarter units in Area 5B plus an additional course in either Areas 5A or 5B to satisfy the minimum required units for IGETC Certification Area 5.*

Advanced Placement Exam	Saddleback College AA/AS Credit Awarded for GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
Art History	Arts/Humanities - 3	Area C1 or C2 3	6	Area 3A or 3B 3	5.3
Biology	Natural Sciences - 4 Credit for BIO 20	Area B2 and B3 4	6	Area 5B and 5C (lab) 4	5.3
Chemistry	Natural Sciences - 4 Credit for CHEM 3	Area B1 and B3 4	6	Area 5A and 5C (lab) 4	5.3
Chinese - Language & Culture	Arts/Humanities - 3	Area C2 3	6	Area 3B and 6A 3	5.3
Computer Science - A Exam	Elective - 3	N/A	3 (only one CS Exam may be applied)	N/A	1.3 (prior to Fall '18)  5.3 (Fall '18 and later)  (2.6 maximum credit for both Computer Science A and Computer Science AB exams)
Computer Science - AB Exam <u>Only</u>	N/A	N/A	6 (only one CS Exam may be applied)	N/A	2.6  (2.6 maximum credit for both Computer Science A and Computer Science AB exams)
Computer Science - Principles	Language/ Rationality 1C-3	B4 3	6 (only one CS exam may be applied)	N/A	5.3
Economics - Macro Exam	Social/Behavioral Sciences - 3  Credit for ECON 2 with a score of 5	Area D 3	3	Area 4 3	2.6
Economics - Micro Exam	Social/Behavioral Sciences 3  Credit for ECON 4 with a score of 5	Area D 3	3	Area 4 3	2.6

Advanced Placement Exam	Saddleback College AA/AS Credit Awarded for GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
English - Language and Composition	Language/Rationality 1A - 3 Credit for ENG 1A and Matriculation placement in ENG 1B/1BH	Area A2 3	6	Area 1A 3	5.3 (max credit for both English Lang/Comp & Lit/Comp)
English - Literature and Composition	Language/Rationality 1A – 3  and Arts/Humanities - 3  Credit for ENG 1A and Matriculation placement in ENG 1B/1BH	Area A2 and C2 6	6	Area 1A or 3B 3	5.3 (max credit for both English Lang/Comp & Lit/Comp)
Environmental Science	Natural Sciences - 4	Area B1 and B3 4	4	Area 5A and 5C (lab) 3*	2.6
French - Language & Culture	Arts/Humanities - 3	Area C2 3	6	Area 3B and 6A 3	5.3
German - Language & Culture	Arts/Humanities - 3	Area C2 3	6	Area 3B and 6A 3	5.3
Government and Politics - United States	Social/Behavioral Sciences - 3	Area D and US-2 3	3	Area 4 3	2.6
Government and Politics - Comparative	Social/Behavioral Sciences - 3 Credit for PS 12 with a score of 5	Area D 3	3	Area 4 3	2.6
History - United States	Social/Behavioral Sciences or Arts/Humanities- 3 Credit for HIST 22	(C2 & US-1) or (D & US-1) 3	6	Area 3B or 4 3	5.3

Advanced Placement Exam	Saddleback College AA/AS Credit Awarded for GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
History - European	Social/Behavioral Sciences or Arts/Humanities - 3	Area C2 or D 3	6	Area 3B or 4 3	5.3
History - World: Modern	Social/Behavioral Sciences or Arts/Humanities - 3 Credit for HIST 5	Area C2 or D 3	3	Area 3B or 4 3	5.3
Human Geography	Social/Behavioral Sciences - 3	Area D 3	3	Area 4 3	2.6
Italian - Language & Culture	Arts/Humanities - 3	Area C2 3	6	Area 3B and 6A 3	5.3
Japanese - Language & Culture	Arts/Humanities - 3	Area C2 3	6	Area 3B and 6A 3	5.3
Latin - Virgil	Arts/Humanities - 3	Area C2 3 (only applies if taken before Fall 12)	3 (only applies if taken before Fall 12)	Area 3B and 6A 3	2.6
Latin	Arts/Humanities - 3	Area C2 3	6	Area 3B and 6A 3	N/A
Mathematics - Calculus AB Exam	Language/Rationality 1C - 3 Credit for MATH 2 and Matriculation placement in MATH 3A/3AH with a score of 3. Credit for MATH 3A and Matriculation placement in MATH 3B with a score of 4 or 5.	Area B4 3	3 (only one Calculus AP exam applied toward degree)	Area 2A 3	2.6  5.3 max if more than one AP exam in Calculus
Mathematics - Calculus BC Exam	Language/Rationality 1C - 3 Credit for MATH 3A and Matriculation placement in MATH	Area B4 3	6 (only one Calculus AP exam applied toward degree)	Area 2A 3	2.6  5.3 max if more than one AP exam in Calculus

Advanced Placement Exam	Saddleback College AA/AS Credit Awarded for GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
	3B with a score of 3. Credit for MATH 3A and MATH 3B and Matriculation placement in MATH 3C with a score of 4 or 5.				
Mathematics - Calculus BC/AB Subscore	Language/Rationality 1C - 3	Area B4 3	3 (only one Calculus AP exam applied toward degree)	Area 2A 3	2.6  5.3 max if more than one AP exam in Calculus
Music Theory	Arts/Humanities - 3	Area C1 3 (only applies if taken before Fall 09)	6 (only applies if taken before Fall 09)	N/A	5.3
Physics 1	Natural Sciences - 4 Credit for PHYS 2A	Areas B1 and B3 4 If more than one AP exam in Physics, only 4units max for GE	4 If more than one AP exam in Physics, only 6 units max	Area 5A and 5C (lab) 4	5.3  5.3 max if more than one AP exam in Physics
Physics 2	Natural Sciences - 4	Areas B1 and B3 4 If more than one AP exam in Physics, only 4units max for GE	4 If more than one AP exam in Physics, only 6 units max	Area 5A and 5C (lab) 4	5.3  5.3 max if more than one AP exam in Physics
Physics C - Mechanics	Natural Sciences - 4	Areas B1 and B3 4 If more than one AP exam in Physics, only 4units max for GE	4 If more than one AP exam in Physics, only 6 units max	Area 5A and 5C (lab) 3*	2.6  5.3 max if more than one AP exam in Physics
Physics C - Electricity/Magnetism	Natural Sciences - 4	Areas B1 and B3 4 If more than one AP exam in Physics,	4 If more than one AP exam in Physics, only 6 units max	Area 5A and 5C (lab) 3*	2.6  5.3 max if more than one AP exam in Physics

Advanced Placement Exam	Saddleback College AA/AS Credit Awarded for GE, Major and/or Elective Units	CSU GE Certification Area/Semester Units	CSU Minimum Admission Semester Units	IGETC Certification Area/Semester Units	UC Admissions Semester Units
		only 4units max for GE			
Psychology	Social/Behavioral Sciences - 3 Credit for PSYC 1	Area D 3	3	Area 4 3	2.6
Spanish - Language and Culture	Arts/Humanities - 3	Area C2 3	6	Area 3B and 6A 3	5.3
Seminar	N/A	N/A	3	N/A	N/A
Spanish - Literature and Culture	Arts/Humanities - 3	Area C2 3	6	Areas 3B and 6A 3	5.3
Statistics	Language/Rationality 1C - 3 Credit for MATH 10 with a score of 3	Area B4 3	3	Area 2A 3	2.6
Studio Art 2D Design 3D Design Drawing	Elective - 3 Elective - 3 Elective - 3	N/A	3	N/A	5.3 (Max credit if more than one AP exam in Studio Art)

The Standardized Examination information was prepared based upon data available at the time of publication and is subject to change.

Note: In some cases, credit towards specific major requirements is also awarded by the UC/CSU campuses. Refer to the catalog of the campus of intended transfer for further information.

## College-Level Examination Program (CLEP)

Saddleback College accepts CLEP exams as credit for some General Education requirements. CLEP scores can also be used for CSUGE certification. CLEP cannot be used for general education certification of Intersegmental General Education Transfer Curriculum (IGETC) requirements.

Subject Examination: Each academic division of the college may recognize the Subject Examination if a single examination measures the competency associated with the successful completion of a specific Saddleback College course. Generally, however, specific course credit by examination will be attained through Credit by Examination - see next section for more credit by examination information.

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

No credit will be given to CLEP in any area in which the student has earned college credit prior to completion of CLEP examinations. Credit is awarded upon completion of one semester in the South Orange County Community College

District. Additional information regarding the College Level Examination Program may be obtained in the counseling office.

