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# HOME

A Public Community College in California

A College of the San Bernardino Community College District

701 South Mount Vernon Avenue  
San Bernardino, California 92410

(909) 384-4400 • [www.valleycollege.edu](http://www.valleycollege.edu) (<http://www.valleycollege.edu>)

**Educational Mission:** *San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.*

**SBVC is an equal opportunity institution. Courses and programs are provided for all residents regardless of race, color, religion, sexual orientation or physical disabilities. This publication is available in alternate formats (Braille, large print, e-text) for qualified persons with disabilities. For information call (909) 384-4443 or visit our website (<https://www.valleycollege.edu/student-services/specialized-counseling-services/disability-services/>).**

**Accuracy Statement:** *The San Bernardino Community College District has made every effort to publish an accurate college catalog, but may without notice, change general information, courses, or programs offered. The reasons for change may include student enrollment, level of funding, or other issues decided by the district or college. The district and college also reserve the right to add to, change, or cancel any rules, regulations, policies and procedures as provided by law. Please visit the San Bernardino Valley College website for the most up-to-date and accurate information.*

## Board of Trustees

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## District Administration

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|--------------------------|---|
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| Kristina Hannon, M.A.    | Vice Chancellor - Human Resources and Police Services       |

Angel Rodriguez, B.A.

Senior District Director - Marketing, Public Relations, and Governmental Affairs

## San Bernardino Valley College Administration

| Name                             | Title  |
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| Tenille Norris, M.S., M.B.A.     | Interim Vice President - Administrative Services                                 |
| Olivia Rosas, Ed.D.              | Interim Vice President - Student Services  |
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| Raymond Carlos, Ed.D.            | Director - Student Life  |
| Marco Cota, M.A.                 | Dean - Counseling and Matriculation  |
| April Dale-Carter, M.B.A.        | Director - Admissions and Records  |
| Paul Dennis, M.A.                | Director - Police Academy  |
| Emma Diaz, Ed.D.                 | Director - Adult Education Block Grant (Inland Adult Education Consortium)       |
| Ron Hastings, M.L.S.             | Director - Library and Learning Support Services                                 |
| Leticia Hector, M.A.             | Dean - Arts and Humanities   |
| Joanne Hinojosa, M.S.W.          | Director - EOPS/CARE   |
| Robert Jenkins, M.P.A.           | Director - Facilities, Maintenance and Operations                                |
| Wallace Johnson, Ed.D.           | Dean - Social Sciences, Human Development and Physical Education                 |
| Sandy Karge, M.S.                | Interim Director - Child Development Center                                      |
| Michael Layne, M.A.              | Director - Foundation  |
| Stephanie Lewis, Ph.D.           | Dean - Mathematics, Business and Computer Information Technology                 |
| Joanna Oxendine, Ed.D.           | Dean - Research, Planning, and Institutional Effectiveness with Grants Oversight |
| Patty Quach, Ed.D.               | Dean - Academic Success and Learning Services                                    |
| Maria Del Carmen Rodriguez, M.A. | Dean - Student Equity and Success  |
| David Rubio, M.A.                | Director - Athletics   |
| Aldo Sifuentes, M.A.             | Interim Director - Campus Technology Services                                    |
| Yolanda Simental, M.S.N.         | Associate Dean - Health Sciences and Nursing Director                            |
| John Stanskas, Ph.D.             | Dean - Science   |
| Vanessa Thomas, M.A.             | Dean - Applied Technology, Transportation and Culinary Arts                      |
| Samuel Trejo, M.B.A.             | Director - Financial Aid   |
| Sharaf Williams, M.Ed.           | Director - First Year Experience   |

# COLLEGE GENERAL

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## The College

San Bernardino Valley College is a comprehensive community college that serves the residents of the Inland Empire. The college is one of 115 locally governed California Community Colleges, and as such, is regulated by the California Education Code and is subject to the directions of the California Legislature and the California Community College Board of Governors. The college is responsible to its local constituency through an elected Board of Trustees, which is the primary policy-making body for the college. Students of the college are drawn, for the most part, from the local community. In addition, specific programs at the college attract students from throughout the state and world. Students range in age from under 18 to over 80 years, and reflect the ethnic and cultural diversity of the region.

## History

San Bernardino Valley College was established in 1926, and originally served only the San Bernardino and Colton Unified School Districts. The population served has now expanded to include communities throughout the Inland Empire. Over the years, the original four-building campus has grown to one of 43 buildings grouped around a central, park-like open space, giving easy access to the numerous special purpose classrooms, lecture halls, laboratories, studios, shops and practice rooms. A faculty of 16 has grown to a teaching staff of more than 180 full-time and 480 adjunct faculty, and student body of 140 has grown to over 17,000. San Bernardino Valley College is proud of its long tradition of service to our community, and the faculty and staff is gratified to know they have played an important part in improving the lives of so many.

## Mission Statement

San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.

## Vision Statement

The vision statement represents the collective sense of the direction the faculty, staff and administration would like to see the college move over the next decade. The district's Board of Trustees adopted the vision statement on June 13, 2002. The vision statement was reaffirmed by the college in October 2012:

San Bernardino Valley College will become the college of choice for students in the Inland Empire, and will be regarded as the "alma mater" of successful, lifelong learners. We will build our reputation on the quality of our programs and services and on the safety, comfort, and beauty of our campus. We will hold both our students and ourselves to high standards of achievement, and will expect all members of the college community to function as informed, responsible, and active members of society.

## Educational Philosophy

The college *Values* describe the philosophy and values of San Bernardino Valley College's faculty, staff, and administration:

We believe that:

- A well-educated populace is essential to the general welfare of the community.
- A quality education empowers the student to think critically, to communicate clearly, and to grow personally and professionally.
- An enriched learning environment promotes creativity, self-expression, and the development of critical thinking skills.
- Our strength as an institution is enhanced by the cultural diversity of our student population and staff.
- We must provide students with access to the resources, services, and technological tools that will enable them to achieve their educational goals.
- We can measure our success by the degree to which our students become self-sufficient learners and contributing members of society.
- Plans and decisions must be data driven, and based on informed consideration of what will best serve students and the community.
- We must model our commitment to lifelong learning by maintaining currency in our professions and subject disciplines.
- As part of the collegial process, all levels of the college organization must openly engage in sharing ideas and suggestions to develop innovative ways to improve our programs and services.
- Interactions between all members of the college community must be marked by professionalism, intellectual openness, and mutual respect.
- We must hold ourselves and our students to the highest ethical and intellectual standards.
- We must maintain a current, meaningful and challenging curriculum.
- Students succeed best when following an education plan and enrolled in classes that meet their interests and goals and match their level of academic preparedness.
- All members of our campus community are entitled to learn and work in an environment that is free from physical, verbal, sexual, and/or emotional threat or harassment.
- Institutional effectiveness must be verified annually by using empirical data as demonstrated through each standing committee in the collegial consultation process.
- Students learn best on a campus that is student-centered and aesthetically pleasing.
- We must be responsible stewards of campus resources.

## Strategic Initiatives

San Bernardino Valley College's Institutional Guiding Principle: *We are committed to quality and excellence in all of our efforts.*

**Our Strategic Initiatives are as follows:**

- Increase Access
- Promote Student Success
- Improve Communication, Culture, and Climate
- Maintain Leadership and Promote Professional Development
- Effective Evaluation and Accountability
- Provide Exceptional Facilities

## Accreditation

San Bernardino Valley College is fully accredited by the following agencies:

### Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges

331 J Street, Suite 200  
Sacramento, CA 95814  
(415) 506-0234

### Aeronautics

#### Federal Aviation Administration (FAA) FAR Part 147

U.S. Department of Transportation - Federal Aviation Administration  
800 Independence Avenue, SW  
Washington, DC 20591  
(866) 835-5322

### General Electrician

#### California State Department of Industrial Relations - Electrical Programs

Department of Industrial Relations  
Division of Labor Standards Enforcement - Electrician Certification Unit  
P.O. Box 920603  
San Francisco, CA 94142-0603  
(510) 286-3900

### Human Services

#### California Association for Drug/Alcohol Educators (CAADE)

5230 Clark Avenue  
Lakewood, CA 90712  
(707) 722-2331

### Nursing

#### Accreditation Commission for Education in Nursing (ACEN)

3343 Peachtree Road NE, Suite 850  
Atlanta, GA 30326  
(404) 975-5000

#### California Board of Registered Nursing

P.O. Box 944210  
Sacramento, CA 95814  
(916) 322-3350

### Pharmacy Technology

#### American Society of Health System Pharmacists (ASHP)

4500 East-West Highway, Suite 900  
Bethesda, MD 20814  
(866) 279-0681

### Police Academy

#### California Commission on Peace Officers Standards and Training

860 Stillwater Road, Suite 100  
West Sacramento, CA 95605  
(916) 227-3909

### Psychiatric Technology

#### Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

2535 Capitol Oaks Drive, Suite 205  
Sacramento, CA 95833  
(916) 263-7800

## Campus Safety

### To Report A Life-Threatening Emergency, Call 911

## Campus Safety Mission Statement

The San Bernardino Community College District Police, in concert with the Board of Trustees, is committed to providing a safe and secure learning and working environment for all students and employees. This will be accomplished through a cooperative and coordinated effort involving all departments and the San Bernardino Community College District employees, law enforcement agencies and community.

It is a policy of the Board of Trustees for the San Bernardino Community College District to protect members of the entire college community and the property of the District. In accordance with this policy, the District maintains a Police Department 24 hours a day, 7 days a week. The officers are sworn and duly Commissioned Police Officers of the State of California as defined in section 830.32 of the Penal Code and 72330 of the California Education Code and authority extends to anywhere within the state.

## For Non-Emergencies

Contact the San Bernardino Community College District Police Department (SBCCD PD) at (909) 384-4491. Our business office is located in the Campus Center Building, Room 100. Call this number to locate and/or turn in lost articles or to relay concerns for personal safety along with parking rules and regulations. The main office at the SBCCD PD is open for business Monday – Friday from 8:00 am – 4:30 pm (except for holidays and SBCCD academic breaks). The SBCCD PD contracts with California State University, San Bernardino (CSUSB) PD to provide 24-hour dispatch services for each of the two campuses, as well as the SBCCD District Support Operations. CSUSB dispatchers are POST-certified professionals who answer calls for each of the campuses' direct phone lines, 9-1-1, and the emergency blue phones located on SBVC campus.

In 1990, the U.S. Congress enacted the "Crime Awareness and Campus Security Act of 1990," which requires colleges and universities to disclose information about crime on and around their campuses. This law was renamed in 1992 to the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act". The San Bernardino Community College District provides this information in the Annual Security Report that is available to all campus community members and the public. This report provides statistical, policy, and procedural information required by the Clery Act. The full text of this report can be accessed from our website at: <https://sbccd.edu/district-services/police-department/>

In addition to being available at various offices on campus or at the police office in Campus Center room 100. For prevention and survival tips on active shooter situations, sexual assault, personal safety, and thefts, go to <https://sbccd.edu/district-services/police-department/>. View past presentations, schedule a presentation for your class or department meeting, access local and state websites for additional resources, and print/download numerous safety resources. Students may also view the Campus Information and Safety Awareness Orientation presentation by going to: <https://sbccd.edu/district-services/police-department/>

## Referral Resources on Campus

**Counseling:** (909) 384-4404

**Office of Student Life:** (909) 384-4474

**Student Health Services:** (909) 384-4495



## Institutional Learning Outcomes

The five (5) Institutional Learning Outcomes listed below describe the skills and abilities the student should be able to demonstrate after completing the requirements for an Associate Degree at San Bernardino Valley College. These Institutional Learning Outcomes are embedded in our established pattern of general education courses, in our more advanced major-preparation courses, and in the student service learning experiences we provide over the span of a student's enrollment at the college. In addition, assignments that lead to the acquisition of these core skill sets are embedded in the coursework required for vocational certificates. The Institutional Learning Outcomes are:

1. **Communication Skills:** Comprehend content and communicate in written, spoken, signed, or artistic formats.
2. **Quantitative Reasoning Skills:** Apply mathematical or analytical skills to identify and solve problems and synthesize and evaluate ideas.
3. **Critical Thinking Skills and Information Literacy:** Critically evaluate qualitative and quantitative hypotheses, sources, and conclusions.
4. **Personal, Academic, and Career Responsibilities:** Develop goals for personal, academic, and career environments.
5. **Social and Global Awareness:** Recognize the impact of one's actions on the environment and one's role in society with respect to diversity, equity, inclusion, and anti-racism.

For additional information on SBVC's Institutional Learning Outcomes, please visit the website (<https://www.valleycollege.edu/about-sbvc/campus-committees/outcomes/ilo/>).

## San Bernardino Valley College Foundation

In 1973, the San Bernardino Valley College Foundation (SBVC Foundation) was founded on the belief that college strengthens the individual and the community. The SBVC Foundation is an independent, nonprofit, 509(a)(3) organization whose purpose is to raise and administer funds for the benefit of San Bernardino Valley College.

As students earn degrees and certificates, together the San Bernardino Valley College Foundation and San Bernardino Valley College foster economic growth and improve quality of life in the Inland Empire and beyond.

### Mission

The San Bernardino Valley College Foundation's mission is to serve as a fundraising organization that is committed both to the stewardship, sound management and effective utilization of the Foundation's financial assets and to supporting San Bernardino Valley College's ongoing commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners.

### Board of Directors

Mr. Dexter Thomas – Foundation President  
 Mr. Justin R. Martinez – Foundation Vice President  
 Dr. Scott W. Thayer – Foundation Secretary  
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 Mr. Michael Sola  
 Honorable Lawrence Stirling  
 Mr. Dexter Thomas  
 Dr. Anne L. Viricel

## **Use of Image, Likeness or Voice Captured at Public Events**

The various sites of the San Bernardino Community College District (including San Bernardino Valley College) often host events that are open to the public such as, but not limited to, graduation, athletic competitions, job fairs, speakers, and various activities held on campus or district property. Those events are considered news events. Such an event may be photographed, videotaped or webcast for purposes of archiving the event, educational use, or publicity. Students, staff, faculty and the public who attend those events may have their image or voice captured on video, webcast or photograph(s). Due to the nature of these events, the San Bernardino Community College District, and its various sites, has no means by which to prevent such photographs, videotaping or webcastings from including a specific attendee's image or voice. By attending the event, such person is granting the site and the SBCCD the right to use any such still or motion images or voice recordings in future publicity or publications, including web postings as needed and without compensation. No release shall be required by the SBCCD or its sites to utilize in an appropriate manner any images captured during a public event, even if the subject is a minor.

For additional information, please contact the Director of Marketing and Public Relations at (909) 384-8978 or by email at [pbratulin@valleycollege.edu](mailto:pbratulin@valleycollege.edu) ([pbratulin@sbccd.edu](mailto:pbratulin@sbccd.edu)).

# ACADEMIC STANDARDS AND POLICIES

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- Classification of Student Load (p. 11)
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## Attendance

All students are expected to attend classes regularly. Each instructor will inform students at the beginning of each term exactly what is to be expected regarding attendance in class, and the instructor's decision is final. In the event an absence is unavoidable, students are responsible for notifying instructors.

A student's failure to attend class meeting(s) during the first week of a term may result in the student being dropped from the class. After the first week of classes during any term, an instructor may drop a student from any class in which the student has:

- Violated the instructor's stated attendance requirements
- Accrued more than two absences per unit, or
- Attended so irregularly that the instructor feels it is unwise for the student to continue.

Instructors may not drop students after the 11th week of instruction (for full semester classes) or after 60 percent of instruction (for short-term classes).

## Class Attendance

Students who are not in attendance at the first class meeting are considered "no-shows." Instructors may choose to drop no-shows in order to give their seats to non-registered students seeking entrance to the course. In this case, students are still responsible for the student fees.

## Withdrawal from Classes

If a student stops attending class, it is their responsibility to officially drop the class. A student who wishes to drop one or more classes but continue enrollment in other classes should drop the course online prior to the end of the second week (or 20% of a term, whichever is sooner). No entry will be made on the student's record for dropping a class prior to the 20% deadline. A student who withdraws or is dropped from a course before 60% of the class has been completed will not receive a letter grade. Instead, a W (Withdrawal) will be recorded on the student's transcript. This symbol carries no evaluation of the student's work, but is a clerical notation that the student was enrolled in the course and withdrew or dropped without grade or unit credit. W's are used in probation and dismissal procedures

as well as in determining satisfactory academic progress for financial aid. Students will receive a letter grade if they continue any course after 60 percent of a class has been completed. Student may receive no more than three (3) "W" grades for any one course (Title 5, section 55024). A student activated for military service may receive a military withdrawal (MW) at any time during the semester. Military withdrawals will not factor into progress probation and disqualification. Students who are members of the military (active or reserve) or National Guard should present their military orders to Admissions and Records in order to have the MW assigned.

## Classification of Student Load

Students are defined as full-time when enrolled in 12 or more units in either the Fall or Spring semesters. A part-time student is one who is enrolled in fewer than 12 units in either the Fall or Spring semesters. During the summer session, a full-time student is enrolled in 6 or more units and a part-time student is enrolled in fewer than 6 units. (Please note that for financial aid purposes, 12 units is considered full-time during the summer session, as well). An overload of units requires a counselor's signature for registration. Overloads are considered to be anything over 18 units for the Fall or Spring semesters and anything over 8 units for the Summer term.

## Credit Hours (Units)

One credit is awarded for each 16-18 lecture hours of instruction, or for 48-54 laboratory hours, or for appropriate combinations of lecture and laboratory hours. For each one hour of lecture, students are expected to fulfill at least two hours of work outside of class in reading, preparing assignments or other activities related to the course.

Class hours are defined as 50 minutes. Classes scheduled for more than an hour follow formulas to stay close to this definition. For example, a class schedule from 6:00 to 7:30 p.m. (90 minutes) actually meets for 80 minutes, allowing for a 10-minute passing period. Longer class meeting patterns have required breaks. San Bernardino Valley College follows these time patterns.

## Alternative Sources of Credit

- Credit by Examination (p. 12)
- Credit for Advanced Placement (AP) Examinations (p. 12)
- Credit for Courses From Other College and Universities (p. 13)
- Credit for DSST/DANTES (Defense Activity for Non-Traditional Education Support) (p. 14)
- Credit for Military Service (p. 14)
- Credit for the College Level Examination (CLEP) Program (p. 15)
- Credit for the International Baccalaureate (IB) (p. 16)
- Transfer of Credit (p. 14)

## Credit by Examination

Students who feel that their knowledge of a subject is equivalent to the content of a course offered by the college may apply for credit-by-examination. To do so, the following conditions must exist:

- The student must submit evidence of extensive background and/or experience in the subject to the instructor of the course;
- The student must have completed twelve (12) or more units at San Bernardino Valley College or be a permanent employee of the San Bernardino Community College District;
- The student must be enrolled in the college during the semester in which he/she takes the examination;
- In accordance with Board Policy 4235, credit-by-examination for Modern Language courses may be granted only to students who take the next higher language course while attending San Bernardino Valley College, and only with the approval of the Modern Languages Faculty Chair.

An application for Credit-By-Examination is available in the Admissions and Records Office (AD/SS 100). In addition to paying an enrollment fee based on the number of units in the course that is being challenged, there is an additional \$20 processing fee, which is applied to all credit-by-examination applications. (Note: all students, including those with the Board of Governor fee waivers, must pay the processing fee and enrollment fee based on units when applying for credit-by-examination.)

Once the application has been approved by the administrator and the necessary fees have been paid, the instructor may administer the examination and submit the grade earned. Grades will be consistent with the grading systems established by the college and will be submitted by the Division to the Admissions and Records Office by the end of the semester in which the examination is completed. The student's transcript will contain a notation that indicates that the credit was earned by examination. Any grades earned through credit-by-examination will not be counted in determining the twelve (12) semester units of credit in residence required for graduation from the college. Upon completion, a notification will be sent to your Valley College email. Financial aid is not available for credit by examination.

## Credit for Advanced Placement (AP) Examinations

Students who have completed Advanced Placement (AP) examinations of the College Entrance Examination Board with scores of 3, 4, or 5 may receive credit at San Bernardino Valley College as indicated in the table below (in accordance with Title 5, 55052). A grade of Pass (P) will be assigned on the transcript. Credit awarded through advanced placement may be used to satisfy graduation requirements toward the associate degree, IGETC and CSU General Education-Breadth requirements. Transfer universities re-evaluate AP. The units earned from AP credit will not apply toward financial aid nor can they be used to satisfy the 12-unit residence requirement for graduation. Students must be enrolled at San Bernardino Valley College to receive credit for Advanced Placement Exams. To request credit for AP examinations, visit the Admissions and Records Office, AD/SS 100 (909) 384-4401.

| Advanced Placement Exam with Score of 3, 4, or 5 | SBVC Units Awarded | SBVC Waiver Course            | SBVC General Education Graduation Credit | CSU General Education Credit | IGETC Credit   |
|--|--------------------|-------------------------------|--|------------------------------|----------------|
| Art History                                      | 3                  | No equivalent                 | Category III, 1 course                   | Area C1 or C2                | Area 3A or 3B  |
| Art: Studio 2D Design                            | 3                  | ART 120                       | Category III, Applied, 1 course          | None                         | None           |
| Art: Studio 3D Design                            | 3                  | ART 121                       | Category III, Applied, 1 course          | None                         | None           |
| Art: Studio Drawing                              | 3                  | ART 124A                      | Category III, Applied, 1 course          | None                         | None           |
| Biology  | 4                  | BIOL 100                      | Category I, 1 course                     | Areas B2, B3                 | Area 5B and 5C |
| Chemistry  | 4                  | CHEM 150                      | Category I, 1 course                     | Areas B1, B3                 | Area 5A and 5C |
| Comparative Government and Politics              | 3                  | No equivalent                 | Category II, 1 course                    | Area D8                      | Area 4         |
| Chinese Language and Culture                     | 3                  | No equivalent                 | Category III, 1 course                   | Area C2                      | Areas 3B, 6A   |
| Computer Science A                               | 3                  | (CS 110 + (CS 120 or CS 190)  | None                                     | None                         | None           |
| Computer Science Principles                      | 3                  | CS 190                        | Category IV, 1 course                    | Area B4                      | None           |
| Economics: Macroeconomics                        | 3                  | ECON 200 or 200H              | Category II, 1 course                    | Area D2                      | Area 4         |
| Economics: Microeconomics                        | 3                  | ECON 201 or 201H              | Category II, 1 course                    | Area D2                      | Area 4         |
| English: Language & Composition                  | 3                  | ENGL 101 or 101H              | Category IV, 1 course                    | Area A2                      | Area 1A        |
| English: Literature & Composition                | 6                  | (ENGL 101 or 101H) + ENGL 151 | Category III and Category IV             | Areas A2, C2                 | Area 1A or 3B  |
| Environmental Science                            | 4                  | BIOL 104                      | Category I, 1 course                     | Area B1, B3                  | Area 5A and 5C |

|   |   |  |                              |                        |                       |
|---|---|--|------------------------------|------------------------|-----------------------|
| French Language and Culture                   | 3 | Score 3, 4 or 5 = FRENCH 102                                       | Category III, 1 course       | Area C2                | Areas 3B, 6A          |
| German Language and Culture                   | 3 | No equivalent  | Category III, 1 course       | Area C2                | Areas 3B, 6A          |
| Government and Politics: US History: European | 3 | POLIT 100  | Category II, 1 course        | Area D8 + US-2         | Area 4 and US-2       |
| History: U.S.                                 | 3 | No equivalent  | Category II or III, 1 course | Area C2 or D6          | Area 3B or 4          |
| History: World-Modern                         | 3 | HIST 100 or 100H or 101 or 101H                                    | Category II or III, 1 course | Area (C2 or D6) + US-1 | Area (3B or 4) + US-1 |
| Human Geography                               | 3 | HIST 171   | Category II or III, 1 course | Area C2 or D6          | Area 3B or 4          |
| Italian Language and Culture                  | 3 | No equivalent  | Category II, 1 course        | Area D5                | Area 4                |
| Japanese Language and Culture                 | 3 | No equivalent  | Category III, 1 course       | Area C2                | Areas 3B, 6A          |
| Latin   | 3 | No equivalent  | Category III, 1 course       | Area C2                | Areas 3B, 6A          |
| Mathematics - Calculus AB                     | 3 | MATH 250   | Category IV, 1 course        | Area B4                | Area 2A               |
| Mathematics - Calculus BC                     | 3 | MATH 251   | Category IV, 1 course        | Area B4                | Area 2A               |
| Music Theory                                  | 3 | MUS 101 + MUS 101L + MUS 102 + MUS 102L                            | Category III, 1 course       | None                   | None                  |
| Physics 1                                     | 4 | PHYSIC 151   | Category I, 1 course         | Areas B1, B3           | Area 5A and 5C        |
| Physics 2                                     | 4 | PHYSIC 152   | Category I, 1 course         | Areas B1, B3           | Area 5A and 5C        |
| Physics C-Mechanics                           | 4 | PHYSIC 202   | Category I, 1 course         | Areas B1, B3           | Area 5A and 5C        |
| Physics C-Electricity and Magnetism           | 4 | PHYSIC 203   | Category I, 1 course         | Areas B1, B3           | Area 5A and 5C        |
| Psychology                                    | 3 | PSYCH 100 or 100H  | Category II, 1 course        | Area D9                | Area 4                |
| Spanish Language and Culture                  | 3 | Score 3=SPAN 102 or 102H Score 4=SPAN 103 or 103H Score 5=SPAN 104 | Category III, 1 course       | Area C2                | Area 3B, 6A           |
| Spanish Literature and Culture                | 3 | No equivalent  | Category III, 1 course       | Area C2                | Areas 3B, 6A          |
| Statistics                                    | 3 | MATH 108   | Category IV, 1 course        | Area B4                | Area 2A               |

## CSU GE AP Exam Notes

- If a student passes more than one AP exam in Calculus or Computer Science, only one exam may be applied to the baccalaureate
- Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1+B3 or B2+B3 of CSU GE. **Fall of 2009 or later, those credits may only apply to B1+B3.**
- If a student passes more than one AP exam in Physics, only six units of credit may be applied to the baccalaureate and only four units of credit may be applied to a certification in GE Breadth
- For complete CSU AP Policy information, visit: <https://calstate.policystat.com/policy/10711339/latest> (<https://calstate.policystat.com/policy/10711339/latest/>)

## IGETC AP Exam Notes

- AP exams in Biology, Chemistry, or Physics 1 allow California community college campuses to apply 4 semester or 5 quarter units to IGETC certification
- AP exams in Environmental Science, Physics C: Mechanics and Physics C: Electricity/Magnetism, 3 semester or 4 quarter units are applied for IGETC certification; therefore, students who complete these exams will be required to complete at least 4 semester or 5 quarter units to satisfy the minimum required units for Area 5.
- For complete IGETC AP policy information, visit: <http://admission.universityofcalifornia.edu/counselors/exam-credit/ap-credits/index.html> (<http://admission.universityofcalifornia.edu/counselors/exam-credit/ap-credits/>)

## Credit for Courses From Other College and Universities

Academic credits earned at other regionally accredited institutions can be evaluated for students with a completion of 12-degree applicable units at SBVC. It is therefore important that the student request official transcripts from all colleges previously attended. These transcripts should be sent to the Admissions and Records Office (AD/ SS 100). All religious courses taken at a denominational college need to be equated with courses at San Bernardino Valley College; otherwise, the religious courses are not allowed. A student who has taken coursework at institutions of higher learning outside of the

United States and who wishes to have that coursework considered toward his/her educational goal at San Bernardino Valley College must have the academic credentials evaluated by a bonafide independent evaluating agency. A list of recommended agencies is available in the Records Office (AD/SS 100).

**Note:** Only SBVC RN Applicants are excluded from the 12-unit Residence Requirement.

## Credit for DSST/DANTES (Defense Activity for Non-Traditional Education Support)

A student must be enrolled at San Bernardino Valley College to receive course credit for DANTES/DSST Examinations. Credit will not be granted for examinations in which equivalent or more advanced course work has been completed. Examinations listed on the table have been reviewed by SBVC faculty. Students should be aware of the following:

1. University of California does not accept DANTES/DSST credit.
2. DANTES/DSST Examinations are not accepted toward CSU GE-Breadth.
3. Acceptance of DANTES/DSST Examinations varies among transfer universities and other community colleges. Students should be advised that the DANTES/DSST Examinations get re-evaluated.
4. DANTES/DSST Examinations may be under review; therefore, the table below may not be inclusive of all examinations.

Any questions may be directed to the Articulation Officer in the Counseling Center (AD/SS 103).

| DANTES/DSST Examination           | SBVC Required Score | SBVC Units | SBVC Equivalent Course<br>(to clear prerequisite requirements) | SBVC Graduation Requirement | CSU GE-Breadth Area |
|-----------------------------------|---------------------|------------|--|-----------------------------|---------------------|
| Ethics in America                 | 46/400              | 3          | None   | Category III                | No credit           |
| Introduction to Business          | 46/400              | 3          | BUSAD 100  | No credit                   | No credit           |
| Fundamentals of College Algebra   | None                | None       | None   | No credit                   | No credit           |
| Introduction to World Religions   | 48/400              | 3          | RELIG 101  | Category III                | No credit           |
| Lifespan Developmental Psychology | 46                  | 3          | None   | Category II or V            | No credit           |
| Principles of Statistics          | None                | None       | None   | No credit                   | No credit           |

## Credit for Military Service

Currently enrolled students who have had a minimum of one year active duty military service will receive three (3) units of credit toward CSU GE-Breadth Area E and Associate Degree: Option #2 requirements for Category V: Lifelong Learning and Self-Development. To obtain this credit, students need to provide a copy of their DD-214 (Service 2 or Member 4) or other official evidence of U.S. military service while on active duty. A Petition for Military Service Credit may be obtained from the Admissions and Records Office (AD/SS 100).

Students who completed coursework at other accredited colleges or universities while using veteran benefits, must submit official transcripts to the Admissions and Records Office, and request an official evaluation within two (2) semesters. To obtain credit for military coursework, students must provide a copy of their AARTS (Army/American Council on Education Registry Transcript System) or SMART (Sailor-Marine American Council on Education Registry Transcript System) Transcript. The American Council on Education makes recommendations for college credit directly on the AARTS or SMART Transcript. It is advisable to meet with a counselor to determine if the military coursework will apply toward the selected degree major and/or general education requirements. If a determination is made to award credit towards a major, then a Modification of Major form needs to be completed by the appropriate department chair. The Credit for Military Training or DANTES form is available from the Articulation Officer located in the Counseling Center, AD/SS 103.

## Transfer of Credit

Transfer Credit Evaluations are only completed upon the student earning San Bernardino Valley College Residency. In order to achieve residency, twelve (12) degree applicable semester units must be earned at San Bernardino Valley College. Transfer Credit Evaluations may take up to fifteen (15) business days to complete and up to thirty (30) business days to complete during peak periods. It is the student's responsibility to provide course descriptions and/or course outlines if requested and this process may be delayed until the student has submitted all supporting documentation as requested by the office of Admissions and Records. The student understands that all official San Bernardino Valley College communication regarding this request will be sent to the student's SBVC College electronic mail account and it is the student's responsibility to maintain this account.

## Credit for the College Level Examination (CLEP) Program

A student must be enrolled at San Bernardino Valley College to receive credit for CLEP Examinations. Credit will not be granted for which equivalent or more advanced course work has been completed. Students will receive appropriate credit for CLEP examinations, as indicated in the table below (in accordance with Title 5, 55052.5). SBVC faculty have determined equivalencies to SBVC courses. Students should be aware of the following:

- University of California does not accept CLEP Examinations.
- Acceptance of CLEP varies at campuses of the CSU.
- At SBVC, credit for CLEP Examinations is on a pass/no pass basis only; no letter grades are assigned.
- Some CLEP Examinations may be under review at SBVC. CLEP scores for examinations no longer offered are evaluated on an individual basis.
- Students request credit for CLEP through the Admissions and Records Office, AD/SS 100, or by calling (909) 384-4401.