### College Credit for CLEP Exams

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

CLEP EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	CSU MINIMUM SEMESTER TRANSFER CREDITS EARNED	CSU CERTIFICATION AREA/SEMESTER UNITS
American Government	3 units Social/Behavioral Sciences	3	Area D 3 units
American Literature	3 units Arts/Humanities	3	Area C2 3 units
Analyzing and Interpreting Literature	3 Units Arts/Humanities	3	Area C2 3 units
Biology	3 units Natural Sciences	3	Area B2 3 units
Calculus	3 units Language/Rationality 1C Placement MATH 3B	3	Area B4 3 units
Chemistry	3 units Natural Sciences	3	Area B1 3 units
College Algebra	3 units Language/Rationality 1C Placement MATH 11	3	Area B4 3 units
College Algebra - Trigonometry	3 units Language/Rationality 1C Placement MATH 3A	3	Area B4 3 units
College Mathematics	N/A	0	N/A
English Composition (No Essay)	N/A	0	N/A
English Composition with Essay	N/A	0	N/A



CLEP EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	CSU MINIMUM SEMESTER TRANSFER CREDITS EARNED	CSU CERTIFICATION AREA/SEMESTER UNITS
English Literature	3 Units Arts/Humanities	3  (prior to F11)	Area C2 3 units  (prior to F11)
Financial Accounting	N/A	3	N/A
French* Level I	N/A	6	N/A
French* Level II	3 units Arts/Humanities with score of 59	9  12 (prior to F15)	Area C2 3 units with score of 59
Freshman College Composition	N/A	0	N/A
German* Level I	N/A	6	N/A
German* Level II	3 units Arts/Humanities with score of 60	9  12 (prior to F15)	Area C2 3 units with score of 60
History, United States I	3 units Social/Behavioral Sciences	3	D + US - 1 3 units
History, United States II	3 units Social/Behavioral Sciences	3	D + US - 1 3 units
Human Growth and Development	3 units Social/Behavioral Sciences	3	Area E 3 units
Humanities	3 units Arts/Humanities	3	Area C2 3 units
Information Systems and Computer Applications	N/A	3	N/A
Introduction to Educational Psychology	N/A	3	N/A
Introductory Business Law	N/A	3	N/A
Introductory to Psychology	3 units Social/Behavioral Sciences	3	Area D - 3 units

CLEP EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	CSU MINIMUM SEMESTER TRANSFER CREDITS EARNED	CSU CERTIFICATION AREA/SEMESTER UNITS
Introductory to Sociology	3 units Social/Behavioral Sciences	3	Area D 3 units
Natural Science	3 units Natural Science	3	Area B1 or B2 3 units
Pre-Calculus	3 units Language/Rationality 1C Placement MATH 3A	3	Area B4 3 units
Principles of Accounting	N/A	3	N/A
Principles of Macro Economics	3 units Social/Behavioral Sciences	3	Area D 3 units
Principles of Management	N/A	3	N/A
Principles of Marketing	N/A	3	N/A
Principles of Micro Economics	3 units Social/Behavioral Sciences	3	Area D 3 units
Social Sciences and History	N/A	0	N/A
Spanish* Level I	N/A	6	N/A
Spanish* Level II	3 units Arts/Humanities with score of 63	9 12 (prior to F15)	Area C2 3 units with score of 63
Spanish with Writing I	N/A	6	N/A
Spanish with Writing II	3 units Arts/Humanities with a score of 63	9	Area C2 3 units with score of 63
Trigonometry (prior to FO6)	3 units Mathematics Placement MATH 2	3	Area B4 3 units
Western Civilization I	3 units Arts/Humanities or Social/ Behavioral Sciences	3	Area C2 or D 3 units
Western Civilization II	3 units Social/Behavioral Sciences	3	Area D 3 units

The Standardized Examination information was prepared based upon data available at the time of publication and is subject to change.

## International Baccalaureate (IB) Exam

For IB credit to be awarded, an official score report must be on file in the Office of Admissions and Records prior to the Counselor review. Students can make an appointment to see a Saddleback College counselor for review of their IB exam scores and processing of an International Baccalaureate Examination Credit Petition. Admissions and Records evaluators will assign IB Exam credit as applicable when a student applies for a degree, CSUGE or IGETC certification.

All California State University (CSU) campuses will accept the minimum units as stipulated below toward full or partial CSUGE certification. The CSU campus to which the student is transferring determines the applicability of the examination to other campus-specific graduation requirements including the major. The IB examinations may be incorporated into the certification of CSU General Education Breadth requirements by any certifying institution. All CSU campuses will accept the minimum shown and apply them toward fulfillment of the Education Breadth requirements. [https://calstate.policystat.com/policy/10711339/latest/\(link is external\)](https://calstate.policystat.com/policy/10711339/latest/(link is external))

All University of California (UC) campuses will accept the minimum units as stipulated below toward full or partial IGETC certification. The UC campus to which the student is transferring determines the applicability of the examination to other campus specific graduation requirements including the major. The IB examinations must be used in area indicated regardless of where the certifying CCC's discipline is located. Students who earn credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both. University of California may give additional credit for IB exams posted on [https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ib-credits.html\(link is external\)](https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ib-credits.html(link is external))

IB credit granted by Saddleback College for either elective or specific course credit does not necessarily transfer as such to other colleges or universities. Students planning to use IB credit toward transfer requirements will need to consult with appropriate campus representatives of the transfer institution for specific information regarding its policies and procedures.

## College Credit for IB Exams

For Saddleback College Associate Degree GE and IGETC credit, a minimum score of 5 is required. For CSU GE credit, see chart below for minimum score required.

IB EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	CSU Passing Score	CSU GE	CSU - SEM UNITS EARNED TOWARD TRANSFER	IGETC	UC - SEM UNITS EARNED TOWARD TRANSFER
BIOLOGY HL	3 Natural Science No Lab	5	AREA B2 (without Lab) 3	6	AREA 5B (without Lab) 3	5.3
CHEMISTRY HL	3 Natural Science No Lab	5	AREA B1 (without Lab) 3	6	AREA 5A (without Lab) 3	5.3
ECONOMICS HL	3 Social/Behavioral Sciences	5	AREA D 3	6	AREA 4 3	5.3
GEOGRAPHY HL	3 Social/Behavioral Sciences	5	AREA D 3	6	AREA 4 3	5.3

IB EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	CSU Passing Score	CSU GE	CSU - SEM UNITS EARNED TOWARD TRANSFER	IGETC	UC - SEM UNITS EARNED TOWARD TRANSFER
HISTORY (ANY REGION) HL	3 Social/Behavioral Sciences or Arts/Humanities	5	AREA C2 or D 3	6	AREA 3B or 4 3	5.3
LANGUAGE A1 (ENGLISH) HL	3 Arts/Humanities	4	AREA C2 3 (effective term F09-F13)	6	AREA 3B 3	5.3
LANGUAGE A1 (ANY OTHER LANGUAGE) HL	3 Arts/Humanities	4	AREA C2 3 (effective term F09-F13)	6	AREA 3B & 6A 3	5.3
LANGUAGE A2 (ENGLISH) HL	3 Arts/Humanities Area 4	4	AREA C2 3 (effective term F09-F13)	6	AREA 3B 3	5.3
LANGUAGE A2 (ANY OTHER LANGUAGE) HL	3 Arts/Humanities Area 4	4	AREA C2 3 (effective term F09-F13)	6	AREA 3B & 6A 3	5.3
LANGUAGE A LITERATURE (ANY LANGUAGE, EXCEPT ENGLISH) HL	3 Arts/Humanities	4	Area C2 3	6	Area 3B & 6A 3	5.3
LANGUAGE B (ANY LANGUAGE) HL	N/A	4	N/A 0	6	AREA 6A 3	5.3
MATHEMATICS HL	3 Language/Rationality 1C	4	AREA B4 3	6	AREA 2A 3	5.3

IB EXAM	SADDLEBACK COLLEGE AA/AS CREDIT FOR GE	CSU Passing Score	CSU GE	CSU - SEM UNITS EARNED TOWARD TRANSFER	IGETC	UC - SEM UNITS EARNED TOWARD TRANSFER
PHYSICS HL	3 Natural Science	5	AREA B1 (without Lab) 3	6	AREA 5A (without Lab) 3	5.3
PSYCHOLOGY HL	3 Social/Behavioral Sciences	5	AREA D9 3	3	AREA 4 3	5.3
THEATRE HL	3 Arts/Humanities	4	AREA C1 3	6	AREA 3A 3	5.3

The Standardized Examination information was prepared based upon data available at the time of publication and is subject to change.

Note: In some cases, credit towards specific major requirements is also awarded by the UC/CSU campuses. Refer to the catalog of the campus of intended transfer for further information.

## Credit by Examination

(BP/AR 4235)

### High School to College Articulation

The student will apply online to one of the colleges in the SOCCCD. There is no requirement to be currently registered to receive credit.

A letter grade may be assigned and the course will be identified as "Credit by Examination" on the transcript in accordance with official grading assignment on the Course Outline of Record (COR). Once assigned, a grade is not reversible, and the course is non-repeatable (see Course Repeatability and Repetition policy).

The enrollment fee for credit by examination will not be charged for credit awarded under this provision.

Students who are unsuccessful in obtaining a standard grade of B or better will not be allowed to petition for credit and no record of the attempt for credit by examination will appear on a student's transcript.