### Business

| CLEP Examination               | SBVC Required Score | SBVC Units | SBVC Equivalent Course (to clear prerequisite requirements) | SBVC Graduation Requirement | CSU GE-Breadth Area |
|--------------------------------|---------------------|------------|---|-----------------------------|---------------------|
| Principles of Accounting       | 50                  | 3          | None  | No credit                   | No credit           |
| Introductory Business Law      | 50                  | 3          | BUSAD 210   | No credit                   | No credit           |
| Info. Systems & Computer Apps. | 50                  | 3          | None  | No credit                   | No credit           |
| Principles of Management       | 50                  | 3          | None  | No credit                   | No credit           |
| Principles of Marketing        | 50                  | 3          | None  | No credit                   | No credit           |
| Financial Accounting           | 50                  | 3          | None  | No credit                   | No credit           |

### Composition and Literature

| CLEP Examination                    | SBVC Required Score | SBVC Units | SBVC Equivalent Course (to clear prerequisite requirements) | SBVC Graduation Requirement | CSU GE-Breadth Area |
|-------------------------------------|---------------------|------------|---|-----------------------------|---------------------|
| American Literature                 | 50                  | 3          | None  | Category III                | C2                  |
| Analyzing & Interpreting Literature | 50                  | 3          | None  | Category III                | C2                  |
| College Composition                 | No credit           | No credit  | None  | No credit                   | No credit           |
| English Literature                  | 50                  | 3          | None  | No credit                   | No credit           |
| Humanities                          | 50                  | 3          | None  | Category III                | C2                  |

### Foreign Languages

| CLEP Examination                                  | SBVC Required Score | SBVC Units | SBVC Equivalent Course (to clear prerequisite requirements) | SBVC Graduation Requirement | CSU GE-Breadth Area |
|---|---------------------|------------|---|-----------------------------|---------------------|
| French Language (Levels 1 and 2) - Complete both  | 59                  | 3          | FRENCH 102  | Category III                | C2                  |
| German Language (Levels 1 and 2) - Complete both  | 60                  | 3          | None  | Category III                | C2                  |
| Spanish Language (Levels 1 and 2) - Complete both | 63                  | 3          | SPAN 102  | Category III                | C2                  |
| Spanish with Writing Level                        | 11                  | 3          | None  | Category III                | C2                  |

### History and Social Sciences

| CLEP Examination             | SBVC Required Score | SBVC Units | SBVC Equivalent Course (to clear prerequisite requirements) | SBVC Graduation Requirement | CSU GE-Breadth Area |
|------------------------------|---------------------|------------|---|-----------------------------|---------------------|
| American Government          | 50                  | 3          | None  | Category II                 | D8                  |
| Human Growth and Development | 50                  | 3          | PSYCH 111   | Category II                 | E                   |

|  |    |   |           |                    |           |
|--|----|---|-----------|--------------------|-----------|
| Introduction to Educational Psychology | 50 | 3 | None      | No credit          | No credit |
| Introductory Psychology                | 50 | 3 | PSYCH 100 | Category II        | D9        |
| Introductory Sociology                 | 50 | 3 | SOC 100   | Category II        | D0        |
| Principles of Macroeconomics           | 50 | 3 | ECON 200  | Category II        | D2        |
| Principles of Microeconomics           | 50 | 3 | ECON 201  | Category II        | D2        |
| History of the United States I         | 50 | 3 | HIST 100  | Category II        | D6 + US-1 |
| History of the United States II        | 50 | 3 | HIST 101  | Category II        | D6 + US-1 |
| Western Civilization I                 | 50 | 3 | None      | Category II or III | C2 or D6  |
| Western Civilization II                | 50 | 3 | None      | Category II        | D6        |

## Science and Mathematics

| CLEP Examination               | SBVC Required Score | SBVC Units | SBVC Equivalent Course (to clear prerequisite requirements) | SBVC Graduation Requirement | CSU GE-Breadth Area |
|--------------------------------|---------------------|------------|---|-----------------------------|---------------------|
| Biology                        | 50                  | 3          | BIOL 100 (No lab credit)                                    | Category I (No lab credit)  | B2                  |
| Calculus                       | 50                  | 3          | MATH 250  | Category IV                 | B4                  |
| Chemistry                      | 50                  | 3          | None  | Category I (No lab credit)  | B1                  |
| College Algebra                | 50                  | 3          | MATH 102  | Category IV                 | B4                  |
| College Algebra – Trigonometry | 50                  | 3          | None  | Category IV                 | B4                  |
| College Mathematics            | No Credit           | No Credit  | None  | No credit                   | No credit           |
| Natural Sciences               | 50                  | 3          | None  | Category I                  | B1 or B2            |
| Precalculus                    | 50                  | 3          | MATH 151  | Category IV                 | B4                  |

## Credit for the International Baccalaureate (IB)

A student must be enrolled at San Bernardino Valley College to receive course credit for the International Baccalaureate (IB) diploma or certificates. A score below 4 for Mathematics (HL) will require that students complete the self-guided placement at SBVC. Please refer to the table below for IB credit (in accordance with Title 5, 55052.5). Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both. The International Baccalaureate is re-evaluated by the UC, CSU, independent universities, and other community colleges. Individual campuses of the UC, CSU may grant more credit. Any questions may be directed to the Articulation Officer in the Counseling Center, AD/SS 103.

| IB Examination                                    | Minimum Score | Units | SBVC Equivalent       | SBVC Graduation             | CSU GE-Breadth | IGETC                            |
|---|---------------|-------|-----------------------|-----------------------------|----------------|----------------------------------|
| Biology (HL)                                      | 5             | 3     | BIOL 205              | Category I (lab)            | B2 (no lab)    | Area 5B (no lab)                 |
| Chemistry (HL)                                    | 5             | 3     | CHEM 101              | Category I (lab)            | B1 (no lab)    | Area 5A (no lab)                 |
| Economics (HL)                                    | 5             | 3     | ECON 200 or ECON 200H | Category II                 | D2             | 4                                |
| Geography (HL)                                    | 5             | 3     | No equivalent         | Category II                 | D5             | Area 4                           |
| History (any region) (HL)                         | 5             | 3     | No equivalent         | Category II or Category III | C2 or D6       | Area 3B or 4                     |
| Mathematics (HL): Analysis and Approaches         | 4             | 3     | TBD                   | Category IV                 | B4             | Area 2A (Requires a score of 5). |
| Mathematics (HL): Applications and Interpretation | 4             | 3     | TBD                   | Category IV                 | B4             | Area 2A (requires a score of 5)  |
| Physics (HL)                                      | 5             | 3     | PHYSIC 101            | Category I (lab)            | B1 (no lab)    | Area 5A (no lab)                 |
| Psychology (HL)                                   | 5             | 3     | No equivalent         | Category II                 | D9             | Area 4I                          |
| Theatre (HL)                                      | 4             | 3     | No equivalent         | Category III                | C1             | Area 3A (requires score of 5)    |



| IB Examination                               | Minimum Score | Units                                       | SBVC Equivalent | SBVC Graduation | CSU GE-Breadth | IGETC                             |
|--|---------------|---|-----------------|-----------------|----------------|-----------------------------------|
| Language A:<br>Literature HL                 | 4             | 3   | No equivalent   | Category III    | C2             | 3B and 6A (requires a score of 5) |
| Language A:<br>Language and<br>Literature HL | 4             | 3   | No equivalent   | Category III    | C2             | 3B and 6A (requires a score of 5) |
| Language B (any<br>language) HL              | 4             | 0 (3 units for IGETC<br>Certification only) | No equivalent   | No credit       | No credit      | 6A (requires a score of 5)        |
| Language B (any<br>language) HL              | 5             | 3   | No equivalent   | No credit       | No credit      | 6A                                |

## Final Exams and Grades

### Final Examinations

Final examinations are given at the close of each semester. Students are required to take scheduled final examinations in order to receive credit. Any student who is purposely absent from an examination at any time during a semester forfeits the right to make up work by re-examination.

### Final Grades and Transcripts

Final grades are accessible via the Internet as soon as they are submitted by the instructor. To access San Bernardino Valley College's WebAdvisor, go to: [www.valleycollege.edu/webadvisor](http://www.valleycollege.edu/webadvisor) (<http://www.valleycollege.edu/webadvisor/>)

**Note:** Transcripts will not be released if a student has holds, an outstanding financial obligation, or other academic or probationary issues. Requests for transcripts online by logging onto: [www.valleycollege.edu/transcripts](http://www.valleycollege.edu/transcripts) (<http://www.valleycollege.edu/transcripts/>). Requests will be filled within the legally prescribed timeframe, assuming there are no outstanding obligations to the college, or other holds on the students' record. The first two transcripts are provided at no charge. After two, there is a charge for each additional request.

### Incomplete Grades

An incomplete or "I" symbol will be awarded to the student who, in the judgment of the instructor, is unable to complete a course due to a verified emergency. An *Incomplete* form will be completed by the instructor for each student and submitted to the Admissions and Records Office. This form will cover the conditions for the removal of the "I" and the grade that will be recorded if the work is not completed within one year from the end of the semester in which the "I" was assigned. The student cannot register for the same course until the "I" has been removed.

## Grades and Grade Points

The system of grades and grade points at San Bernardino Valley College is as follows:

| Grade           | Description                     | Grade Numeric Value |
|-----------------|---------------------------------|---------------------|
| A               | Excellent                       | 4                   |
| B               | Good                            | 3                   |
| C               | Satisfactory                    | 2                   |
| D               | Passing, Less Than Satisfactory | 1                   |
| F               | Failing                         | 0                   |
| P <sup>1</sup>  | Pass                            | 0                   |
| NP <sup>2</sup> | No Pass                         | 0                   |
| I <sup>3</sup>  | Incomplete                      | –                   |
| W <sup>3</sup>  | Withdrawal                      | –                   |
| MW              | Military Withdrawal             | –                   |
| IP <sup>3</sup> | In Progress                     | –                   |
| RD              | Report Delay                    | –                   |

<sup>1</sup> Pass (P) grade units are not counted in GPA however, credit is earned.

<sup>2</sup> No Pass (NP) units are not counted in GPA; NP units are used in calculating units attempted for progress, probation and dismissal.

<sup>3</sup> Non-evaluative symbols; no units or credit earned.

Only instructors may assign grades, and the grades given are final except in cases of mistake, fraud, bad faith, or incompetence. No grade will be changed for any reason or any circumstances after three years from the end of the term in which the grade was assigned.

## How to Calculate your GPA

A GPA or Grade Point Average is the average of student grades. One can calculate their GPA for one semester or for their cumulative, overall GPA. The GPA is unweighted.

**Example:**

| Course         | Units Attempted | X | Grade (Numerical Value) | = | Grade Points |
|----------------|-----------------|---|-------------------------|---|--------------|
| ENGL 101       | 4               | X | B (3)                   | = | 12           |
| MATH 102       | 4               | X | A (4)                   | = | 16           |
| SOC 100        | 3               | X | B (3)                   | = | 9            |
| POLIT 100      | 3               | X | C (2)                   | = | 6            |
| HIST 101       | 3               | X | D (1)                   | = | 3            |
| KINF 105A      | (1)             | X | W (0)                   | = | 0            |
| KINF 108A      | 1               | X | F (0)                   | = | 0            |
| <b>Totals:</b> | <b>18</b>       |   |                         |   | <b>46</b>    |

1. Grades are assigned a numerical value:

A = 4.0

B = 3.0

C = 2.0

D = 1.0

F = 0.0

**Note:** Units attempted that result in P/NP, CR/NC, W, IP, RD or I grade are not used to calculate the GPA.

2. Multiply the units attempted by the numerical value of the grade to get the grade points:**Example:** 4 (units attempted) X B(3) (grade) = 12 (grade points)
3. Total the units attempted and the grade points.
4. The GPA is determined by dividing the total grade points by the number of attempted units:  
**Example:** 46 (grade points) ÷ 18 (units attempted) = 2.56 (grade point average)

### Grade Scale

4.0 = A average

3.0 = B average

2.0 = C average

1.0 = D average

0.0 = F average

## Converting Quarter Unit to Semester Units

Quarter units are converted to semester units by multiplying the quarter units by 0.667:

**Example:** 4 (quarter units) X 0.667 = 2.67 (semester units)

## Converting Semester Units to Quarter Units

Semester units are converted to quarter units by multiplying the semester units by 1.5:

**Example:** 4 (semester units) X 1.5 = 6 (quarter units)

## Pass/No Pass

Students who wish to be graded in any class on a Pass/No Pass basis must complete the appropriate form, which is available in the Admissions and Records Office (AD/SS 100) or on the college website. The paperwork must be submitted no later than the end of the first 30 percent of the course. Credit will be granted only when the work is of a quality equivalent to a grade of "C" or better. A maximum of fifteen (15) units of credit (P) courses may apply toward graduation requirements. Pass/No Pass grading is not permitted in a course within a student's major area of study. This rule may be waived for students who complete courses for credit and who later declare a major in that field of study. Once Pass/No Pass has been selected as a grading option, a letter grade (A-F) cannot be issued.

## Probation and Dismissal

### Academic Disqualification

Students on academic and/or progress probation shall be dismissed for one semester when one or more of the following conditions exist:

- The student has earned a cumulative grade point average of less than 2.00 in all units attempted in each of the three consecutive semesters. (For purposes of this section, semesters shall be considered consecutive based on the student's enrollment.)
- The student has received course completion symbols of F, NP, I and/or W in fifty (50) percent or more of the units for which he/she was enrolled in each of three consecutive semesters.
- The student has received a combination of the two patterns listed above in each of three consecutive semesters.

As with probation, a student will be informed of dismissal by email and/or letter. In addition, students may appeal their probation status by making an appointment with a program counselor and completing the required paperwork.

### Academic Probation

Students will be placed on academic probation when their cumulative grade point average in 12 or more units fall below 2.00 in all units attempted which were assigned based on the college grading scale. Students will be informed that they are on academic probation by email and/or letter. The letter will list common causes of unsatisfactory progress and will recommend services for improving academic achievement. A student on academic probation will not be allowed to register for additional courses until meeting with a counselor. A student will be released from academic probation when their cumulative grade point average reaches 2.00 or higher. In addition, students may appeal their probation status by making an appointment with a program counselor and completing the required paperwork.

### Progress Probation

Students will be placed on progress probation when they have attempted at least 12 units and have received course completion symbols of F, W, I

and/or NP in 50 percent or more of these units. Students will be informed they are on progress probation by email and/or letter. The letter will list common causes of unsatisfactory progress and will recommend services for improving academic achievement. If the student on progress probation also has a grade point average of less than 2.00, they will not be allowed to register for additional courses until meeting with a counselor. Students will be released from progress probation status whenever more than fifty percent of all the units taken at the college have been completed with an assigned letter or P grade. In addition, students may appeal their probation status by making an appointment with a program counselor and completing the required paperwork.

## Readmission After Disqualification

Students may be reinstated one semester after the date of dismissal. Students enrolled following dismissal shall be on probationary status for one semester. If, after this semester, the scholastic achievement of the readmitted student continues at a probationary level, the student may be dismissed for one year. Students must see a counselor and complete readmissions documents. Counseling can be reached in AD/SS 103 or at (909) 384-4404.

## Academic Renewal

Students may petition to have their academic record reviewed for academic renewal of substandard academic performance, which is not reflective of their demonstrated ability under the following conditions:

- Students may petition to have eliminated from the computation of the total grade point average any units and credits taken during not more than two consecutive terms of attendance, excluding Summer Session, at any college within the San Bernardino Community College District.
- Students must have achieved a minimum grade point average of 2.0 in all coursework completed subsequent to the semester(s) requested in the petition.
- Students must complete a minimum of twenty-four semester units subsequent to the semester(s) requested in the petition, at any accredited college.
- At least two-semester must have elapsed from the time the course work to be removed was completed.
- A student may not petition for academic renewal under this procedure more than one time per college.
- Up to thirty units of course work may be eliminated from consideration in the cumulative grade point average per college.