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

### Post-Secondary Specific Course Credit

Credit by exam may be provided if the course appears in a current college catalog and is determined by the faculty of the appropriate discipline that the course content can be tested by an examination. Also, the student must not have received credit for a more advanced course in the same subject, unless waived by the department:

The procedures to obtain Post-Secondary Credit by Examination for a course are as follows:

1. The student will initiate the assessment process by meeting with a counselor to submit the Credit for Prior Learning Assessment Petition. The student will need to provide a proof of non-refundable payment, up to the cost of the enrollment fee, for the credit by exam course in order to submit the petition.
2. The petition and supporting documents will be routed to the appropriate department chair or faculty designee, along with a notification to the Division/School Dean, by the Counseling Department. The department chair or faculty designee will provide the student with further instructions for credit by exam.

3. The department chair or faculty designee will prepare, administer, and grade the exam.
4. The department chair or faculty designee shall sign the petition with the recorded grade and forward the completed petition and supporting documents to the Counseling Department.
5. The Counseling Department will notify the student of the grade and provide the student with the opportunity to accept, decline, or appeal the grade within ten working days.
6. Upon acceptance or decline of the grade, the Counseling Department will forward the petition and any supporting documents to the Admissions and Records Office to be kept on file and, if accepted, recorded on the student transcript.

### Courses eligible for credit by exam.

ACCT 1A - FINANCIAL ACCOUNTING	COUN 51 - HUMAN RELATIONSHIPS	GD 210 - MOTION GRAPHICS
ARAB 1 - ELEMENTARY ARABIC	COUN 60 - CAREER EXPLORATION	GER 1 - ELEMENTARY GERMAN
ARAB 2 - ELEMENTARY ARABIC	DR 102 - MECH DESIGN PORTFOLIO	GER 2 - ELEMENTARY GERMAN
ARAB 3 - INTERMEDIATE ARABIC	DR 120 - ENGINEERING TECH	GER 3 - INTERMEDIATE GERMAN
ARCH 120 - REVIT AND BIM	DR 152 - ADV CAD DESIGN	HEBR 1 - ELEMENTARY HEBREW
ARCH 161 - PRINT PLANS SPEC READ	DR 203 - GREEN DESIGN	HORT 10 - PLNT MAT-ORNAMENTAL
ARCH 162 - CONSTRUCTION ESTIMAT.	DR 23 - ENGINEERING GRAPHICS	HORT 106 - CAD FUNDAMENTALS
ARCH 163 - IBC INSPECTION	DR 50 - INTRO COMPTR AID DRFT	HORT 11 - PLANT MAT-EDIBLES
ARCH 164 - RESIDENTIAL INSPECT.	ET 101 - SURVEY OF ELECTRONICS	HORT 112 - PLANT PROPAGATION
ARCH 165 - ELECTRICAL CODE INSP.	FN 101 - CULINARY PRINC I	HORT 113 - SOILS AND FERTILIZERS
ARCH 211 - CONCRETE INSPECTION	FN 110 - FOOD PREP. ESSENTIALS	HORT 116 - IRRIGATION DESIGN
ARCH 212 - PLUMBING CODES	FN 120 - SUSTAINABLE MEALS	HORT 120 - PEST MANAGEMENT
ARCH 213 - MECHANICAL CODES	FN 150 - INTRO TO HOSPITALITY	HS 101 - ADDICTION COUNSELING
ARCH 50 - INTRO COMPTR AID DRFT	FN 205 - NUTRTN FOR CULN PROF	HS 112 - CONF RES AND MED
AUTO 100 - AUTO. FUNDAMENTALS	FN 244 - BAKING FUNDAMENTALS I	HS 140 - APP.GRP.LDRSH/PROCES
AUTO 226 - AUTO SERV CONSULTANT	FN 246 - INTRO TO CULINARY	HS 150 - FIELD INST & SEM II
AUTO 227 - AUTO SERVICE MGMT	FN 261 - INTERNSHIP	HS 174 - CASE ADMIN/CRISIS INT
BUS 13 - LGL ENVIRON & BUS LAW	FN 50 - FUND OF NUTRITION	ID 110 - INTERIOR DESIGN
CHI 1 - ELEMENTARY CHINESE	FR 1 - ELEMENTARY FRENCH	ID 112 - BEG DRAFTING FOR ID
CHI 2 - ELEMENTARY CHINESE	FR 2 - ELEMENTARY FRENCH	ID 115 - CAD FOR INT DES
CHI 3 - INTERMEDIATE CHINESE	FR 3 - INTERMEDIATE FRENCH	ID 122 - HIST INT ARCH-FURN I
CIM 121A - KEYBDG FOR COMP - BEG	GC 63 - INTRO SCREEN PRINTING	ID 123 - INT DES ILLUSTRATION
COUN 150 - HELPING RELATIONSHIPS	GD 144 - TYPOGRAPHY	ID 125 - HIST INT ARCH-FURN II
COUN 40 - EDUC/CAREER SUCCESS	GD 200 - PHOTOSHOP GRAPH DESGN	ID 127 - FUNDAMENTALS OF LIGHT

ID 128 - ID BUS-PROF PRACTICE	MFG 207 - NUMERICAL CNTRL PRG I	PORT 2 - ELEMENTARY PORTUGUESE
ID 131 - DIGITAL VIS	N 160 - PHARMACOLOGY FOR NURS	PRSN 1 - ELEMENTARY PERSIAN
ID 132 - INT DES CODES & SPECS	N 170 - NURSING PROCESS	PRSN 2 - ELEMENTARY PERSIAN
ID 133 - ID RENDER-RAPID VIZ	N 170 - NURSING PROCESS LAB	PRSN 3 - INTERMEDIATE PERSIAN
ID 134 - ADV CAD FOR INT DES	N 171 - MENTAL HEALTH NURSING	SPAN 1 - ELEMENTARY SPANISH
ITA 1 - ELEMENTARY ITALIAN	N 171 - MENTAL HEALTH NSG LAB	SPAN 2 - ELEMENTARY SPANISH
ITA 2 - ELEMENTARY ITALIAN	N 172 - MED-SURG NURSING	SPAN 20A - CIVIL SPAIN THRU 1898
ITA 3 - INTERMEDIATE ITALIAN	N 172 - MED-SURG NURSING LAB	SPAN 20B - CIVIL SPAIN 1898-PRES
JA 1 - ELEMENTARY JAPANESE	N 173 - NRSNG CARE CHLD & FMLS	SPAN 3 - INTERMEDIATE SPANISH
JA 2 - ELEMENTARY JAPANESE	N 173 - NSG CARE CHLD FML LAB	SPAN 4 - INTERMEDIATE SPANISH
JA 3 - INTERMEDIATE JAPANESE	N 174 - WOMEN'S HEALTH NRSNG	SPS 315 - LRNG DEVELOPMENT PRAC
KOR 1 - ELEMENTARY KOREAN	N 174 - WOMEN'S HLTH NRSNG LAB	TOUR 250 - INTRO TO TRAVEL/TOUR
KOR 2 - ELEMENTARY KOREAN	N 176 - ADVANCED NURSING	TOUR 259 - AIRLINE COMPUT TRAING
KOR 3 - INTERMEDIATE KOREAN	N 176 - ADVANCED NURSING LAB	
MFG 200 - INTRO TO RAPID PROTO	PORT 1 - ELEMENTARY PORTUGUESE	

## Industry Recognized Credential Documentation

(BP/AR 4235)

Credit for industry recognized credential will be granted as long as the official documentation of the credential is on file in the Admissions and Records Office.

Determination of whether a specific course or elective credit is to be awarded in any area is made by faculty in the discipline who normally teach the course. A chart with specific credit awarded for the industry recognized credentials may be established and found in the college catalogs.

If an industry recognized credential has not yet been assessed and approved by the appropriate faculty:

1. The student will initiate the assessment process by meeting with a counselor to submit the Credit for Prior Learning Assessment Petition. The petition will include all industry recognized credential documents.
2. The petition and documents will be routed to the appropriate department chair or faculty designee, along with a notification to the Division/School Dean, by the counselor. If needed, the chair or faculty designee will provide the student with further instructions for assessment of the industry recognized credential.
3. If the department chair or faculty designee determines the industry certification adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the recorded grade, attach the industry recognized credential, and forward the completed petition and supporting documents to the Counseling Department.
4. The Counseling Department will notify the student of the grade and provide the student with the opportunity to accept, decline or appeal the grade within ten working days.
5. Upon acceptance or decline of the grade, the Counseling Department will forward the petition and any supporting documents to the Admissions and Records Office to be kept on file and, if accepted, recorded on the student transcript.



## Military Service/Training Credit

(BP/AR 4235)

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

Students interested in military Credit for Prior Learning using supporting official documentation shall receive credit as recommended by the American Council on Education (ACE) Directory and approved by the appropriate discipline faculty of the college under the following circumstances:

1. Official transcripts must be on file in the Admissions and Records Office. These may include Joint Services Transcript (JST), Sailor/Marine American Council on Education Registry Grade Changes Transcript (SMART), Army and American Council on Education Registry Transcript Service (AARTS), or verified copies of DD214 or DD295 military records. Other documentation may be considered.
2. Credit course, elective, or competency equivalency shall be determined by the faculty of the appropriate discipline.
3. This policy does not apply to regionally accredited collegiate coursework taken in the Department of Defense.
4. The student must also complete 12 units in residency.

To initiate the Credit for Prior Learning Assessment Petition to determine credit for military service/training, a student must meet with a counselor and submit a petition form.

Saddleback College veterans' counselors are your primary source of information regarding academic planning, veteran's resources, and career and personal counseling. They are located in the college VETS Center and are available for scheduled appointments and walk-in sessions. VA students will need to get a My Academic Plan (MAP) completed by one of these counselors in order to start receiving VA educational benefits. Questions regarding course selection and academic requirements may be addressed through this source.

## Student-created Portfolios

(BP/AR 4235)

Students may receive Credit for Prior Learning using a student-created portfolio if a department has an approved portfolio assessment rubric for the course on file.

If an approved portfolio assessment rubric for a course is on file:

1. The student will initiate the assessment process by meeting with a counselor to submit the Credit for Prior Learning Assessment Petition.
2. The petition and supporting documents will be routed to the appropriate department chair or faculty designee, along with a notification to the Division/School Dean, by the Counseling Department. If needed, the chair or faculty designee will provide the student with further instructions for assessment of the student-created portfolio.
3. If the department chair or faculty designee determines the student-created portfolio adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the recorded grade, attach documentation of the student-created portfolio, and forward the completed petition and supporting documents to the Counseling Department.
4. The Counseling Department will notify the student of the grade and provide the student with the opportunity to accept, decline, or appeal the grade within ten working days.
5. Upon acceptance or decline of the grade, the Counseling Department will forward the petition and any supporting documents to the Admissions and Records Office to be kept on file and, if accepted, recorded on the student transcript.

## College Life

### Alumni: Stay in Touch with Saddleback

The Saddleback College Foundation wants you to keep in touch! We love hearing your successes and want to keep connected to you. The Foundation will keep you up-to-date on Saddleback College news and events. We will help you support your college and pay it forward to future generations at Saddleback College. Contact the Saddleback College Foundation at (949) 582-4479 or [www.saddleback.edu/administration/office-president/saddleback-college-foundation](http://www.saddleback.edu/administration/office-president/saddleback-college-foundation).

### Arts, Media, Publications

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

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

Several publications are available to the College and community. The *Lariat*, a print and digital news outlet, circulates during the regular academic year. Journalism and New Media program students also produce a magazine, *Orange Appeal*, once a year in the summer semester. In addition, *Wall*, a literary journal featuring the creative writing and artwork of Saddleback English students is published yearly.

### Athletics

Saddleback College offers 22 intercollegiate athletic sports which compete under the California Community College Athletic Association and are members of the Orange Empire Conference and Southern California Football Alliance. Participation on these intercollegiate athletic teams is open to any Saddleback College student enrolled in 12 or more units (other CCCAA eligibility rules apply).

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

For more information on the athletic program, please contact either the Athletic Department (949) 582-4547 or the Sports Information Office (949) 582-4221.

### Honor Societies

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

The two campus-wide honor societies, Alpha Gamma Sigma and Phi Theta Kappa, are involved in community and college service activities, social activities, and leadership development. They are open to all students, whether part-time or full-time.

Within each society, scholarships are available either from the local chapter, the parent society, or four-year colleges and universities that reserve scholarship monies for society members. Membership is noted on Saddleback transcripts.

Alpha Gamma Sigma, the California community college honor society, was established in 1926 and is the official honor society of California community colleges. It has had a strong presence on the Saddleback campus for many years.

Students who have completed 12 semester units and have a cumulative GPA of 3.0 may apply to join Saddleback's Sigma Epsilon chapter. In order to maintain membership, students must apply and pay dues each semester. Eligible students are invited to join each semester.

Phi Theta Kappa, the international community college honor society, was established in 1918 and now has over 1200 chapters. Chartered in December 1996, Saddleback's Beta Epsilon Beta chapter was the largest at induction in the society's history. Students with a minimum 3.50 cumulative GPA and at least 12 units are invited to join. Phi Theta Kappa is a lifetime membership so long as the member's GPA does not fall below 3.25; dues are paid only once. Eligible students are invited to join in the first semester they become eligible.

Founded in 1982, Psi Beta is a national honor society for students attending two-year colleges, inviting students who plan to major or minor in psychology, as well as students who simply have an interest in psychology. Membership is open to students who maintain a minimum GPA of 3.25 and have completed a college-level psychology course with a grade of B or higher.

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

## Student Development and Campus Life

The Student Development Office believes that your college experience is not just a degree, but also the opportunity to grow as a leader and person. It is an opportunity to see the world with a new perspective and to make connections and memories outside of the classroom. Student Development is there to help provide various opportunities through participation in programs such as the Associated Student Government (ASG), campus clubs, leadership programs, and campus life events. Whether on campus or virtually, Student Development has many great opportunities for you to get involved. For more information or to talk to someone about opportunities, visit [www.saddleback.edu/life-saddleback/student-development](http://www.saddleback.edu/life-saddleback/student-development) or contact [scstudentdevelopment@saddleback.edu](mailto:scstudentdevelopment@saddleback.edu) (link sends e-mail).

### Associated Student Government (ASG)

The Associated Student Government (ASG) is the representative body of the students at Saddleback College. ASG plans, organizes, promotes, sponsors, and finances a comprehensive program of activities and services for all Saddleback College students and advocates on behalf of students. ASG also serves as the body that recognizes and works with student clubs. Participating in ASG and Campus Clubs provides students with the opportunity to learn valuable leadership, organizational, and communication skills which will enhance their college experience and provide a foundation for their future. ASG also provides an excellent opportunity to have a voice in policy making on the campus. For additional information, visit [www.saddleback.edu/life-saddleback/student-clubs-organizations/associated-student-government-asg](http://www.saddleback.edu/life-saddleback/student-clubs-organizations/associated-student-government-asg) or email [official@saddlebackasg.com](mailto:official@saddlebackasg.com).

### Associated Student Body (ASB) Stamp and FUND-Card

The Associated Student Government provides an excellent program of activities and services. Part of the funding for these programs come from the sale of the ASB stamp. Students are encouraged to purchase the stamp during online registration or at the Student Payment Office, SSC 208. Stamp holders receive perks such as discounts at the cafeteria, coffee cart, bookstore on select items, and from surrounding businesses. The stamp also provides a free OC bus pass for students and funds general scholarships accessible to the campus community. To receive your stamp or for additional information, please contact Student Development, at (949)-582-4616 or [scstudentdevelopment@saddleback.edu](mailto:scstudentdevelopment@saddleback.edu). You can also visit our website at [www.saddleback.edu/life-saddleback/student-development](http://www.saddleback.edu/life-saddleback/student-development).

### Diversity, Inclusion, and Cultural Activities

Saddleback College provides a variety of events and activities for students to participate in to promote cultural awareness, diversity, equity, and inclusion. The Associated Student Government provides funding for programs and also has a standing committee, the International and Diversity Student Council (IDSC), which works with various groups on campus to promote awareness through social and educational programs. From events such as Film Festivals, Persian New Year's, Around the World, and the Gender Conference, students can find a variety of activities to participate. Visit [www.saddleback.edu/life-saddleback/student-development](http://www.saddleback.edu/life-saddleback/student-development) or email [idsc@saddlebackasg.com](mailto:idsc@saddlebackasg.com).

## Organizations and Clubs

Student clubs are a great way to develop personal and professional skills while meeting and connecting with fellow students who share the same passion. Students can participate in dozens of student clubs and organizations ranging in interests from academic to recreational to social. Build resumes, make new friends, develop skills, be active, and get involved.

To learn more about starting or joining a club, visit [www.saddleback.edu/life-saddleback/student-development](http://www.saddleback.edu/life-saddleback/student-development) or email [scstudentdevelopment@saddleback.edu](mailto:scstudentdevelopment@saddleback.edu).