Academic renewal actions are irreversible. Institutional action taken under this procedure will not remove the courses, units, grades, or any other information from the student's permanent record. When academic renewal procedures permit previously recorded substandard course work to be disregarded in the computation of grade point averages, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Academic renewal procedures will not prevent the student from retaking the course in a subsequent semester, if necessary, in accordance with course repeat policies or alter records of previous attempts of the same course.

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.

Students must file the Petition for Academic Renewal in the Admissions & Records Office at the respective college where the units were completed after meeting with a counselor. The determination of eligibility will be decided by the Director of Admissions & Records, or their designee.

In accordance with Title IV, all units approved or denied for Academic Renewal shall be included in the Satisfactory Academic Progress (SAP) calculation and shall be considered when determining financial aid eligibility.

## Non-Discrimination Policy

San Bernardino Community College District and its two colleges, San Bernardino Valley College and Crafton Hills College, are committed to non-discrimination. Our goal is to provide equal opportunities for all community members in all areas of the college including admission, student financing, student support facilities and activities, and employment. Federal laws and District policies strictly prohibit all types of discrimination, including sexual harassment and inequities based on race, color, religion, sex, age, marital status, physical disabilities, mental impairments, or sexual orientation. The District's non-discrimination policies are supported by the requirements of Titles VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the education amendments of 1972; the Age Discrimination in Employment Act of 1975; and sections 503 and 504 of the Rehabilitation Act of 1972, as amended, and the Americans with Disabilities Act. San Bernardino Valley College is further committed to overcoming sex discrimination and sex stereotyping in vocational education programs. In addition, the lack of English language skills will not be a barrier to admission and participation in vocational education programs. Students, job applicants, and employees may complain of any action, which they believe discriminates against them on the above-cited grounds. For information regarding the college's non-discrimination policy or to file a complaint, contact:

Vice Chancellor of Human Resources  
District Building, SBCCD  
550 E. Hospitality Lane, Suite 200  
San Bernardino, CA 92408.

You may also call (909) 382-4040. For information regarding the requirements of Section 503 and 504 of the Rehabilitation Act of 1973 or to file a complaint, contact the Vice President of Student Services, San Bernardino Valley College, in AD/SS 200, or call (909) 384-4473.

## Open Enrollment Policy

The policy of San Bernardino Community College District is that, unless specifically exempted by statute or regulation, every course, or class offered by the college is open to enrollment and participation by a person who has been admitted to the college and who meets the prerequisites approved for a given course.

## Sexual Harassment Policy

Sexual harassment of students or employees in the academic and work environments violates both federal and state law and district policy, and it will not be tolerated. It also violates law and policy to retaliate against any individuals for filing a complaint of sexual harassment, or for participation in the investigation or resolution of a formal or informal, written or oral complaint of sexual harassment. Unlawful harassment based on sex includes, but is not limited to, classroom conditions, grades, academic standing, scholarships, recommendations, employment opportunities, disciplinary action, or any other aspect of college life within the control of the District. Complaints of sexual harassment may be

registered by calling the Vice President of Student Services at (909) 384-4473.

## Academic Freedom

The San Bernardino Community College District is committed to the principle that the free expression of ideas is essential to the education of its students and to the effective governance of its colleges. The District further subscribes to the principle that the free expression of ideas should be limited only by the responsibility to express ideas with fairness, and in a manner that respects the differing ideas of others and distinguishes between established fact and theories and one's own opinion.

No special limitations shall be placed upon study, investigation, presentation, and interpretation of facts and ideas concerning human society, the physical and biological world, and other branches of learning, subject to accepted standards of professional responsibility. Students shall have the opportunity to study controversial issues and divergent views, and to arrive at their own conclusions. Academic employees have an obligation to protect the student's right to freedom of inquiry even when the student's conclusions differ from those of the academic employees. While students may represent without penalty any opinion in or out of class, they may be required to demonstrate knowledge of views contrary to their own in order to fulfill course requirements. (SBCCD Board Policy 4030)

## Course Information

### Course Descriptions

Each course entry in this catalog includes the course number, title, prerequisite, a brief description, the number of semester units, and the number of hours the course meets based on a 17-week semester. The course entries also include information about how the course credit applies to associate degrees and transfer to The California State University and University of California systems.

- Courses numbered from 600 through 699 are non-credit and do not receive any type of college credit.
- Courses numbered from 001 through 099 are generally applicable to certificate and associate degree programs.
- Courses numbered from 100 through 299 are generally applicable for associate degrees and baccalaureate degrees conferred by universities.
  - Courses that are designated CSU transfer to CSU campuses system wide.
  - Courses designated UC are approved by the UC Office of the President as comparable to courses offered at UC. Courses with \*UC notation indicate that some credit limitation applies. UC limits credit on courses that are similar in nature or taken after a higher-level course(s). To access information on SBVC courses that transfer to UC, go to [www.assist.org](http://www.assist.org).
  - Although courses may be indicated in the catalog as transferable to UC and/or CSU, they may or may not meet general education or major preparation. Students who plan to transfer to UC or CSU should consult with a counselor and research the following websites: [www.calstate.edu/apply](http://www.calstate.edu/apply) [uctransfer.universityofcalifornia.edu](http://uctransfer.universityofcalifornia.edu) [www.assist.org](http://www.assist.org)
- Courses numbered from 900-999 are not applicable to associate degrees and generally do not transfer to four-year institutions.
- Certain course entries include a symbol X and a number following the symbol, such as MUS 141X2. This symbol (X) indicates that this is a skill-based course and may be taken for credit more than once; the

number following the symbol (X) indicates the number of times the course may be taken for credit.

## Course Identification Numbering System (C-ID)

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

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

## Prerequisites, Corequisites, and Departmental Advisories

When registering for classes, students are required to adhere to enrollment policies that relate to prerequisites, corequisites, and departmental recommendations.

1. A **prerequisite** is a course or skill that must be met before a course is taken. Students registered in a class without having completed the prerequisite(s) may be dropped from the class. Prerequisite courses must be completed with a grade of C or higher. Prerequisite courses completed with a grade of D or F indicate unsatisfactory performance in the course and do not satisfy the prerequisite;
2. A **corequisite** is a course that must be taken during the same semester as another course in which the student would like to enroll;
3. A **departmental advisory** is a suggested course that would be helpful for a student to have completed prior to enrolling. A departmental advisory is a suggestion, not a requirement.

**Students may challenge a prerequisite or corequisite on one or more of the following grounds:**

1. The student can demonstrate they have the knowledge or ability to succeed in the course or program despite not having satisfied the prerequisite or corequisite;
2. The student will be subject to undue delay in attaining their educational goal as outlined in their Student Education Plan (SEP) because the prerequisite or corequisite course has not been made reasonably available;
3. The prerequisite or corequisite is discriminatory or is being applied in a discriminatory manner;
4. The prerequisite or corequisite has not been established in accordance with the District's process for establishing prerequisites and corequisites or was established in violation of Title 5.

It is the student's responsibility to provide information to support the challenge. Challenges must be filed in the Division Office within the first week of class. The college will process the challenge within five (5) working days. For information on challenging a prerequisite, contact the Division Office at (909) 384-4404.

## Course Repetition in a Non-Repeatable Course

Course repetition allows students to repeat classes under the following circumstances: (Title 5, Section 58161)

1. The student is repeating the course to alleviate substandard work, which has been recorded on the student's record (D, F, or NP). Courses in which a substandard evaluative symbol has been assigned may be repeated two times for a total of three enrollments. Students may attempt a course more than three times only upon approval through the college's petition process (Title 5, section 55024).
2. The course outline of record has been officially changed and demonstrates significant curricular changes. A *Petition for Academic Exception* is required.
3. Repetition of courses where substandard work has not been recorded is permitted when such repetition is necessary for a student to meet a legally mandated training requirement as a condition of continued paid or volunteer employment.
4. Significant lapse of time exception if the following conditions are met:
  - At least 36 months, or more if required by district policy, has elapsed since the student previously was assigned or awarded a grade in the course;
  - The student's prior grade was a satisfactory grade (55000(w)); and either
    - i. The course is required by the district as a properly established recency prerequisite (5503); or
    - ii. Another institution or higher education to which the student is seeking to transfer requires the student to have taken the course more recently than the student's last enrollment.

## Non-Degree Applicable Courses

Courses numbered in the 900s do not apply toward a degree, and are designed to provide the fundamental skills necessary for successful completion of other college courses. These include pre-collegiate courses in reading, writing, computation, learning skills, study skills, and English as a second-language. Non-degree applicable courses, including basic skills courses, are indicated in this catalog by numbers from 900 to 999.

In accordance with Title 5, Section 55758.5 (b), grades earned in non-degree applicable courses are not included when calculating a student's degree applicable grade point average. Students will not receive credit for more than thirty (30) units of basic skills course work taken in the San Bernardino Community College District. Basic skills coursework earned in another community college district will not be counted toward the 30-unit limit. Students enrolled in English as a second-language courses and students identified by the District for learning disabled programs are exempt from this 30-unit limit. Other students may apply for a waiver of the 30-unit limit. Please contact a counselor in the Counseling Center, (909)384-4404 and press zero ("0") for more information about the waiver process.

# ADMISSIONS AND REGISTRATION

## Admissions and Records

**Location:** AD/SS 100

**Phone Number:** (909) 384-4401

**Website** (<https://www.valleycollege.edu/admissions-financial-aid/admissions-records/>)

Admission to San Bernardino Valley College is governed by the laws of the State of California and by supplementary regulations established by the San Bernardino Community College District Board of Trustees. Every course, whether offered on the main campus, online, or at a satellite location, is open to any person who is eligible for admission to San Bernardino Valley College and who meets any prerequisites as have been established in accordance with Title 5 of the California Administrative Code.

## Admission Requirements

The following groups are eligible for admission to San Bernardino Valley College:

- Any individual, age 18 or above, who can reasonably profit from instruction.
- Any individual who has graduated from high school or who has been awarded a California Certificate of Proficiency, who has successfully completed the GED, or has been awarded a certificate of completion from a high school.

## Admission Regulations and Residency

### AB 540

San Bernardino Valley College, in compliance with California law, welcomes non-resident students, and will charge them the same fees as California residents, for tuition purposes, if they meet all of the following criteria:

- Have attended a combination of California High Schools, Adult Schools, and Community College for the equivalent of three (3) years or more.
- Have a high school diploma (or equivalent)
- In the case of non-immigrant aliens, you have applied for legal status – or will sign an affidavit stating your intent to do so.

Please visit the Admissions and Records Office for further information.

## Deferred Action for Childhood Arrivals (DACA)

**You are eligible for DACA if you:**

- Were under the age of 31 as of June 15, 2012;
- Came to the United States before reaching your 16th birthday;
- Have continuously resided in the United States since June 15, 2007, up to the present time;
- Were physically present in the United States on June 15, 2012, and at the time of making your request for consideration of deferred action with USCIS;
- Entered without inspection before June 15, 2012, or your lawful immigration status expired as of June 15, 2012;
- Are currently in school, have graduated or obtained a certificate of completion from high school, have obtained a general education development (GED) certificate, or are an honorably discharged veteran

of the Coast Guard or Armed Forces of the United States and Have not been convicted of a felony, significant misdemeanor, three or more other misdemeanors, and do not otherwise pose a threat to national security or public safety.

Individuals can call USCIS at 1 (800) 375-5283 with questions or to request more information on the deferred action for childhood arrivals process.

## Discharged Members of the Armed Forces

A student who was a member of the Armed Forces of the United States stationed in California on active duty for more than one year immediately prior to being discharged shall be exempt from paying nonresident tuition for up to one year if he or she files an affidavit with the community college stating they intend to establish residency in California as soon as possible. This one-year exemption shall be used while the student lives in this state and within two years of being discharged (effective January 1, 2013, AB 2478 amended Education Code Section 68075.5 to give the student two years to start the one-year exemption period as the student may need to temporarily to return to their home state after discharge and may not be able to immediately start their education in California). A former member of the armed forces of the United States who received a dishonorable or bad conduct discharge shall not be eligible for this exemption.

## High School Students

Students who are currently attending high school, and are seeking advanced scholastic or vocational work may apply for admission to San Bernardino Valley College as a specially admitted, concurrently enrolled high school student.

Each student's application and records are reviewed individually, and not all students who apply will be admitted. The over-arching concern of the admission review process is that the high school student is adequately prepared to engage in the rigors of college-level work, and has a high probability of success.

To be eligible for dual enrollment, high school students must demonstrate that they are prepared for the rigor of college courses through one of the following methods:

- Successful completion of a student development course selected with the guidance of an SBVC Counselor
- Demonstrated academic success. In order to meet this criteria, students must have a total weighted high-school GPA of 2.0 or greater and have been successful in similar courses

High school students wishing to attend SBVC must complete and submit the following items, at least two weeks prior to the beginning of instruction:

- Regular application for admission to SBVC
- Concurrent Enrollment Petition form
- Confidential Youth Emergency Card
- Official copy of their high school transcript

The Concurrent Enrollment Petition form requires the signature of the high school principal (or designee), certifying the student is academically qualified, and recommending the student for an advanced academic or vocational experience. All forms are available online at the Admissions and Records website. The courses requested at SBVC must not duplicate courses currently available at the high school.

All concurrently enrolled high school students must participate in the college assessment and orientation prior to approval to enroll. High school

students are limited to 11 units per term, unless they are participating in the Middle College High School or CCAP program.

In addition, dual enrollment students must complete a mid-semester check in with an SBVC Counselor. Students who fail to fulfill this requirement will be limited to a maximum of one (1) course per semester for the following semester.

## International Students

San Bernardino Valley College is approved by the U.S. Citizenship and Immigration Services (USCIS) to admit non-immigrant international students who are taking lower division coursework for transfer to four-year institutions or who are taking coursework leading to a vocational training certificate or an associate degree. San Bernardino Valley College requires international students to submit or mail to the Counseling Center (AD/SS 103) complete international application packages, including the following items:

- International student application for admission
- Non-refundable processing fee of \$25
- A minimum score of 45-46 on the internet-based TOEFL (Test of English as a Foreign Language)
- Official transcripts (i.e., academic records) from high school and college(s) previously attended, accompanied by a notarized translation if the original is not in English or Form I-134
- An affidavit of support form, an official bank letter and an original bank statement, verifying sufficient funds are available to cover all expenses while studying in the U.S.
- Photocopy of passport
- Photocopy of I-94, I-20 and visa, if the student is currently studying in the U.S.

The international application deadlines are May 1 for the Fall semester, October 1 for the Spring semester, and March 1 for the Summer sessions. International applicants living outside of the U.S. at the time of their applying to the college are strongly recommended to apply at least six months before the term starts. After submitting international application packages, applicants need to complete the General College Application online. Information about the international application can be found at the college's website ([https://www.valleycollege.edu/student-services/specialized-counseling-services/international-students/admission\\_requirements.php](https://www.valleycollege.edu/student-services/specialized-counseling-services/international-students/admission_requirements.php)).

If an applicant is admitted to the college, students will receive a letter of acceptance, along with an I-20 Form (Certificate of Eligibility) issued by the college. Per USCIS regulations, international students must maintain full-time student status and enroll in at least 12 units per semester. International students are also required to purchase health insurance to cover the time they are residing in the U.S.

## Non-Resident Veterans AB13

In August 2014, the Veterans Access, Choice, and Accountability Act of 2014 (VACA Act) was signed into law. Please see the Admissions and Records Office for more details. (VACA is only applicable for students who are using CH. 30, 33, & 33TR GI Bill® benefits). A student who is a full-time employee of a public institution of higher learning, or whose parent or spouse is a full-time employee, will be entitled to resident classification until they have resided in the state the minimum time necessary to become a resident. Any student may make a written appeal to the Director of Admissions and Records within 30 calendar days of notification of a final decision by the college regarding classification.