# Administration and Faculty

## District Administrators

### **Barnes, Julianna (2022)**

*Chancellor*

B.A., B.A., University of California, Irvine  
M.A., California State University, Northridge  
Ed.D., Pepperdine University

### **Gabel, Ann-Marie (2018)**

*Vice Chancellor, Business Services*

B.A., California State University, Fullerton  
M.Ed., University of La Verne, California

### **McDonald, Christopher (2022)**

*Vice Chancellor, Educational and Technology Services*

B.S., M.S., California State University, Pomona  
Ed.D., University of Southern California

### **Vyskocil, Cindy (2017)**

*Vice Chancellor, Human Resources*

B.S., B.A., Arizona State University  
M.A., California State University, Fullerton  
Ed.D., University of California, Irvine

## Saddleback College Administrators

### **Alvarado, Christian (2011)**

*Dean, Enrollment Services*

B.S., Azusa Pacific University  
M.P.A., California State University, Northridge

### **Barnak, Gary (2015)**

*Director, Financial Aid*

### **Barrow, Paula (2021)**

*Interim Director of Annual Giving and Development Services*

B.A., Politics, University of California, Santa Cruz  
M.P.A., California State University, Long Beach

### **Becerra, Anthony (2021)**

*Director, Financial Aid*

B.A., M.A., Siena Heights University

### **Betzler, Michael (2015)**

*Police Operations Lieutenant*

### **Brook, Ryan (2007)**

*Manager, Office of the President*

B.A., University of California, Irvine

### **Brown, Thurman (2022)**

*Director of Technology Services and Broadcast Systems*

### **Caffery, John (2020)**

*Regional Director of Employer Engagement*

B.A., B.S., Colorado Christian University  
M.Ed., Auburn University  
Ed.D., Capella University

### **Castellanos, Susana (2023)**

*Director, College Equity, Inclusion, and Access*

B.A., California State University, Fullerton  
M.B.A., National University  
Ed.D., University of Southern California

### **Clauss, Dan (2017)**

*Dean, Kinesiology and Athletics Division*

B.S., Southeast Missouri State University

M.Ed., Western Carolina University

### **d'Arcy, Kim (2008)**

*Dean, Instructional Support and Teaching Innovations Division*

B.A., University of Arizona  
PsyD., Argosy University

### **Dela Cruz, Angelito (2023)**

*Director, School of Health and Wellness*

### **Dominguez, Israel (2015)**

*Director, Economic and Workforce Development Division*

B.S., California Polytechnic State University, San Luis Obispo  
M.B.A., University of La Verne

### **Donelson, Due (2015)**

*Director of Adult Education*

### **Farthing, Scott (2005)**

*Dean, School of Arts, Media, Performance and Design*

B.M., Friends University, Wichita  
M.M., D.M.A., University of Missouri, Kansas City

### **Feigert, James (2017)**

*Registrar*

### **Feldhus, Karima (2008)**

*Executive Dean, Extended Learning Division*

B.A., University of Algiers  
M.A., Ph.D., University of Kansas

### **Franchino, Brett (2022)**

*Athletics Operations Manager*

### **Gaspar, Mario (2022)**

*Night Facilities Operations Supervisor*

### **Guajardo, Zachary (2014)**

*Student Payment and Veterans Services Manager*

B.P.A., M.A., National University

**Guy, Curtis (2018)***Assistant Director, Facilities, Capital Outlay Projects***Hargraves, Christopher (2016)***Director, Student Life***Higa, Patrick (2014)***Chief of Police***Hinkle, Christina (2014)***Executive Dean, School of Humanities and Social Sciences*

B.A., University of California, Los Angeles

M.A., Northeastern University

**Hipp Mirhashemi, Kasie (2022)***Grant Project Manager*

B.A., University of California, Irvine

M.S., California State University, Long Beach

**Irwin, Kari (2017)***Assistant Dean, Career and Technical Education*

B.S., California State Polytechnic University, Pomona

M.A., University of Redlands

**James, Michael (1992)***Assistant Director, Facilities***Jaramillo, John (2015)***Dean, Economic and Workforce Advancement Division*

B.A., College of Notre Dame

M.B.A., University of Phoenix

M.A., University of Redlands

**Kaven, Jessica (2023)***Assistant Dean, School of Humanities and Social Sciences*

B.A., University of Hawai'i

M.A., San Jose State University

Ed.D., California State University, Stanislaus

**Klimowicz, Melissa (1991)***Assistant Director, Technology Services*

B.A., California State University, Fullerton

**LaBounty, Jennifer (2023)***Vice President for Student Services*

B.A., Chapman University

M.A., Pepperdine University

Ed.D., University of Massachusetts Global

**Lawson, Anne (2010)***Assistant Dean, School of Health and Wellness/Director of Nursing*

B.S., California State University, Fullerton

DNP, Western University of Health Sciences

**Loewen, Sherrie (2021)***Dean, School of Health and Wellness*

B.A., San Diego State University

M.A., Northern Arizona University

Ph.D., University of Utah

J.D., Saratoga University School of Law

**MacDonald, Anna (2022)***Director, Outreach and Strategic Partnerships***MacDougall, Jackson (2010)***Operations Manager, School of Arts, Media, Performance & Design*

B.A., University of California, Riverside

M.F.A., University of California, Irvine

**Maynard, Emily (2015)***Director, Outreach and Strategic Partnerships***McCann, Elizabeth (2019)***Executive Director, College Foundation*

B.A., M.P.A., University of Southern California

**McConkey, Jennifer (2015)***Interim Director, Learning Assistance*

B.A., M.A., California State University, Fullerton

**McCord, Krisanna (2018)***Operations Site Supervisor, Child Development Center***McCue, Jennie (2005)***Executive Director, Marketing and Communications***Metz, Roxanne (2013)***Director of Fiscal and Contract Services*

B.A., Arizona State University

M.B.A., Golden Gate University

D.M., University of Maryland University College

**Nitta, Art (2016)***Dean, School of Science, Technology, Engineering and Math*

B.A., University of California, Irvine

M.S., California State Polytechnic University, Pomona

**Perry, Nicola (2019)***Director, Strategic Enrollment Management, Categorical***Predoehl, Daniel (2014)***Assistant Dean, Division/Director, Emeritus Institute*

B.A., George Fox University, Newberg, OR

M.Ed., Azusa Pacific University

**Recinos, Jose (2021)***Senior Director of College Facilities***Rivell, Sean (2020)***Assistant Director, Facilities Rentals and Grounds*

B.S., Rutgers University

**Schenitzki, Lisa (2016)***Psychological Health Services Supervisor*

B.A., State University of New York at Buffalo

M.A., Psy.D., Alliant International University

**Searcy, Aaron (2014)***Assistant Director, Community Education*

B.S., California State University, Sacramento

**Sessler, Arron (2006)***Interim Assistant Director of Facilities - Capital Outlay Projects*



**Skaff, Penelope (2011)***Dean, Counseling Services*

B.A., California State University, Chino

M.A., Phillips Graduate Institute

Ed.D., Brandman University

**Soultanian, Rita (2017)***Director, Career Resource Center*

B.A., M.Ed., Azusa Pacific University

Ed.D., UMass Global

**Stern, Elliot (2019)***President*

B.S., Pre-Medicine and D.O., Michigan State University

J.D., University of Michigan School of Law

**Teng, Anthony (2007)***Dean, School of Business and Industry*

B.S., California State University, Long Beach

M.A., William Howard Taft University, Santa Ana

M.B.A., Touro University International

**Torabi, Shouka (2006)***Director, Research, Planning and Accreditation*

B.A., University of California, Irvine

M.A., California State University, Fullerton

**Vo-Kumamoto, Tram (2018)***Vice President for Instruction*

A.A., City College of San Francisco

B.A., University of California, Berkeley

M.S., California State University, East Bay

**Wathen, Cory (2019)***Vice President for Administrative Services*

B.A., University of California, Davis

M.B.A., California State University, Sacramento

**Wehr, Martine (2017)***Director, Foster & Kinship Care Education Program*

B.A., University of California, Irvine

J.D., Whittier Law School

**Yang, Angela (2016)***Director, International Student Program***Note:** Education history for some administrators (above) was not available at time of publication.

## Faculty

**Abbas, Sam (2016)***Professor, Chemistry*

B.S., University of California, San Diego

M.S., University of Southern California

Ph.D., University of Texas at El Paso

**Alexander, Ariel (2012)***Professor, Music*

B.M., Jazz Studies, Indiana University

M.A., D.M.A., Jazz Studies, University of Southern

California

**Alston II, William (2004)***Professor, Chemistry*

B.S., Prairie View A &amp; M University

Ph.D., University of Arkansas

**Ames, Travis (2022)***Assistant Professor, Economics*

B.A., M.A., California State University, Fullerton

**Aminzadeh, Roya (2018)***Associate Professor, Counseling*

M.Ed., University of Southern California

**Anderson, Ronald (1999)***Professor, Mathematics*

B.A., M.A., University of California, San Diego

Ph.D., University of Montana

**Azary, Maryam (1994)***Professor, Counseling*

B.A., Texas Southern University

M.S., California State University, Los Angeles

Psy.D., Alliant International University, San Diego

**Barlow, Daniel (2017)***Associate Professor, English*

B.A., University of California, Santa Barbara

M.A., San Diego State University

**Barnett, Jeffery (2017)***Associate Professor, Computer Science*

B.S., East Tennessee State University

M.S., University of Tennessee

**Barrett, Samantha (2023)***Assistant Professor, Nursing*

M.S., California State University, Fullerton

M.S., Aspen University

**Barrows, Morgan (2002)***Professor, Environmental Studies*

B.S., University of California, Davis

M.S., California State University, Fullerton

Ph.D., University of California, Irvine

**Beahm, Austin (2019)***Assistant Professor, Geography*

B.A., M.A., California State University, Long Beach

**Bear, Teresa (2011)***Professor, Chemistry*

B.S., M.S., University of California, Irvine



**Beckham, Jack (2012)***Professor, English*

B.A., California State University, Bakersfield  
 M.A., Ph.D., University of California, Riverside

**Bennett, Michael (2008)***Professor, Adapted Kinesiology*

B.A., University of California, San Diego  
 M.S., California State University, Long Beach