## Out-of-State Students

Out-of-state applicants are admitted to the college on the same basis as California residents except that they are required to pay non-resident tuition fees and Capital Outlay Fee in addition to other fees required by the college. After a student has been present in California for one year and has manifested clear intent to become a California resident, they may apply for reclassification as a California resident.

## Residence Requirements

Residence determination must be made each semester for nonresident tuition purposes. The college application and, if necessary, other evidence furnished by the student are used in making residency determination. All documentation must be submitted within 2 weeks of start of term or submission of admissions applications. Residency will not be changed once the semester has ended. Any adult who is physically present in the state while, at the same time, intending to make California their permanent home, may establish legal residence. The resident determination date is the day immediately preceding the opening day of instruction for each semester or term.

Steps must be taken at least one year prior to the residence determination date to establish the intent to make California one's permanent home with concurrent relinquishment of the prior legal residence. Some indications of intention to establish and maintain California residence include, but are not limited to:

- Payment of California state income tax as a resident;
- Registering to vote and voting in California;
- Possessing California motor vehicle license plates;
- Possessing a valid California driver's license;
- Maintaining a permanent military address or home of record in California while in the armed services;
- Establishing and maintaining active California bank accounts;
- Being a petitioner for a divorce in California.

In general, an unmarried minor (a person under 18 years of age) derives legal residence from the parent or parents with whom he/she lives. The student who is within the state only for educational purposes does not gain the status of resident regardless of the length of his/her stay in California.

### Exceptions to the Residence Requirements are as Follows:

1. Persons below the age of 19 whose parents were residents of California but who left the state while the student who remained was still a minor. When the minor reaches 18, the exception continues for one year to enable the student to qualify as a resident.
2. Persons below the age of 19 who have been present in California for more than a year before the residence determination date and who have been entirely self-supporting for that period of time.
3. Persons below the age of 19 who have lived with and have been under the continuous direct care and control of an adult, not a parent, for the two years immediately preceding the residence determination date. Said adult must have been a California resident for the most recent year.
4. Active Duty Military Students EC 68075; T5 54042; LEGAL OPINION 10-05: Students who are members of the armed forces of the United States domiciled or stationed in California on active duty are entitled to resident classification for purposes of determining the amount of tuition and fees for the duration of their attendance at a community college as long as they remain on active duty as of the residence determination date. If that member of the armed forces of the United

States who is in attendance at an institution is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, he or she shall not lose his or her resident classification so long as he or she remains continuously enrolled at that community college. Please note that exclusions or limitations from residency classification for active military duty students related to students “seeking a graduate degree” or “members of the armed forces who were assigned for educational purposes to state-supported institutions of higher education” are no longer applicable under the current statute and federal law. *(The Chancellor’s Office has concluded that service in the California National Guard does not constitute being a member of the Armed Forces of the United States for Education Code sections 68074 and 68075.)*

## Registration

The schedule of classes provides detailed instructions on the procedures involved in registering for classes. Students may register online in accordance with the dates identified in the Class Schedule. **Attending courses without being formally enrolled is considered auditing. In order to audit a course, the student must complete the auditing process.**

Students who have an incomplete application, dismissal or probationary issues, an outstanding financial obligation or have not completed orientation and assessment will not be allowed to register for classes until the issue is resolved. Examples of obligations falling under this policy include but are not limited to: returned checks, unpaid loans, equipment breakage, unpaid library fines, and registration fees.

The college reserves the right to cancel any class that does not meet the minimum size requirements established by the district. In some cases, cancellation may take place before the first class meeting. Students will automatically be mailed a refund of the enrollment fees for any class cancelled by the college.

## Late Registration

Applicants who do not enroll during the registration period may enroll online using a *Web Authorization* sticker, which is received from the instructor, once classes begin. Keep in mind that an instructor may refuse to admit a late registrant when the work missed cannot reasonably be made up, when the class is full, or when normal progress in the course would be impossible or unsafe. Students will not be enrolled into a class if the deadline date for admissions has passed. Do not attend class on or after census date.

## Waitlist

Waitlisting gives students the opportunity to be first in line to register for sections that are already full. For example, if a person drops from a course, then the individual at the top of the waitlist will have the first opportunity to register and fill that empty seat. Waitlisting is available on most classes. Students will be notified through Valley College student email.

## Enrollment Fees and Refunds

### Required Fees

| Fee   | Amount                           |
|---|----------------------------------|
| Enrollment Fee  | \$46 per unit                    |
| Enrollment Fee -Non-California Resident (Non-residents must pay all fees required of residents plus non-resident tuition). Exemption if enrolled in 6 or fewer units. | \$332 per unit                   |
| All Non-California Resident Applicants- Capital Outlay  | \$33 per unit                    |
| Campus Center Fee   | \$1 per unit (\$10 max annually) |
| Health & Accident Fee   | \$22                             |
| Transportation Fee (GO Smart)   | \$8 (\$9 for 6 units or more)    |
| Student Representation Fee  | \$2                              |

### Payment of Fees

Payment is due at the time of registration.

- Payment can be made online through WebAdvisor, or,
- Drop the payment (check or money order) WRITE STUDENT ID NUMBER ON CHECK/MONEY ORDER in the Admissions and Records drop box located outside the Admissions and records office. (ADSS-100).
- As the student, you are responsible for dropping classes by the stated deadlines. If you register for a class and later change your mind, it is your responsibility to drop the class. You may be responsible for some or all of the fees for dropped courses as per the District Refund Policy (noted below).
- If you are a financial aid recipient, your award will not cover all of your fees. You are responsible to submit payment for any balance due.

## Outstanding Balances

An outstanding balance will result in a HOLD placed on your account.

A hold is placed on all student accounts with past due fees. The hold prevents students from registering for courses, and receiving certificates and diplomas. Additionally, students may not be able to participate in additional school activities, such as, field trips, while account is on a financial hold. The Financial/Outstanding Balance Hold will be released upon receipt of full payment.

## Refunds

### 1. Designated fees include:

- Enrollment
- Non-Resident Tuition
- Parking
- Health
- Accident Insurance
- Student Center
- SBVC Student Representation
- Transportation

### 2. Military service exception:

- If a student who is a member of an active or reserve military service receives orders compelling a withdrawal from courses, the District shall, upon petition of the affected student, refund the entire enrollment fee unless academic credit is awarded.



**3. Refund schedule:**

This refund schedule applies to all fees listed in Section A:

- Fees are collected in error – Fees collected in error will be refunded in their entirety.
- Class cancelled by the college – If a class is cancelled by the college, enrollment and/or non-resident tuition fees will be refunded in their entirety. If that cancellation results in a student's withdrawal from the college, refunds of the appropriate fees listed in Paragraph A will apply.

**4. Withdrawal from the college:**

- Enrollment Fee/Non-Resident Tuition – If a student withdraws during the first two weeks of a full-term class or during the first 10% of a short-term class, enrollment fees and non-resident tuition fees will be refunded;
- Parking fee, Health fee, Accident Insurance fee, Student Services Card fee, Student Center fee, Student Representation fee, and Capital Outlay Fee – In order to be eligible for a refund, a student must withdraw prior to the first day of the term and attach decal/proof to refund request within 30 days of instruction.
- Unit Reduction – If a change of program within the first two weeks of a full-term class or during the first 10% of a short-term class results in a reduction in the number of units taken, the enrollment fee or non-resident fee will be refunded at the per unit cost of the reduction.
- A student who withdraws from a class or the college after the second week of instruction for a full-term class or the first 10% of a short-term class is not eligible for any refund.
- It is the student's responsibility to drop classes and pay all fees incurred.

**5. Refund processing fee:**

A charge of \$10.00 will be collected for each refund transaction not to exceed \$10.00 per student per semester, except for cancelled classes or over-payment. Students must drop a class before it begins in order to not incur fees.

It takes approximately six to eight weeks to process a refund check. If a student wishes to apply the refund credit toward registration in another class, he/she must submit the drop and add at the same time.

of students auditing a course shall not be included in computing the apportionment due to the District.

## Adding a Class

Registered students may add a class during a designated period at the beginning of each semester. Once the web registration period has passed, a *Web Authorization* code, obtained from the instructor, is needed to change a schedule. If a schedule is revised in such a way as to change the total number of units taken, the amount of enrollment fees will also change. All fees are due at the time the change is made.

## Veterans

San Bernardino Valley College offers courses approved for Veterans Administration benefits under Title 38, Chapters 30, 31, 33, 35, and 1606 of the U.S. Code. An enrollment certification will be returned when a veteran or an eligible dependent has completed the following:

- Filed an official transcript of all previous work taken at other colleges or universities with the Records Office (These records have to be evaluated and appropriate credit granted);
- Student must see a counselor to have their program approved and to develop an education plan<sup>1</sup>. The program must be listed in the College Catalog;
- To be certified, students must enroll only in the classes listed on an education plan<sup>1</sup>.

<sup>1</sup> Veterans and their eligible dependents are responsible for notifying the department of any changes.

## Auditing Courses

Students who have been admitted to SBVC are eligible to apply to audit courses at the college. Students must meet all course prerequisites. It is the responsibility of the student to provide documentation that the prerequisite(s) has been satisfied. Auditing enrollment is permitted only on a space available basis. A student may enroll in a course for audit only if they have not enrolled in that course for credit during the same semester.

Students shall complete an audit application. Any instructor may refuse auditing without explanation. Credit students will always receive registration priority and space in the classroom over student(s) that are auditing the course. Once audit enrollment is completed, no student will be permitted to change their enrollment from audit to receive credit nor is a student permitted to change enrollment from credit to audit. The course audited cannot be used as a prerequisite.

The fee for auditing is \$15 per unit. A student enrolled for credit in ten (10) or more semester credit units will not be charged a fee to audit three (3) or fewer units per semester. Students must also pay all mandatory student fees. Audited classes do not count towards units for financial aid, veteran's benefits, full-time student status, or any other purpose. No refund will be permitted after enrollment per BP/AP 5033. Classroom attendance

# ENROLLMENT AND ORIENTATION/ASSESSMENT PROCESS

## AB 705

Assembly Bill 705, which took effect on January 1, 2018, requires a community college district or college to maximize the probability that the student will enter and complete transfer-level coursework in English and Math within a one-year time frame. Colleges are required to use high school coursework, high school grades, and high school grade point averages as a means of placement into English and Math courses. Please consult with a counselor for additional information. See AB-705 website (<https://www.valleycollege.edu/student-services/ab-705/>) for additional information.

## Application Procedures

1. **All new and returning students must apply online at:** [www.valleycollege.edu](http://www.valleycollege.edu) (<http://www.valleycollege.edu/>).
2. **Transcripts of prior work:**  
Students must have official transcripts of all college work not completed at San Bernardino Valley College sent to the Admissions and Records Office if planning to attend. **If the student does not submit an application, the transcript will be destroyed.**
3. **Orientation/Assessment/Advisement:**  
All new students are required to participate in Orientation and Assessment unless specifically exempted from this process. When submitting an application for admission, applicants will receive an SBVC student ID number and will need to complete a Student Orientation Session and the Guided Self-Placement Process.

## Student Orientation Session

College is quite unfamiliar to first semester college students. Orientation to college will dispel most of these unfamiliarity's about SBVC. Through orientation, students will understand course offerings and services including expectations, college life and responsibilities, as well as, the college culture.

The Student Orientation Session can be completed online or on campus during peak registration.

- For online session, visit web site: [www.valleycollege.edu/webadvisor](http://www.valleycollege.edu/webadvisor) (<http://www.valleycollege.edu/webadvisor/>) or
- Make an onsite appointment for group session in the Assessment Center (AD/SS 101).

## Guided Self-Placement Process

Students completing the Matriculation Process can now receive both math and English placement in about 10 minutes using the Guided Self Placement (GSP) Tool. Clicking on the link below will direct you to your WebAdvisor Student Portal where you can complete a short questionnaire for initial Math and English placement. Once you log into WebAdvisor, you will need to click the (Online Placement SBVC) link in order to complete the Guided Self-Placement questionnaire.

Direct Link: WebAdvisor (<https://webadv-prod.ec.sbccd.edu/WAProdSBVCSec/WebAdvisor/?TYPE=M&PID=CORE-XWMAIN&TOKENIDX=8274487304>)

Average completion time for GSP is about 5 - 10 minutes.

SBVC uses an online Guided Self-Placement questionnaire in place of assessment. The questionnaire is primarily used to assist students in the following:

- Identify skill levels in English, Reading, and Math.
- Meet class prerequisite requirements.
- Choose appropriate classes.
- Develop student educational plan.

New students are required to meet with a counselor for an education plan prior to registering for classes. Visit the Counseling Center for more information.

## Student Exemption

Students may be exempt from the Guided Self-Placement questionnaire/assessment if they:

- Received a grade of "C" or better in a prerequisite English course at the college level.
- Received a grade of "C" or better in a prerequisite Math course at the college level.

Students may be exempt from completing the Guided Self-Placement questionnaire/assessment if they meet at least one of the following criteria:

- Associate Degree or higher from a regionally accredited college or university;
- Earned a score of 3.0 or higher in Advanced Placement Tests in English and math;
- Enroll in courses to achieve or maintain certificate or license requirements which do not require math, reading, or English prerequisites;
- Enroll in courses for personal enrichment, which do not require Math, Reading, or English prerequisites. A maximum of 12 units may be taken prior to Assessment.

*For the determination of your exemption, please speak with a Counselor.*

## Policy on the Guided Self-Placement Process/Assessment

All students entering San Bernardino Valley College are required to complete the Guided Self-Placement questionnaire/ESL assessment process unless exempted. Students may NOT retake the Guided Self-Placement questionnaire unless recommended by the department chair or division dean or recommended by the Student Policy and Scholastic Standards Committee in accordance with the exemption permitted by the SBVC Policy on the Guided Self-Placement/ESL Assessment. Students who retake the Guided Self-Placement will be advised that the most current results will supersede all other results.

Students may satisfy the prerequisite for English, math, and reading through: Completing the Guided Self-Placement questionnaire/ESL assessment process. Satisfactory completion of the prerequisite course. Previously enrolled high school students can retake the Guided Self-Placement questionnaire after they have graduated.

**Here are questions students most often ask about the guided self-placement questionnaire/assessment:**

**Q. Why complete the Guided Self-Placement questionnaire/assessment?**

**A.** The Guided Self-Placement questionnaire is designed to assist in the process of guiding students in proper English, Reading, and Math transfer level courses. During the Orientation/Advisement session following the completion of the Guided Self-Placement questionnaire, students will be introduced to the college's services. After the Guided Self-Placement questionnaire is processed, the counselor will assist in selecting appropriate courses for the semester.

**Q. If I do not do well with the Guided Self-Placement questionnaire/assessment, will I still be able to attend San Bernardino Valley College?**

**A.** Yes. This is not a pass/fail exam. It is a tool to help students and counselors make appropriate educational plans.

**Q. How long will it take to complete the Guided Self-Placement questionnaire/assessment?**

**A.** Approximately Thirty Minutes.

**Q. What if I need disability-related accommodations to complete the Guided Self-Placement questionnaire/assessment?**

**A.** If a student has a learning or physical disability that requires reasonable accommodation to complete the questionnaire, please contact Disabled Student Programs and Services (DSPPS) in AD/SS 105.

**Q. Do other colleges require students to complete a Guided Self-Placement Process?**

**A.** Yes. Every community college in California is required to allow all new students to self-select what level of English, Reading, and Math they begin with.

**Q. Does a counselor discuss my Guided Self-Placement results?**

**A.** Yes. Counselors are the best resource to tell students how to interpret placement skills.

# STUDENT SUPPORT PROGRAMS AND SERVICES

Services for Students (p. 28)

Financial Aid Programs (p. 34)

Student Rights and Responsibilities (p. 36)

Student Success and Support Program (SSSP) (p. 49)

## Services for Students

### Art Gallery

**Hours:** Fall and Spring semesters: Monday - Friday, 10 am to 2 pm

**Phone Number:** (909) 384-8939

**Website:** (<https://www.valleycollege.edu/artgallery/>)

The Clara and Allen Gresham Art Gallery displays the work of national, regional, local and student artists in 10 - 16 exhibits each year. The hosted receptions that open each show enable the public to meet the artists and instructors. During some shows, the artists will show slides and discuss their work.

### Athletics

**Phone Number:** (909) 384-8516

San Bernardino Valley College is proud of the success of its athletic teams. Men's sports include football, basketball, baseball, track, cross-country, and soccer. Women's sports include basketball, volleyball, soccer, softball, track, and cross-country. Students interested in competing on an inter-collegiate team should contact the Director of Athletics.

### CalWORKs

**Location:** Campus Center (CC) 208

**Phone Number:** 909-384-4465

**Website**

CalWORKs: (California Work Opportunity and Responsibility to Children) is a welfare reform program established by Assembly Bill (AB) 1542. The San Bernardino Valley College CalWORKs Program is designed to assist students receiving County CalWORKs in enhancing and achieving educational goals and employment self-sufficiency. Students who meet the following criteria are eligible for the following services: book vouchers, book loans, computer lab access, parking permit vouchers, gas cards, nutrition program, childcare assistance, academic counseling, and employment assistance. To obtain additional information, or to enroll in the CalWORKs Program, please call or visit the CalWORKs and Workforce Development Department.

### Campus Business Office

**Location:** AD/SS 206

**Hours:** 8:15 a.m. to 4:45 p.m., Monday - Thursday and 8:15 a.m. to 4:15 p.m. on Fridays

**Phone Number:** (909) 384-4453

**Website**

The Campus Business Office coordinates the on-line sale of parking permits, processes pay-in-person parking permits, receives payments for college functions; and, distributes financial aid, scholarship, care and loan

checks to students. In addition, the staff supports accounting services and processes deposits for the ASB, clubs and trust accounts.

### Campus Child Development Center

**Hours:** 7:00 a.m. to 4:00 p.m., Monday-Friday

**Phone Number:** (909) 384-4440

**Website**

The SBVC Child Development Center is a licensed facility designed to meet the developmental needs of children from birth through pre-Kindergarten. Our environment nurtures the child and embraces the family. We have an open door policy and encourage all families to participate in the Center. Fees are assessed on a sliding scale (according to state guidelines), and can range from \$0 to \$49.85 per day, depending on income of the parent(s). Call for a tour of the Center and further eligibility and enrollment information.

### Campus Store

**Hours:**

Monday - Thursday: 8:00 a.m. to 4:00 p.m.

Fridays: 8:00 a.m. to 3:00 p.m.

Saturday and Sunday: Closed

**Phone Number:** (909) 384-4435

**Website**

The Campus Store, located in the Campus Center, sells textbooks, general books, electronics and a wide variety of supplies, apparel, sportswear, accessories, snacks, beverages and college logo and imprinted items.

### Campus Technology Services

#### 24/7 Technical Support

SBCCD Technical Assistance Center (STAC)

**Phone Number:** (909) 384-4357

**Website:** (<http://support.valleycollege.edu>)

The Campus Technology Services Department manages the technology systems and provides technology support services for the campus community.

#### Wireless Internet Services

Wireless Internet services are available by using the following information:

**SSID:** SBVC - Portal

**Username:** Student Email Address

**Password:** Student Email Password

*(May be asked to trust a certificate)*

#### Copiers (For Student Use)

**Locations:**

- Library
- Applied Technology Building (Hallway)
- Student Success Center (PS Building)

**Features:**

- Printing from your flash drive
- Scan to your flash drive
- Scan to your email
- B/W and Color copies

## Printers (For Student Use)

### Locations:

- Library
- Cyber Lounge

## Clubs and Organizations

**Location:** Campus Center (CC) 128

**Phone Number:** (909) 384-4474

Email (studentlife@valleycollege.edu)

### Website

Students are invited to join one of the various campus clubs – or start one of their own! For more information about campus clubs, please stop by the Office of Student Life or contact us via email or phone. For a list of available clubs and upcoming events, visit our website.

## Counseling Center

**Location:** AD/SS 103

**Phone Number:** (909) 384-4404

### Website

*The Counseling Department is committed to ensuring a safe and supportive environment and valuing individual lived experiences. Counselors are essential in providing student-centered counseling services and ensuring equitable access and empowerment to a diverse community of learners.*

The Counseling Center serves as advocates and allies to all students. Counseling faculty are available to assist students in making informed decisions about their academic, career, and life goals and to provide appropriate information and guidance to ensure that courses selected in an educational plan meet the requirements for associate and associate-transfer degrees, certificates, university transfer, and/or career advancement. Additionally, counseling faculty build a connection with students by utilizing a student-centered approach, as we understand that life happens and pathways change, but we are here to help them to stay on the right path to be successful.

The Counseling Center is committed to working towards student equity and inclusion by increasing student success and completion. As well as being advocates for our students by being up-to-date on the latest initiatives including within the framework of Student Success Act of 2012, AB 705, and Guided Pathways. By virtue of these laws, students are required to undergo the following:

- College orientation
- Guided-Self Placement
- Academic advising for basic skills as applicable
- Identification of a course of study (commonly called a major)
- Initial education planning leading to a comprehensive education plan
- Follow-up services to complete their academic goals within a reasonable time

Services that are available through the Counseling Center that include but not limited to the following:

- Educational and career planning including the development of students abbreviated and comprehensive education plans for students
- Assistance with appointments for abbreviated education plans for one to two semesters to accommodate immediate scheduling needs for registration are scheduled during the entire academic year

Note: Due to the influx of students during peak registration periods, it is highly recommended that appointments for a comprehensive education plan be made during non-peak registration periods from September until mid-October, February, and March. The comprehensive education plan covers all semesters required for the achievement of a student's educational goal/s.

- Personal counseling to meet the short-term needs of students with personal concerns which impact their academic life
- International student counseling to meet specialized enrollment and counseling needs of students with F-1 Visas
- Comprehensive counseling for various special populations/learning communities, such as Puente, veterans, and athletes

Counseling services are provided to prospective, new, and continuing students on an individual and/or group basis as well as online. Students may be assisted by appointment via in-person, virtually, or through the virtual Drop-in Lobby. To make an appointment, please call or view the Counseling website. For additional information, visit our website (<https://www.valleycollege.edu/student-services/counseling/>).

## Dreamers and Dreamers Resource Center (DRC)

**Location:** Liberal Arts (LA) 121

**Phone Number:** (909) 384-8915

Email (dreamers@valleycollege.edu)

### Website

Instagram: @sbvc\_drc

San Bernardino Valley College's Dreamers Resource Center (DRC) is designed to improve student success and help to successfully transition undocumented students, AB540 students, DACA students, Dreamer students and those from mixed status families into college. The center provides academic advising, counseling, referrals to student services programs and community legal resources in a welcoming and safe environment where Dreamers can connect with campus and community resources. Dreamers visiting the DRC are provided resources intended to assist students in completing their educational and career goals. Bilingual services are available (English and Spanish) *Hablamos Español*.

The center is part of the First-Year Experience program. Staffing the DRC are a full-time counselor, adjunct counselors, Dreamer's liaison, and student ambassadors. We also have designated Dreamer's Liaisons on different departments throughout campus that support Dreamer students with completing financial aid applications and additional paperwork required. Students who are part of our program will receive textbook assistance, financial aid information and have access to our computer lab where they will be able to print for free. Some of the requirements to be part of our program are to meet with one of our counselors, participate in 2 workshops and complete a progress report each semester.

## Extended Opportunity Programs and Services (EOPS) and Cooperative Agencies Resources for Education (CARE)

**Location:** AD/SS 202

**Phone Number:** (909) 384-4412

### Website

Extended Opportunity Programs & Services (EOPS) is a state-funded student services program designed to provide academic counseling and

specialized support services to students who are both economically and educationally disadvantaged. The EOPS Program promotes student success by way of extended counseling support, priority registration, and textbook purchase assistance - just to name a few. Participation in this program is open to California residents and to AB540 students who are eligible for the California College Promise Grant (formerly known as Board of Governor's Fee Waiver) A or B, have completed less than 70 degree-applicable units, are enrolled or plan to enroll full-time each fall and spring semester, and are considered educationally disadvantaged based on responses to questions on the EOPS application. EOPS-eligible students who are also single-head of household, have at least one dependent child under age 18, and currently receiving CalWORKs benefits for self and/or for dependents may also be eligible to participate in Cooperative Agencies Resources for Education or the CARE Program. In addition to the EOPS services mentioned above, the CARE Program provides grants, single-parent conferences and seminars, meal vouchers and school supplies. All EOPS and CARE support services are contingent upon funding. Fall applications are accepted as early as March each year, and Spring applications are accepted as early as October.

## First Year Experience Program (FYE)

**Location:** Liberal Arts (LA) 132  
**Phone Number:** (909) 384-8988  
**Website**

The San Bernardino Valley College (SBVC) First Year Experience (FYE) program is designed to successfully transition first year students into college. FYE provides a supportive and welcoming environment where first year students connect with student support services on campus to ensure student success.

### FYE Offers:

- Guaranteed courses, no competing for classes;
- book assistance and supplies;
- embedded academic counseling that focuses on educational and career goals;
- study groups and learning communities; supplemental instruction;
- enhanced study skills;
- how to utilize library resources to conduct research;
- mandatory workshops, tutoring, fieldtrips, mentoring and service learning projects
- connections with student support services and
- successful transition into college

## Food Service/Snack Bar

### Locations:

- **Cafeteria:** Main floor of the Campus Center
- **Snack Bar:** Outside the PS Building
- **Sunroom:** Main floor of the Campus Center

The Campus Cafeteria is available year round for hot meals fresh off our grill. During the fall and spring semesters, our Snack Bar provides a selection of pre-packaged sandwiches, salads, snacks, and hot and cold beverages. Food and drink items can also be obtained from the vending machines located throughout the campus. During the fall and spring semesters, the college's award-winning Culinary Arts program operates an on-campus restaurant, The Sunroom. The Sunroom offers a variety of sandwiches, salads, and daily specials at a nominal price.

## Guardian Scholars/Foster Youth Services

**Location:** Liberal Arts (LA) 128  
**Phone Number:** (909) 384-8287  
 Email (guardianscholars@valleycollege.edu)  
**Website**

The Guardian Scholars Program provides supportive services to current and former foster youth between the ages of 17 and 26 years of age who have experienced foster care and helps them to excel in higher education. Our program is designed to provide assistance and support to students with educational goals and practical day-to-day needs to ensure that full advantage is taken of college life, both inside and outside the classroom. Our program is a safe place where students can come and create a community with the staff and their fellow students to help them achieve their academic goals.

## The Huddle (Student Athlete Academic Center)

**Location:** Computer Technology Services (CTS) 107  
**Phone Number:** (909) 384-4427  
**Website**

The Huddle supports and enables student athletes to utilize and integrate the academic resources provided by The Huddle, SBVC Athletics, and Counseling to promote academic success and increase retention, graduation, and transfer rates. The Huddle assists prospective, current, and former SBVC student athletes with their matriculation to SBVC, their academic success at SBVC and their transfer from SBVC to a four-year university.

### Services Provided by The Huddle include:

- Academic Counseling and Advisement
- Computer Lab Access
- Free Tutoring (Individual or Group)
- Printing Access
- Registration Assistance
- Study Space

## Parking Regulations

Parking decals or daily permits are required to park in all college streets and lots. Follow all parking restrictions and regulations as noted by posted signs and colored curbs. All parking decals are purchased online. Login to WebAdvisor and click on "SB Valley Student Parking Decals." Daily permits may be purchased from dispensers located in Student Parking Lots 1, 3, 5, 7, 8, 9, 10, and 11.

### Parking Decal Fees

| Fee                           | Amount  |
|-------------------------------|---------|
| One Semester (Fall or Spring) | \$35.00 |
| with BOG Waiver               | \$20.00 |
| Summer Session                | \$20.00 |
| Daily Permit                  | \$ 3.00 |

Individuals with disabilities must display a valid DMV Handicap Permit placard and a valid college parking decal/permit to park in designated disabled parking spaces. The Board of Trustees of the San Bernardino Community College District, its administration, or other employees are not and shall not be liable under any circumstances for loss or damage to

vehicles or contents thereof parked or stored on District property by fire, theft, or any other cause whatsoever.

## Puente Project

**Phone Number:** (909) 384-8255

**Website**

The UC Puente Project is a national award-winning program that helps tens of thousands of educationally disadvantaged students who enroll in four-year colleges and universities, earn degrees, and return to the community as leaders and mentors for future generations. UC Puente has been at SBVC since 1984 and is a successful statewide transfer program sponsored by the University of California and the California Community Colleges. Puente consists of three components: Writing, Counseling, and Mentoring. Students take two consecutive writing classes: ENGL 101 and ENGL 087 in the Fall and ENGL 102 in the Spring. Students build confidence in their writing skills through an exploration of Mexican/ American/Latino literature. These English classes are linked with a one-unit class, SDEV 015 in the Fall, and SDEV 102 for three (3) units in the Spring. Puente is open to all students.

- Puente students have access to a Puente Motivational Conference in the Fall Semester and to cultural activities year round.
- Puente Students complete their English course sequence requirement to transfer to a CSU or UC in one year.
- Students have the option to receive resources such as a Google Chromebook while they are part of Puente, assigned textbooks for Puente classes, and free four-year university and cultural trips.

## Scholarships and Awards

**Location:** Campus Center (CC) 226

**Phone Number:** (909) 384-4471

**Website**

Scholarships are offered each year to students enrolled at San Bernardino Valley College and detailed information is available to students year-round at the SBVC Scholarship Website. There are two types of scholarships available to students, *Inside Scholarships and Outside Scholarships*. Most scholarships are funded through businesses, associations and college organizations; however, some are funded through individual donations to the SBVC Foundation. Scholarship recipients are selected based on a wide variety of criteria including, in some cases, academic achievement, financial need, community service and barriers or obstacles to their education.

The Scholarships Office administers the program in conjunction with the SBVC Scholarship Committee, which is composed of faculty and staff from across the campus. Students who have completed 12 units or more at SBVC may apply for the Inside Scholarship, which includes over 100 individual scholarships by completing the online application between October and January each year.

Outside Scholarship information is available 12 months out of the year, and scholarship workshops are available to assist students with the process. Scholarship workshops are especially helpful for first time applicants and specialized populations such as AB540, disabled students, foster youth, transfer students, re-entry students and other students facing challenges to funding their education. Students are advised to check the website monthly for workshop schedules, updates and new scholarship postings.

## STAR Program

**Location:** AD/SS 201

**Phone Number:** (909) 384-4433

**Website**

The STAR (Success Through Achievement and Retention) Program is a federal Student Support Services TRIO program designed to increase the graduation and transfer rate of students who qualify (based on academic need, U.S. citizenship or legal residency status, first-generation college student status, and/or physical or learning disability). The purpose of STAR is to provide a counseling, learning, and overall support community that will empower students to complete their educational degree and/or certificate requirements and obtain an A.A., A.S., or Certificate and/or transfer to a four-year university. Participants receive academic and personal counseling, academic workshops, transfer advising, tutoring, financial aid counseling, field trips to four-year universities, computer lab and limited free printing, and an opportunity to attend cultural enrichment activities.

## Student Accessibility Services (SAS)

**Location:** AD/SS 105

**Phone Number:** (909) 384-4443

**Website**

**Email**

*Formerly Disabled Student Programs and Services (DSP&S)*

The mission of Student Accessibility Services (SAS) for San Bernardino Valley College (SBVC) is that all students will have the tools necessary to compete globally by strategically utilizing the skills learned from their individual collegiate experiences at SBVC. SAS team members will facilitate growth, inclusion, and critical thinking to develop leadership and address the diverse learning abilities of students. As a result, students will cultivate strategic ways of navigating their academic, social, and personal goals through self-advocacy, campus involvement, and community awareness that will propel them to continue their educational and career opportunities. The vision of SAS is that staff members are here to support students and their academic endeavors. As students utilize the services they need, it is our intention to encourage students with the skills necessary for them to advocate for the equitable educational opportunities they deserve.