**Billingsley, William J. (2005)***Professor, World History*

B.A., University of North Carolina  
 M. A., Ph.D., University of California, Irvine

**Blethen, Mark (2000)***Professor, Kinesiology*

B.A., Cal Poly, San Luis Obispo  
 M.S., University of Delaware

**Blumenthal, Emily (2022)***Assistant Professor, Child Development/Early Childhood Education*

B.A., Temple University  
 Ph.D., University of Maryland

**Bodhanwala, Homi (2021)***Assistant Professor, Computer Science*

B.S., University of California, Irvine  
 M.S., California State University, Fullerton

**Boratynec, Zina (2000)***Professor, Counseling*

B.A., University of California, Irvine  
 M.S., California State University, Long Beach

**Bowles, Christina (2012)***Professor, Nursing*

B.S.N., California State University, Fullerton  
 M.S.N., California State University, Long Beach

**Bowman, Donald (2012)***Professor, Accounting*

B.S., California State University, Long Beach  
 M.B.A., University of California, Irvine

**Braatz, Timothy (1999)***Professor, History*

B.A., California Lutheran University  
 M.A., University of California, Santa Barbara  
 Ph.D., Arizona State University

**Brady-Jenner, Julia A (1989)***Professor, Radio*

B.A., California State University, Fullerton  
 M.A., San Diego State University

**Brei, Todd (2012)***Professor, Physics*

B.A., University of California, Santa Barbara  
 M.A., California State University, San Marcos

**Breslin, Ann Marie (2014)***Professor, Counseling*

B.S., M.A., California Polytechnic State University, San Luis Obispo

**Brooks, Taylor (2021)***Assistant Professor, Automotive Technology*

A.A., Saddleback College

**Browne, Tsekani (2023)***Assistant Professor, History*

B.A., M.A., Ph.D., University of California, Los Angeles

**Budica, Jessica (2017)***Associate Professor, English*

B.A., M.F.A., California State University, Long Beach

**Buma, Amira (2004)***Professor, Psychology*

B.A., M.A., Ph.D., University of California, San Diego

**Call, Linda (2010)***Professor, Nursing*

B.S.N., University of Florida  
 M.S.N., Regis University

**Camelot, Allison (2004)***Professor, Sociology*

M.A., B.A., California State University, Fullerton

**Carrillo, Bryan (2019)***Assistant Professor, Mathematics*

B.A., Bates College  
 M.S., Ph.D., University of California, Riverside

**Casey, Hollis (2015)***Professor, Counseling*

B.A., The College of New Jersey, Ewing  
 M.S., California State University, Fullerton

**Castellanos, Maria (2017)***Associate Professor, Counseling*

B.A., California State University, Fullerton  
 M.Ed., San Diego State University  
 M.S.W., California State University, Long Beach

**Cavazzi, Deidre (2012)***Professor, Dance*

B.A., M.F.A., University of California, Irvine

**Cesareo, Claire (2000)***Professor, Anthropology*

B.A., University of California, Berkeley  
 M.A., Columbia University

**Chang, Sarah (2012)***Professor, Counseling*

B.A., University of California, Irvine  
 M.A., University of San Diego

**Chau, Deborah (2023)***Assistant Professor, Counseling*

B.A., University of California, Los Angeles  
M.A., University of California, Dominguez Hills

**Chau, Grace (2020)**

*Assistant Professor, Nursing*  
A.S. Saddleback College  
B.S.N. Chamberlain College of Nursing  
M.S.N. Azusa Pacific University

**Choi, Sang (2015)**

*Professor, Mathematics*  
B.S., M.Ed., University of British Columbia  
M.S., California State University, Northridge

**Christensen, Sheryl (2015)**

*Professor, Counseling*  
B.A., University of Arizona, Tucson  
M.S., California State University, Fullerton

**Chu, Hencelyn (2017)**

*Associate Professor, Health Science*  
B.S., Andrews University  
Ph.D., Oregon State University

**Condron, Chris (2023)**

*Assistant Professor, Accounting*  
B.A., University of California, Santa Barbara  
M.B.A., San Diego State University

**Crabb, Kerry (2008)**

*Professor, Kinesiology*  
B.A., California State University, Chico  
M.A., Azusa Pacific University

**Craig, Brandee (2004)**

*Professor, Kinesiology*  
B.A., San Francisco State University  
M.A., Azusa Pacific University

**Cubbage, April (2009)**

*Professor, Sociology*  
B.A., University of California, Los Angeles  
M.A., University of California, Riverside

**Czerniawski, Jennifer (2019)**

*Assistant Professor, Psychology*  
B.A., Binghamton University  
M.A., Ph.D., Rutgers University

**Damm, Kathryn (2012)**

*Professor, Psychology*  
B.S./B.A., M.A., Ph.D., University of California, San Diego

**Daniels, Stevie (2012)**

*Professor, English as a Second Language*  
B.S., M.A., California State University, Fresno

**De La Cruz, Yadira (2023)**

*Assistant Professor, Adult Education*  
B.A., University of California, Davis  
M.A., Bard College

**DeDonno, Thomas (2005)**

*Professor, Computer Information Management*  
M.S., B.S., John Carroll University

**DeSaracho, Mariana (1991)**

*Professor, Counseling*  
B.S., M.A., San Diego State University  
Ed.D., University of Southern California

**Dixon, David (2012)**

*Professor, Physics*  
B.S., Truman State University  
Ph.D., University of California, Berkeley

**Duffy, Michelle (2012)**

*Professor, Reading*  
B.A., California State University, Long Beach  
M.S., Ed.D., California State University, Fullerton

**Eldred, Stacy (2021)**

*Assistant Professor, Adult Education*  
B.A., California State University, Fullerton  
M.A., Chapman University

**Elliott, Brandon (2023)**

*Assistant Professor, Music*  
B.A., California State University, Fullerton  
M.M., University of Cincinnati  
Ph.D.Ed., University of Southern California

**Engels, Michael (2012)**

*Professor, Counseling*  
B.A., University of California, San Marcos  
M.A., Webster University

**Evancoe, Eugene J. (1991)**

*Professor, Electronics*  
B.S.E.E., University of Illinois  
M.S.E.E., University of California, Berkeley

**Evans-Wallin, Patricia K. (1990)**

*Professor, Mathematics*  
B.A., M.S., University of Southern California

**Even, Ryan (2011)**

*Professor, Photography*  
B.A., San Diego State University  
M.F.A., University of California, Santa Barbara

**Ewan, Beau (2023)**

*Assistant Professor, English*  
B.A., Flagler College  
M.A., Florida Atlantic University

**Eyman, Casey (2023)**

*Assistant Professor, Counseling*  
B.A., M.A., Angelo State University

**Fanney, Elise (2023)**

*Assistant Professor, Communication Studies*  
B.A., University of California, Davis  
M.A., University of Montana, Missoula

**Faulkner, Jill (2023)***Assistant Professor, Biolog*B.A., Northern Illinois University.  
Ph.D., University of California, Los Angeles**Finn, Janna (2022)***Assistant Professor, Mathematics*B.S., M.A., University of California, Irvine  
M.A., California State University, Fullerton**Fischer, Jeffrey (2022)***Assistant Professor, Kinesiology*B.S., University of Utah  
M.S., Emporia State University**Fisher, Suki (2005)***Professor, English*B.A., University of San Diego  
M.S., M.F.A., Chapman University**Foote, Alan (2018)***Associate Professor, Computer Information Management*M.B.A, University of Baltimore  
Ph.D., Walden University**Fox, Lindsay (1999)***Professor, Fashion*

B.F.A., M.A.T., Rhode Island School of Design

**Francisco, David (2001)***Professor, Counseling*B.A., University of San Diego  
M.A., Westminster Theological Seminary  
M.S., University of La Verne**Franks-Sayed, Donna (2021)***Assistant Professor, Business*A.A., Irvine Valley College  
B.A., California State University, Fullerton  
M.B.A., Brandman University**Fredrickson, Scott (2013)***Professor, Business*B.A., California State University, Fullerton  
M.A., Pepperdine University, Malibu  
Ph.D., University of Northern Colorado**Friedrich, Monica (2012)***Professor, Biology*

B.S., Ph.D., University of California, Irvine

**Gabdrakhmanova, Farida (2018)***Associate Professor, Interior Design*M.I.A., Cal Poly Pomona  
B.S.; M.S., Moscow Institute of Physics and Technology**Garcia, Renee (2005)***Professor, Anthropology*B.A., University of California, Berkeley  
M.A., University of Bordeaux**Gee, Carolyn (2008)***Professor, Psychology*

B.A., M.A., University of California, San Diego

**Ghanbarpour, Christina (2014)***Professor, History*B.A., Columbia University, New York  
M.A., University of Chicago, Chicago  
Ph.D., University of California, Irvine**Gilbert, Annie (2016)***Professor, Adult Education*B.A., Universite du Quebec a Montreal  
M.A., McGill University, Montreal**Glatstein, Jeremy (2022)***Assistant Professor, Art*B.A., Occidental College  
M.A., Syracuse University  
M.A., Ph.D., University of Southern California**Gleed, Patricia (2016)***Professor, Health Science*