Academic adjustments and auxiliary aids include alternate media, assistive technology, American Sign Language interpreters, assistive listening devices, spell checkers, tape recorders, magnification devices, specialized keyboards, and computer-assisted real time transcription. Services include SAS intake and orientation, learning disabilities assessment, academic counseling/advising, education planning, disability-related counseling, personal counseling, vocational counseling, vocational plans, referral to campus and community resources, note takers, campus orientation, priority registration, registration assistance, assistive technology assessment and training, scribes, e-text, and test-facilitation. Educational assistance courses provide specialized instruction and tutoring in math, reading, and spelling.

Students with permanent or temporary disabilities may apply for SAS. Decisions regarding eligibility are made on an individual basis. For more information, contact SAS by phone at (909)384-4443, by email (sbvczas@valleycollege.edu), or visit the SAS Office in the Administration/ Student Services Building, Room 105.

## Student Health Services

**Location:** Parking Lot 8, South of the Track and Football Field

**Phone Number:** (909) 384-4495

**Website**

Student Health Services provides services to keep students healthy so they can achieve their academic goals. Our integrated facility offers both physical and mental health services provided by a variety of skilled counselors and practitioners. Educational experiences are also provided to support students in developing and maintaining optimal levels of health and quality of life. There is no charge for office visits, however a nominal fee is charged for medication, lab tests, and immunizations. A Health fee is paid at the time of registration to support Student Health Services. The amount of this fee is posted in the *Class Schedule*. In addition to the health fee, International Students attending SBVC on a student visa must purchase international insurance through the Counseling Center, which covers repatriation and medical evacuation expenses in addition to medical coverage. They must also provide a negative tuberculin skin test or a chest X-ray.

Students are not charged the health fee if they qualify for one of the following exemptions:

- Apprentices attending college under an approved training program;
- Students attending college classes on high school campuses;
- Students enrolled only in community services classes;
- Students who depend exclusively upon prayer for healing in accordance with the teachings of a bonafide religious sect, denomination or organization (documentation required).

Those students who do not attend classes on campus, or who are registered only for Distributed Education classes, will pay only an accident insurance premium of \$1.50 per term. This is a secondary insurance and requires a \$50 deductible.

## Student Life & Associated Student Government (ASG)

**Location:** Campus Center (CC) 128

**Phone Number:** (909) 384-4474

**Email**

**Website**

The Office of Student Life assumes a leadership role in creating a campus environment that integrates the learning experience, which complements the academic curriculum. Programs and services are provided to enhance students' ability to learn and develop the life skills necessary to become productive and caring members of our global society. Student participation in the design and implementation of campus wide programs provides opportunities to develop and enhance characteristics of leadership, interpersonal skills, and personal growth. The office provides structured activities, programs, services, resources and facilities to accomplish this mission.

### Associated Student Government

**Location:** Campus Center (CC) 128

**Phone Number:** (909) 387-1611

**Website**

The Associated Student Government (ASG) is the official student government organization of San Bernardino Valley College. The ASG represents all SBVC students. The primary responsibility of ASG

members is to represent student interests on college, district and statewide committees. In addition, they plan and manage various ASG accounts, including the Student Body Center Fee Account, the Student Representation Fee Account and the General Account. Funds from these accounts are used to support various activities, advocating efforts and Campus Center services and programs. Students can become active in ASG either by running for office during the spring semester or by applying to be appointed to any vacant positions during the fall semester. Appointments are at the discretion of the ASG President with Board of Senators ratification.

## Transfer and Career Services

**Location:** AD/SS 203

**Phone Number:** (909) 384-4410

**Website**

The Transfer Center is open to students planning to transfer to any four-year college or university and/or seeking career counseling and information. The center provides the following transfer services and annual events:

- Transfer, Honors, and Career Counseling by appointment or walk-in
- One-on-one appointments with a four-year college or university representative in the Transfer Center
- A variety of university representatives in the Library Walkway during the spring, summer, and fall semesters
- Transfer requirements relative to four-year college or universities.
- Transfer orientation sessions
- Assistance with major selection
- Credit evaluations
- Transfer agreements
- Information about special programs such as TAP, TAG and Cross Enrollment
- Field trips to four-year institutions
- A monthly calendar of events
- A monthly newsletter

**Annual Events:**

- TAG, UC, and CSU University Application Workshops in the fall semester
- Transfer/College Fairs in the spring and fall semesters
- Transfer Celebration and Reception in the spring semester
- Transfer 101 Conference in the spring semester

Career counseling is available to assist students with career development and planning process, and resources that assist students with identifying career goals that will prepare students to meet the demands of the global job market. Multiple career assessments are available. The various assessments focus on personality, interest, abilities and skills. The Career Counselor provides assistance with resume writing, mock interviews and cover letters.

Transfer materials can be requested from the Transfer Center.

Please call, stop by the Transfer Center, or check the above website to schedule an appointment on-line.

## Umoja-Tumaini Program

**Location:** AD/SS 203 and Physical Science (PS) 138

**Phone Number:** (909) 384-8950 or (909) 384-8651



## Website

Umoja-Tumaini is a statewide program designed to increase academic and personal success, and promote transfer to four-year colleges and universities. Umoja-Tumaini targets students who are interested in learning about African American history, literature, and culture. Umoja-Tumaini instructors and counselors use collaborative and other community building strategies to enhance students' learning potential in and out of the classroom. The Program is a learning community and combines elements of counseling and other courses (Student Development, Math and African American History) to assist students with the rigors of college life. The mission of Umoja-Tumaini is to retain students at the community college level, assist students in grading with an associate degree or certificate, and increase transfer readiness to a four-year college or university.

### The benefits from Umoja-Tumaini include:

- Fostering high self-confidence and pride in one's cultural heritage;
- Developing critical thinking, reading, and writing skills that are needed for college and future career success;
- Researching occupational interest through various sources;
- Individual and group access to counselors, college workshops, guest speakers, professional mentors, and college tours. Umoja-Tumaini is open to all students.

## Valley 360 Resource Center (The Pantry)

**Location:** Left Side of the Library

**Email**

**Website**

The Valley 360° Resource Center provides food, clothing, hygiene, and baby items (subject to availability) for hundreds of San Bernardino Valley College students, allowing them to focus more time on their academics and pursuing their professional and personal goals. Students can pick up pre-packaged food and/or hygiene bags with their student ID card or number. Limit one (1) visit per week. The Valley 360° Resource Center is located on the left side of the Library, facing AutoZone. For more information and current hours, visit our website or email us.

## Veteran's Resource Center (VRC)

**Location:** Campus Center (CC) 133

**Phone Number:** (909) 384-4411

**Website**

**School Certifying Official:** [veterans@valleycollege.edu](mailto:veterans@valleycollege.edu)

San Bernardino Valley College (SBVC) Veteran's Resource Center assists veterans for the following benefit programs:

- Chapter 30 – Active Duty Educational Assistance Program
- Chapter 31 – Veteran's Administration Vocational Rehabilitation
- Chapter 33 – Post-9/11 GI Bill®
- Chapter 33TR – Post-9/11 GI Bill® Transfer to VA Dependents
- Chapter 35 – Survivors and Dependents Educational Assistance Program
- Chapter 1606 – Selected Reserve Educational Assistance Program

Veterans and/or dependents seeking to use VA Educational Benefits should apply online at [www.va.gov](http://www.va.gov) (<http://www.va.gov>). If eligible for VA educational benefits, the student will receive two copies of the Certificate of Eligibility (COE). One copy of the COE must be submitted to the Veteran's Services office at the student's home college location and the other copy

should be kept by the student for his/her personal records. All Veteran and/or dependent students must follow San Bernardino Valley College's enrollment policies and procedures in order to register into classes.

### VRC Resources Include:

- Counseling-Academic & Wellness
- Free Printing/Computer Lab
- GI Bill® Certification/VA Liaison
- Graduation Sashes
- Lounge
- Networking
- Scantrons/Green Books/Stationary Supplies
- Tutoring
- Vet Club
- Veteran Work Study

Students must apply online to San Bernardino Valley College and complete any required assessment testing and online orientation. Veterans and/or dependent students are also required to agree and submit a Veteran's Statement of Responsibility every semester to request a benefits certification to the School Certifying Official ([veterans@valleycollege.edu](mailto:veterans@valleycollege.edu)). Students may also be eligible for other types of financial assistance are encouraged to submit the Free Application for Federal Student Aid (FAFSA) online (<https://studentaid.gov/h/apply-for-aid/fafsa/>).

Students must set up an appointment with a VA Educational Counselor to complete our VA Student Education Plan (SEP). Once the VA-SEP has been completed, Veteran's Services will verify that the classes are included on the VA-SEP and certification will be submitted to the VA for benefit processing. If you have questions regarding benefit payments or how to retrieve a copy of your *Certificate of Eligibility*, please contact the VA at (888) GIBILL-1 or visit the website <https://www.ebenefits.va.gov/>. Veteran students may be eligible for priority registration at SBVC. It is the students' responsibility to submit a copy of their DD214 (Service 2 or Member 4 Copy) to the Veteran's Services office to verify eligibility.

Dependent students must complete the admissions process but are not eligible for priority registration. For additional assistance, you may contact the SBVC Veteran's Resource Center or the School Certifying Official ([veterans@valleycollege.edu](mailto:veterans@valleycollege.edu)).

## Welcome Center

**Location:** AD/SS 102

**Phone Number:** 909-384-8766

**Website**

The Welcome Center is a one-stop location where new and prospective students can find information about the college's academic programs, access to computers, and directions to various student support services on campus. Students can also get quick access to class schedules, registration information, and a variety of campus publications such as the student handbook, maps and the college catalog.

## WorkAbility III

**Location:** Campus Center (CC) 208

**Phone Number:** 909-384-4465

**Website**

WorkAbility III (WAIII) is a program developed in collaboration with San Bernardino Valley College and the California Department of Rehabilitation

(DOR). The purpose of the program is to assist DOR clients/students in acquiring employability skills and confidence. Guidance will be provided to clients/students in securing meaningful employment opportunities. "Self-Sufficiency" is the overarching goal. To obtain additional information or to enroll in the WorkAbility III Program, please call or visit the CalWORKs and Workforce Development Department.

## Workforce Innovation & Opportunity Act (WIOA)/ Employment Development Department (EDD)

**Location:** Campus Center (CC) 208

**Phone Number:** 909-384-4429

**Website**

The Workforce Innovation & Opportunity Act (WIOA) and the Employment Development Department (EDD) collaborate with San Bernardino Valley College to provide educational support services and occupational skills to prepare students to enter or reenter the workforce. For more information, please contact us or visit the CalWORKs & Workforce Development Department.

## Financial Aid Programs

### Financial Aid

**Location:** AD/SS 106

**Phone Number:** (909) 384-4403

**Website**

The Financial Aid Office provides help in obtaining financial assistance from various federal and state programs. Please see the section on Financial Aid, call, or visit the Financial Aid website for more information.

If a student needs financial assistance to pay for the costs of attending San Bernardino Valley College, the Financial Aid Office can help. While the primary responsibility for meeting college costs rests with the student and the student's family, the college recognizes that many students are not able to meet the full cost of a college education. Therefore, San Bernardino Valley College offers programs to provide assistance for students with documented need who might not otherwise be able to attend.

It is important that students apply for the Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA) by the priority deadline of March 2nd of each year. The average application can take eight weeks or longer to completely process. Financial aid awards are limited to availability of funds and are awarded on a first-come, first-served basis with priority given to students with the greatest need who apply by the priority deadline of March 2nd. Students may still apply after March 2nd; however processing of the financial aid applications may take significantly longer the later the application is submitted.

More information about Financial Aid programs is available on the Financial Aid website. After reading through this information, if you still have questions, visit the Financial Aid Office in AD/SS 106. The Financial Aid Office may not give information about your financial aid application status over the phone, in accordance with FERPA regulations. To check the status of your financial aid application you must visit WebAdvisor or come in to speak to a Financial Aid representative.

## Eligibility Requirements

Effective July 1, 2012 students must possess either a high school diploma or a GED in order to receive financial assistance. In addition, a student receiving aid must have a stated qualifying educational objective and maintain satisfactory academic progress towards that objective. Federal programs require students to be U.S. citizens or eligible non-citizens. In addition, California grant programs require recipients to be residents of the State of California.

Effective January 1, 2013 AB540 students are eligible to apply for California Financial Aid. AB540 students will need to complete the CA Dream Act Application to determine BOG and/or Cal Grant eligibility. Additionally, AB540 students need to be confirmed AB540 status through the Admissions and Records Office. Please visit the office for additional information regarding eligibility requirements.

## Application Procedure

For most student aid programs described in this section, students must complete the Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA). This FAFSA application is available online at <https://studentaid.gov/h/apply-for-aid/fafsa> (<https://studentaid.gov/h/apply-for-aid/fafsa/>) and the CADAA is available at <https://dream.csac.ca.gov> (<https://dream.csac.ca.gov/>). The Financial Aid Office recommends that students apply online, which can expedite the process by as much as two weeks. Students may use computers in any of the computer labs on campus to access the FAFSA or CADAA if they do not have access to the Internet at home. Make sure you list San Bernardino Valley College, federal code # **001272** on your FAFSA or CADAA to ensure your financial aid information is sent to the SBVC Financial Aid Office. We cannot process applications that do not list the correct federal school code.

Applications for each new academic year will be available in October. Financial aid is not continued from one year to the next, therefore students must complete the FAFSA or CADAA each school year to apply for financial aid. Deadlines for the various programs may vary; therefore, students are encouraged to visit the Financial Aid website early each January for updated information and changes in regulations, policies or procedures.

## Financial Aid Programs

San Bernardino Valley College participates in various financial aid programs, which are summarized below. Additional information regarding each of the programs is available on the Financial Aid website.

### California College Promise Grant (CCPG)

*Formerly The Board of Governors Fee Waiver (BOG)*

The California College Promise Grant program is available to qualifying California residents. The California Promise Grant waives mandatory enrollment fees and a portion of the parking permit fee. The California College Promise Grant does not apply to class material fees or College Service fees. Students are responsible for making sure all fees have been paid. To apply for the California College Promise Grant, fill out the FAFSA application (Dream Act application, if applicable) online. The Financial Aid Office will receive the results of the FAFSA and Dream Act Applications and award the California College Promise Grant automatically to eligible students. Receipt of the FAFSA application results will also determine eligibility of other types of financial assistance. Students may be eligible for a fee waiver, even when determined not eligible for other types of financial aid. Applicants only need to apply once to have fees waived for the entire academic award year.

## New California College Promise Grant Changes – Effective Fall 2016

New regulations from the California Community College Chancellor's Office will affect the student CA College Promise Grant program and Priority Enrollment.

- Loss of Promise Grant/Priority Enrollment will occur if a student has two consecutive semesters (excludes Summer session) of not meeting Academic (2.0 GPA or above) or Progress standards (more than 50% Completion Rate) and placed on Academic Dismissal.
- Students will have the right to appeal the loss of their Promise Grant and Priority Enrollment.
- Students will have their Promise Grant/Priority Enrollment reinstated if one of the following applies:
  - Meeting Academic Progress Standards
  - Successful Appeal
  - Sitting out two consecutive primary terms

Meet with your program counselor to review your academic standing!

## Cal Grant

The Cal Grants are state funds awarded to selected eligible students. Cal Grant recipients are selected by the California Student Aid Commission (CSAC). To apply for the Cal Grant Program, a student must submit their FAFSA or Dream Act Application, and a Cal Grant GPA Verification form to CSAC by the March 2nd priority deadline. Valley College participates in the Cal Grant B and C awards. To find out more information, visit [www.csac.ca.gov](http://www.csac.ca.gov) (<http://www.csac.ca.gov>).