B.S.N., West Coast University

**Gliadkovsky, Kirill (2011)***Professor, Music*

M.M., D.M.A., University of Southern California

**Gomez, Jaime (2023)***Assistant Professor, Communication Studies*B.A., California State University, Long Beach  
M.A., George Mason University**Gonsowski, Steven (2023)***Assistant Professor, Graphic Communications*

B.F.A., M.F.A., California State University, Fullerton

**Gonzalez, Frank (2008)***Professor, Mathematics*

B.A., M.A., Western Washington University

**Grayson, Ari (2019)***Assistant Professor, Architecture and Drafting*B.A., Southern University  
M.A., Israel Institute of Technology  
M.A., Arizona State University  
M.A., Ph.D., The University of Michigan**Grihalva, Lawrence (2011)***Professor, Health Science*B.A., University of California, Los Angeles  
J.D., Boston College**Gross, Cindy (2014)***Professor, Nursing*B.S.N., City University of New York  
M.S.N., University of California, Los Angeles  
D.N., Gonzaga University**Ground, Andy (2009)***Professor, Kinesiology*

B.A., University of Hawaii at Hilo  
M.Ed., Azusa Pacific University

**Gustafson, Michelle (2015)**

*Professor, Counseling*

B.A., University of California, Santa Cruz  
M.S.W., Columbia University, New York

**Guy, Georgina (2008)**

*Professor, Counseling*

B.A., M.A., California State University, Dominguez Hills  
M.S., California State University, Fullerton  
M.A., PsyD., Alliant University

**Haeri, Mitchell B. (1996)**

*Professor, Physical Sciences*

B.S., University of California, Irvine  
M.S., Ph.D., University of California, Los Angeles

**Haight, Laura (2016)**

*Professor, Art*

B.A., Orange Coast College  
B.F.A., California State University, Fullerton  
M.F.A., Temple University, Philadelphia

**Haley, Edgar (2013)**

*Professor, Mathematics*

B.A., University of California, San Diego  
M.S., University of California, Riverside

**Hardick, Randolph (2004)**

*Professor, Health Sciences*

B.A., University of Sioux Falls

**Hayter, Catherine (2014)**

*Professor, English*

B.A., University of California, Los Angeles  
M.A., University of California, San Diego  
M.F.A., Bennington College, Vermont  
Ph.D., University of California, San Diego

**Hedgecock, Jennifer (2008)**

*Professor, English*

A.A., Orange Coast College  
B.A., M.A., California State University, Sacramento  
Ph.D., Michigan State University

**Heneghan, Amy (2022)**

*Assistant Professor, Consumer and Family Resources*

B.A., University of California, Berkeley

**Hernandez-Bravo, Carmenmara (1990)**

*Professor, International Languages*

B.A., M.S., University of California, Irvine

**Hijaz, Anwar (2020)**

*Assistant Professor, Political Science*

B.S., M.S., Ph.D., University of California, Riverside

**Hodaly, Heba (2023)**

*Assistant Professor, Political Science*

B.A., M.A., Ph.D., University of California, Riverside

**Hoida-Mulholland, Bridget (2016)**

*Professor, English*

B.A., University of California, Berkeley  
M.A., San Francisco State University  
M.A., Ph.D., University of Southern California

**Hoggatt, Michael (2009)**

*Professor, Counseling*

B.A., Point Loma Nazareth College  
M.P.A., National University  
M.S., California State University, Long Beach

**Hole, Jason (2014)**

*Professor, Mathematics*

B.S., Santa Clara University, Santa Clara  
M.S., California State University, Los Angeles  
Ph.D., University of California, Davis

**Hoolihan, Lori (2016)**

*Professor, Consumer and Family Resources*

B.S., Ph.D., University of California, Berkeley

**Howlett, Scott (1999)**

*Professor, History*

B.A., B.S., M.A., California State Fullerton  
M.A., Ph.D., University of California, Irvine

**Huggins, Barbara (2009)**

*Professor, Nursing*

B.S., State University of New York, Binghamton  
M.N., Louisiana State University

**Hung, Jordan (2023)**

*Assistant Professor, Nursing*

PMH Practitioner, California State University, Dominguez Hills  
M.S., California State University, Dominguez Hills

**Hunt, Matthew (2000)**

*Professor, English*

B.A., California State University, Fresno  
M.A., Ph.D., University of Southern California

**Huntley, Anthony C. (1991)**

*Professor, Biology*

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- Bremer, Fred H. (1967-1987)**  
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*Professor Emeritus, Social and Behavioral Sciences*
- Cox, Barbara (2008-2022)**  
*Professor Emeritus, Economic & Workforce Development and Business Science*
- Crapo, Stephen (1999-2021)**  
*Professor Emeritus, Kinesiology and Athletics*
- Crary, Diane (1998-2010)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Crary, Paul D. (1986-2010)**  
*Professor Emeritus, Fine Arts*



- Croisette, Arthur F. (1969-1987)**  
*Professor Emeritus, Business Science*
- Darr, Flip (1973-1999)**  
*Professor Emeritus, PE And Athletics*
- De Agüero, Walter G. (1984-2011)**  
*Professor Emeritus, Business Science*
- Dellota, Lois M. (1975-1998)**  
*Professor Emeritus, Student Health Services*
- Denney, George T. (1969-1999)**  
*Professor Emeritus, Liberal Arts*
- DiLeo, David L. (1993-2014)**  
*Professor Emeritus, Social and Behavioral Science*
- Doty, Robert W. (1969-1984)**  
*Professor Emeritus, Business Science*
- Duquette, Janice L. (1977-2018)**  
*Professor Emeritus, Kinesiology and Athletics*
- Edwards, Diane J. (1978-2004)**  
*Professor Emeritus, Emeritus Institute*
- Elkins, Claire B. (1977-2009)**  
*Professor Emeritus, Kinesiology and Athletics*
- Eschbach, Delphine M. (1972-1988)**  
*Professor Emeritus, Health Sciences and Human Services*
- Espinosa, Peter J. (1980-2011)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Evans, E. Lloyd (1985-1999)**  
*Professor Emeritus, Social and Behavioral Sciences*
- Evans, Nancy (1989-2016)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Evans, Thomas D. (1981-2004)**  
*Professor Emeritus, Advanced Technology and Applied Science*
- Farnsworth, Robert (2008-2022)**  
*Professor Emeritus, Advanced Technology and Applied Science*
- Fier, Scott R. (1993-2022)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Fennell, Patrick J. (1979-2011)**  
*Professor Emeritus, Fine Arts and Media Technology*
- Ferguson, Robert W. (1970-2011)**  
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*Professor Emeritus, Business Science*
- Flood, John J. (1968-1988)**  
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*Professor Emeritus, Health Sciences and Human Services*
- Fowler, Carol N. (1971-1993)**  
*Professor Emeritus, Advanced Technology and Applied Science*
- Friede, Petrina H. (1979-2011)**  
*Professor Emeritus, Business Science*
- Friedemann, Harold (1970-1992)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Fritsen, Jan (1988-2000)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Froehlich, Robert A. (1977-2006)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Gaines, Tom J. (1969-1993)**  
*Professor Emeritus, Fine Arts*
- Garant, Dorothy (1990-2017)**  
*Professor Emeritus, Kinesiology and Athletics*
- Garcia, Anthony M. (1977-2004)**  
*Professor Emeritus, Liberal Arts and Learning Resources*
- Gershman, Barbara A. (1975-2004)**  
*Professor Emeritus, Advanced Technology and Applied Science*
- Giguere, Virginia L. (1980-2011)**  
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- Gillay, Carolyn Z. (1984-2011)**  
*Professor Emeritus, Business Science*
- Gilman, Bruce (2008-2019)**  
*Professor, Liberal Arts*
- Gleason, Linda (2004-2017)**  
*Professor Emeritus, Health Sciences and Human Services*
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- Goodman, Richard (1990-2010)**  
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- Gordon, Wendy R. (1986-2017)**  
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- Guizar, Mercedes (1999-2004)**  
*Associate Professor Emeritus, Liberal Arts and Learning Resources*
- Haas, Sharon (1998-2022)**  
*Professor Emeritus, Kinesiology and Athletics*
- Hada, Dennis S. (1986-2010)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Hagerty, Elizabeth Ann (1973-2000)**  
*Professor Emeritus, Learning Resources*
- Haggerty, A. Lee (1981-2019)**  
*Professor Emeritus, Social and Behavioral Sciences*
- Handa, Stephen G. (1988-2017)**  
*Professor Emeritus, Counseling Services*
- Harrison, Charles R. (1976-2008)**  
*Instructor Emeritus, Advanced Technology and Applied Science*
- Hartman, B. George (1968-1999)**  
*Professor Emeritus, Kinesiology and Athletics*
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- Hayes, Annette (1975-1989)**  
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- Henry, V. Robert (1990-2017)**  
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- Herron, Alinde (2005-2020)**  
*Professor Emeritus, Advanced Technology and Applied Science*
- Hill III, Merton E. (2005-2014)**  
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*Professor Emeritus, Liberal Arts*
- Hodge, Kathleen O’C. (1975-2004)**  
*Vice Chancellor Emeritus, Educational Services*
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*Professor Emeritus, Counseling Services and Special Programs*
- Hopkins, Loma J. (1984-2016)**  
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- Horlings, Jane E. (1990-2018)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Horvath, Wayne J. (1968-1999)**  
*Professor Emeritus, Fine Arts, Kinesiology and Athletics*
- Huang, S. Margaret (1976-2012)**  
*Professor Emeritus, Health Sciences and Human Services*
- Iacino-Tan, Dorina (1991-2009)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Jacobs, Paula L. (1981-2017)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Jacobsen, Robert E. (1971-2001)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Jay, William O. (1974-1999)**  
*Professor Emeritus, Math Science and Engineering*
- Johns, A. Herbert (1975-1994)**  
*Professor Emeritus, Business Science*
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*Professor Emeritus, Advanced Technology and Applied Science*
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*Professor Emeritus, Fine Arts and Media Technology*
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*Vice Chancellor Emeritus, Administrative Services*
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*Professor Emeritus, Mathematics, Science and Engineering*
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- Kirsch, Alfred F. (1979-2002)**  
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- Kish, Andrew W. (1968-1995)**  
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- Kopfstein, Robert W. (1980-2004)**  
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- Kosmides, Martha Sue (1990-2002)**  
*Professor Emeritus, Liberal Arts and Learning Resources*
- Kucharski, Phillis (2001-2020)**  
*Professor, Health Sciences and Human Services*
- Kurlak, George M. (1969-1997)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Lane, James A. (1974-1998)**  
*Professor Emeritus, Fine Arts*
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*Professor Emeritus, Liberal Arts*
- Lagatta, Jill R. (2005-2011)**  
*Associate Professor Emeritus, Liberal Arts and Learning Resources*
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*Professor Emeritus, Liberal Arts*
- Leighton, Ronald S. (1977-2010)**  
*Professor Emeritus, Fine Arts*
- LeSourd, Peter (1989-2000)**  
*Professor Emeritus, Business Science*
- Levin, Patricia (1987-2021)**  
*Professor, Fine Arts and Media Technology*
- Lindblad, James G. (1969-1996)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Littell, R. Phil (1969-1999)**  
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- Llorente, Alex J. (1984-2022)**  
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- MacMillan, Sharon (1977-2020)**  
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*Professor Emeritus, Liberal Arts and Learning Resources*
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*President Emeritus*
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*Professor, Health Sciences and Human Services*
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*Assistant Dean Emeritus, Continuing Education and Community Service*
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*Professor Emeritus, Mathematics, Science and Engineering*
- Meyn, Virginia M. (1986-1998)**  
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- Minch, John A. (1972-1994)**  
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- Miraglia, Terence J. (1969-2007)**  
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- Mitchell, Melvin E. (1968-1992)**  
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*Professor Emeritus, Librarian*
- Moore, Larry (1999-2017)**  
*Assistant Professor Emeritus, Economic & Workforce Development and Business Science*
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*Professor Emeritus, Fine Arts*
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*Professor Emeritus, Health Sciences and Human Services*
- Nawa-Raridon, Susan E. (1985-2011)**  
*Professor Emeritus, Health Sciences and Human Services*
- Nelson, Calvin L. (1969-2004)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Nelson, Candy (2011-2020)**  
*Professor, Health Sciences and Human Services*
- Newell, Linda M. (1991-2011)**  
*Professor Emeritus, Business Science*
- Newman, Terry W. (1977-2011)**  
*Professor Emeritus, Fine Arts and Media Technology*
- Nicolson, Sheryl A. (1980-2005)**  
*Professor Emeritus, Social and Behavioral Sciences*
- Norris, James (1969-1985)**  
*Professor Emeritus, Business Science*
- Patton, Ken (2003-2011)**  
*Professor Emeritus, Business Science*
- O'Connor, Kevin (1999-2022)**  
*Dean Emeritus, Liberal Arts*
- Otta, William E. (1968-2002)**  
*Professor Emeritus, Social and Behavioral Sciences*
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*Professor Emeritus, Mathematics, Science and Engineering*
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- Petricig, Michael B. (1988-2014)**  
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*Dean Emeritus, Mathematics, Science and Engineering*
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*Chancellor Emeritus*
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*Professor Emeritus, Emeritus Institute*



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*Professor Emeritus, Liberal Arts*
- Ryan, Patricia K. (1972-1994)**  
*Professor Emeritus, Health Sciences and Human Services*
- Scarola, Vito L. (2000-2017)**  
*Professor Emeritus, Fine Arts and Media Technology*
- Schmidt, Herman A. (1978-1990)**  
*Dean Emeritus, Admissions and Records/Outreach*
- Sciarrotta, Frank O. (1968-1991)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Shaver, Karen E. (1988-1998)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Sherrer, Betty J. (1969-1998)**  
*Professor Emeritus, Kinesiology and Athletics*
- Siegel, Linda I. (1986-2008)**  
*Professor Emeritus, Social and Behavioral Sciences*
- Smith, D. Jeanne (1977-2020)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Smith, Kathleen F. (1990-2011)**  
*Professor Emeritus, Liberal Arts and Learning Resources*
- Smith, Maureen F. (1981-2002)**  
*Professor Emeritus, Business Science*
- Smolen, Stephen A. (1990-2005)**  
*Professor Emeritus, Liberal Arts and Learning Resources*
- Sneed, Richard (1986-1993)**  
*Chancellor Emeritus*
- Spidell, Dorothy K. (1968-1983)**  
*Professor Emeritus, Library and Media Services*
- Stakan, Gary (1990-2006)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Stavro, Beverly J. (1986-1989)**  
*Associate Professor Emeritus, Health Sciences and Human Services*
- Stevens, Kay L. (1990-2005)**  
*Professor Emeritus, Health Sciences and Human Services*
- Stevens, Roy C. (1968-1999)**  
*Professor Emeritus, Kinesiology and Athletics*
- Stuetz, Richard E. (1969-1999)**  
*Professor Emeritus, Kinesiology and Athletics*
- Sullivan, Patricia L. (1981-2016)**  
*Professor Emeritus, Economic & Workforce Development and Business Science*
- Summers, William L. (1985-2011)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Surface, Milton B. (1968-1986)**  
*Professor Emeritus, Social Sciences*
- Swartzbaugh, Jack A. (1968-1999)**  
*Professor Emeritus, Counseling Services and Special Programs*
- Swearingen, Kenneth D. (1976-1999)**  
*Professor Emeritus, Kinesiology and Athletics*
- Sworder, Steven C. (1977-2013)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Tamialis, Barbara (2006-2021)**  
*Professor, Social and Behavioral Sciences*
- Tarui, Kazumitsu (1980-2011)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Tash, Steven J. (1979-2004)**  
*Professor Emeritus, Liberal Arts and Learning Resources*
- Taylor, Don (2000-2013)**  
*Dean Emeritus, Advanced Technology and Applied Science*
- Thomas, Arlene E. (1988-2017)**  
*Professor Emeritus, Advanced Technology and Applied Science*
- Thorpe, James F. (1968-1995)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Titus, David B. (1990-2010)**  
*Professor Emeritus, Advanced Technology and Applied Science*
- Turner, Pamela (2000-2022)**  
*Professor Emeritus, Emeritus Institute*
- Valencic, Joseph J. (1979-2004)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Van Elzaker, Lucille (1973-1981)**  
*Professor Emeritus, Health Science and Gerontology*
- Venable, Samantha J. (1988-2016)**  
*Professor Emeritus, Health Sciences and Human Services*
- Ventura, Janet (1999-2021)**  
*Professor, Counseling Services*
- Victor, Richard E. (1990-2004)**  
*Professor Emeritus, Liberal Arts and Learning Resources*
- Vincenzi, Jean M. (1968-1990)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Waian, Lee B. (1979-2002)**  
*Professor Emeritus, Technology and Applied Science*
- Walker, Don A. (1970-1992)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Walker, H. Lee (1971-2004)**  
*Professor Emeritus, Liberal Arts and Learning Resources*
- Watkins, Peggy (1989-2007)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Watkins, Ray E. (1977-2007)**  
*Professor Emeritus, Mathematics, Science and Engineering*
- Weisgerber, William H. (1973-2009)**  
*Professor Emeritus, Business Science*

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**Wells, Lynn K. (1975-2004)**

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**White, Richard (1998-2015)**

*Professor Emeritus, Fine Arts and Media Technology*

**Whitt, Terri (1976-2010)**

*Professor Emeritus, Health Sciences and Human Services*

**Williams, William M. (1968-1993)**

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**Wilson, Richard C. (1978-2003)**

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**Zevnik, Barbara (1981-1989)**

*Professor Emeritus, Health Sciences and Human Services*

**Ziehm, Carol (1999-2018)**

*Professor Emeritus, Health Sciences and Human Services*

**Zimbalist, Donald R. (1975-1997)**

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## Associate Faculty

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