## California Chafee Grant

The California Chafee Grant provides up to \$5,000 per year for eligible students who are current or former foster youth to use for career and technical training or college courses. For more information on the CHAFEE grant program, visit: <https://chafee.csac.ca.gov/>

## Federal Pell Grant

The Federal Pell Grant is need-based and awarded to eligible undergraduate students. In most cases, this grant does not need to be paid back. You are automatically considered for the Pell Grant when you apply and file your FAFSA application. The Federal Pell Grant may be used for tuition, fees, books, transportation, and living expenses. Initial awards are estimated based on the results of the FAFSA application. Actual disbursement of the Federal Pell Grant will not be determined until your file is completed and enrollment status has been verified.

## Federal Supplemental Education Opportunity Grant (FSEOG)

The FSEOG program provides federal grants to supplement the Federal Pell Grant. The average grant for San Bernardino Valley College students is \$1,000. Students must be eligible for a Pell Grant and have exceptional need.

## Federal Work-Study

Federal Work-Study offers students the opportunity to earn funds to help cover their educational expenses through part-time employment during the school year. The average maximum award is \$3,000 per year. Federal Work Study awards are determined by financial need and are available to students enrolled in six (6) or more units per semester.

## Student Success Completion Grant (SSCG)

The SSCG is awarded to students who have been awarded a Cal Grant B or Cal Grant C award and who are enrolled in 12 or more units. The intent of the program is to support student persistence, retention and success by providing students enrolled in a minimum of 12 units per term additional assistance in order to complete their programs in "scheduled timeframes". Due to limited funding, the Student Success Completion Grants (SSCG) are awarded on a first, come first serve basis. To be eligible for the Student Success Completion Grant (SSCG), a student must be a Cal Grant recipient in the fall and/or spring semester, be enrolled in at least 12 units per term, maintain a cumulative Grade Point Average (GPA) of at least a 2.0 and maintain pace and adhere to his or her qualifying comprehensive Student Education Plan, and have financial need. In addition to the Cal Grant B or C award paid at community colleges, the Student Success Completion Grant pays full-time Cal Grant B or C recipients a maximum of \$1,298 annually at \$649 per semester for eligible students who enroll and attend 12 through 14.99 units per term and a maximum of \$4,000 annually at \$2,000 per semester for eligible students who enroll and attend 15 units or more per term.

## Financial Aid Refund Policy (R2T4)

San Bernardino Valley College will determine the amount of federal financial aid that a student has "earned" in accordance with federal regulations. The Financial Aid Office uses a federal formula to determine how much aid a student earned based on his/her last day of attendance. Students who receive federal financial aid and do not begin attendance in any of their classes will be required to repay all of the funds they received. Students who withdraw from classes will have their financial aid eligibility recalculated based on the percentage of the semester completed, and will be required to repay any "unearned" financial aid they received. At San Bernardino Valley College, a student's withdrawal date is:

- The date the student officially notified the Admissions Office of his or her intent to withdraw;
- The midpoint of the semester for a student who leaves without notifying the college;
- The student's last date of attendance at a documented academically related activity.

## Satisfactory Academic Progress Requirements

All students receiving financial aid are required to maintain satisfactory academic progress. Satisfactory Academic progress will be monitored at the end of each semester, beginning Fall 2015, for all Financial Aid students based on the SBVC Satisfactory Academic Policy. Per federal regulations, this policy must apply to all students whether or not they were recipients of financial aid previously at SBVC or any other college or university. If a student was awarded financial aid and is later determined ineligible based on not meeting Satisfactory Academic Progress, all previously awarded aid will be withdrawn. The Satisfactory Academic Progress policy can be found on the Financial Aid website.

# Student Rights and Responsibilities

## Academic Records

Student academic records are treated in a confidential and responsible manner as required by the Family Educational Rights and Privacy Act of 1974 (FERPA). Students have:

**1. The right to inspect and review their education records within 45 days of the day the College receives a request for access.**

A student should submit to the Director of Admissions and Records, a written request that identifies the record(s) they wish to inspect. The Director will arrange for access and will notify the student of the time and place where the record(s) may be inspected. If the records are not maintained by the Admissions and Records Office, the Associate Dean will advise the student of the correct official to whom the request should be addressed.

**2. The right to request the amendment of the portions of their education records that they believe are inaccurate or misleading.**

Students should write to the Director clearly identifying the part of the record they want changed, and specifying why it is inaccurate or misleading. If the college decides not to amend the record as requested by the student, the college will notify the student of the decision and will advise the student of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

**3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.**

One exception that permits release of student records without written consent is disclosure to school officials with legitimate educational interests. A "school official" is defined as a person employed by the college in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the college has contracted (such as an attorney, auditor, or collection agent); a member of the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a "legitimate educational interest" if the official needs to review an education record in order to fulfill professional responsibility.

**4. Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by San Bernardino Valley College to comply with the requirements of FERPA.**

The name and address of the Office that administers FERPA:  
 Family Policy Compliance Office  
 U.S. Department of Education  
 400 Maryland Avenue, SW  
 Washington, DC 20202-8520

## Academic Dishonesty

It is the belief at San Bernardino Valley College that students share a responsibility with their instructors for assuring that their education is honestly attained. In keeping with this belief, every instructor has the responsibility and authority to deal with any instances of plagiarism, cheating and/or fabrication that occur in the classroom. This policy on Academic Dishonesty applies to all students, including students taking online and hybrid classes. Examples of academic dishonesty include (but are not limited to) the following:

## Plagiarism

Plagiarism is the act of presenting someone else's work as one's own.

Examples include:

- Copying and pasting text from websites or other electronic sources and presenting it in an assignment as your own original work;
- Copying and pasting text from printed sources (including books, magazines, encyclopedias or newspapers) and presenting it in an assignment as your own original work;
- Using another student's work and claiming it as your own original work (even if you have the permission of the other student).

## Cheating

Cheating is the act of pretending (or helping others to pretend) to have mastered course material through misrepresentation.

Examples include:

- Copying from another student's test or assignment.
- Allowing another student to copy from your test or assignment;
- Using the textbook, course handouts, or notes during a test without instructor permission;
- Stealing, buying or otherwise obtaining all or part of a test before it is administered;
- Selling or giving away all or part of a test before it is administered;
- Having someone else attend a course or take a test in your place;
- Attending a course or taking a test for someone else;
- Failing to follow test-taking procedures, including talking during the test, ignoring starting and stopping times, or other disruptive activity.

## Fabrication

Fabrication is the intentional use of invented information. Examples include:

- Signing a roll sheet for another student;
- Giving false information to college personnel;
- Answering verbal or written questions in an untruthful manner;
- Inventing data or sources of information for research papers or other assignments.

As members of the San Bernardino Valley College learning community, students are not to engage in any form of academic dishonesty. Any act of academic dishonesty will be considered a very serious offense that is subject to disciplinary action. The consequences of academic dishonesty may include receiving a grade of "F" for a class or possible expulsion from the college.

## Substance Abuse

The San Bernardino Community College District strives to maintain a workplace free from the illegal use, possession or distribution of controlled substances as defined in the Controlled Substances Act. Students, employees and visitors are subject to applicable legal sanctions under local, state or federal law for the unlawful possession or distribution of illicit drugs and alcohol. Disciplinary action will be imposed on a student for misconduct for the following infractions while attending college classes or college-sponsored events:

- The use, sale or possession of illegal drugs;
- The presence on campus of anyone under the influence of drugs or alcohol;
- The use or possession of alcoholic beverages on college property or at any college-sponsored event.

## Animals on Campus

The college does not permit staff or students to bring animals on campus, with the exception of “seeing eye” and “hearing ear” and “seizure” dogs and animals used for instructional purposes. At no time should dogs be left in vehicles.

## Children on Campus and in the Classroom

All children (with the exception of high school students who have been admitted to the Middle College program) must be accompanied by an adult while on campus. Children are not allowed in the classroom under any conditions and are not to be left unattended in any campus facility. Should this occur, the District Police will be notified immediately.

## Computer Use Policy

The San Bernardino Community College District has a Computer Use Policy (AP 3720) that all students and employees are expected to follow. These documents set the foundation for the following items: Ownership Rights, Privacy Interests, District Rights, System Abuse, Misrepresentation, Liability, Harassment, Commercial Use, Fair Use, Software Licensing, Exceptions, Network Access, Media, Social Networking, PDA, and Smartphone. These documents can be found on the District website at: [www.sbccd.org](http://www.sbccd.org) (<http://www.sbccd.org>) under Board Policies and Administrative Procedures.

## Financial Obligations

Students who have an outstanding financial obligation will not be allowed to register for classes, receive grades, transcripts, diplomas or certificates, obtain enrollment verification or receive any other services normally afforded students in good standing. Examples of obligations falling under this policy include (but are not limited to) returned checks, unpaid loans, equipment breakage, and unpaid library fines. An item or service withheld shall be released when the student satisfactorily meets the financial obligation.

## Speech: Time, Place, and Manner

Designated Public Forum (DPF) Areas have been identified throughout the campus. Individuals or organizations wishing to use a DPF must notify the Campus Business Office or the Office of Student Life at least one hour prior to use and fill out a *Free Speech Application*.

In accordance with Education Code Section 76120, the use of Free Speech Areas is subject to the following:

- Persons using the DPF area(s) and/or distributing material in the DPF area(s) shall not impede the progress of passersby, nor shall they force passersby to take material;
- No person using the DPF area(s) shall touch, strike or impede the progress of passersby, except for incidental or accidental contact, or contact initiated by a passerby;
- Persons using a DPF area shall not use any means of amplification that creates a noise or diversion that disturbs or tends to disturb the orderly conduct of the campus or classes taking place at that time;

- No persons using the DPF area(s) shall solicit donations of money, through direct requests for funds, sales of tickets or otherwise, except where he or she is using the DPF area(s) on behalf of and collecting funds for an organization that is registered with the Secretary of State as a nonprofit corporation or is an approved by Associated Student Government or club;
- All persons using the DPF area(s) of the college shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within the DPF area(s). Material distributed in the DPF area(s) that is discarded or dropped in or around the DPF area(s) other than in an appropriate receptacle must be retrieved and removed or properly discarded by those persons distributing the material prior to their departure from the DPF area(s) that day.

## Posting

Students shall be provided with bulletin boards for use in posting student materials at campus locations convenient for student use. Materials displayed shall be removed after the passage of specified days.

## Standards of Conduct

**In the classroom:** Students and instructors are expected to take responsibility for helping to create a quality classroom environment. Students are expected to show respect for the instructor and their fellow students. This includes arriving on time, staying for the entire class period, completing assignments, bringing textbooks and other appropriate materials to class, refraining from talking while the instructors or classmates are presenting, leaving cell phones and other electronic devices off that may be distracting, using a moderate, mature, and respectful tone when participating in group discussions, and refraining from inappropriate language an behavior, including, physical, mental, and verbal harassment while on campus.

An instructor has the right to remove a student from a class period if a student’s behavior interferes with instruction. Prior to removal, the faculty member is responsible to identify the behavior and inform the student that failure to correct the issue may result in removal from the class. If the behavior persists, the faculty member may remove, for good cause, any student from their class for up to two (2) class sessions. The student shall not return to the class during the period of the removal without permission of the instructor. Nothing herein will prevent the college president or designee from recommending further discipline in accordance with these procedures based on facts that led to the removal. As used in this rule, “good cause” includes those offenses listed in the Student Code of Conduct. In instances of online courses, students access to course content will be removed for a period of time comparable to two class sessions.

**On the campus:** Creating a proper campus environment is also very important for academic and individual success. The Board of Trustees of the San Bernardino Community College District has established district-wide standards of student conduct, which will be enforced at all times. These rules of conduct are particularly important in large common areas such as the cafeteria, bookstore, vending areas, campus quads, and other highly frequented areas.

## Grounds for Disciplinary Action

The Chancellor shall be responsible for procedures that impose discipline on students in accordance with due process outlined in federal and state law and regulations. The following behaviors are subject to disciplinary

action ranging from verbal reprimand through removal, suspension or expulsion of a student:

- **Academic Misconduct.** All forms of academic misconduct including, but not limited to, cheating, fabrication, plagiarism, or facilitating academic dishonesty.
- **Alcohol.** Manufacture, distribution, dispensing, possession, use, consumption or sale of, or the attempted manufacture, distribution, dispensing, distribution, consumption or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, District policy, administrative procedures, or campus regulations.
- **Assault/Battery.** Assault, battery, or any threat of force or violence upon a Student or upon any Member of the District Community. This includes, but is not limited to:
  - Inflicting bodily harm upon any Member of the District Community;
  - taking any action for the purpose of inflicting bodily harm upon any Member of the District Community;
  - taking any reckless, but not accidental action, from which bodily harm could result to any Member of the District Community;
  - Causing a Member of the District Community to believe that the offender or their agent may cause bodily harm to that person or any member of their family or any other Member of the District Community;
  - Inflicting or attempting to inflict bodily harm on oneself.
- **Bias.** Bias-related incidents are behavior that constitutes an expression of hostility against a person or property or another due to the targeted person's race, religion, sexual orientation, ethnicity, national origin, gender, age, marital status, political affiliation, or disability. These acts or behaviors may not rise to the level of a crime, or a violation of state or federal law, but may constitute to creating an unsafe, negative, or unwelcome environment for the targeted person.
- **Continued Misconduct or Repeat Violation.** Repeated misconduct or violations of this Policy, when other means of correction have failed to bring about proper conduct.
- **Dating Violence.** Violence committed by a member of the District Community who is, or has been, in a social relationship of a romantic or intimate nature with the victim.
- **Destruction of Property.** The damaging, destroying, defacing, or tampering with District Property or the property of any person or business on District Property or at a District function, including but not limited to, taking down, defacing, or otherwise damaging District authorized posters, handbills and/or notices posted on District property.
- **Discrimination.** Unlawful discrimination against a person on the basis of race, ethnicity, color, religion, national origin, sex, age, disability, military or veteran status, gender identification, gender expression, marital status; sexual orientation, or genetic information, except where such distinction is authorized by law.
- **Dishonesty.** All forms of dishonesty including but not limited to fabricating information, furnishing false information, or reporting a false emergency to the District.
- **Disorderly or lewd conduct.** Engaging in disorderly or lewd, indecent or obscene behavior on District Property or at a District function.
- **Disruption of Educational Process.** Destruction or disruption on or off District Property of the District educational process(es), including but not limited to interrupting, impeding, obstructing or causing the interruption or impeding of any class (regardless of modality), lab, administrative office, teaching, research, administration, disciplinary procedures, District activity or District authorized Student activity or administrative process or other District function; or disturbing the peace on District Property or at any District function.
- **Disruptive Behavior.** Disruptive behavior, disobedience, profanity, vulgarity, or the open defiance of the authority of or abuse of District personnel, or which adversely effects the delivery of educational services to Students and the District Community.
- **Disturbing the Peace.** Disturbing the peace and good order of the District by, among other things, fighting, quarreling, disruptive behavior, or participation in a disturbance of the peace or unlawful assembly.
- **Drugs.** Unlawful or attempted manufacture, distribution, dispensing, possession, use, distribution or sale of, controlled substances, dangerous drugs, restricted dangerous drugs or narcotics, as those terms are used in state or federal statutes on District Property or at any District function. Possession of medicinal marijuana on District premises is prohibited.
- **Endangering Welfare of Others.** Violation of any state or federal law relating to the placing at risk of physical or emotional harm of a member of the District Community.
- **Failure to Appear.** Failure to appear before a District official when directed to do so.
- **Failure to Comply or Identify.** Failure to identify oneself to, or comply with the directions of, a District employee when requested.
- **Failure to Repay Debts or Return District Property.** Failure to (a) repay debts to the District; (b) return District property; (c) return property of any member of the District Community.
- **False Report of Emergency.** Knowingly and purposefully, causing, making, and/or circulating a false report or warning of a fire, explosion, crime, or other catastrophe.
- **Forgery.** Any forgery alteration, or misuse of any District document, record, key, electronic device, or identification, or knowingly furnishing false information to a District official.
- **Fraud.** Any attempt to steal, take, carry, lead, or take away the personal property of another, or who fraudulently appropriated property which has been entrusted to him or her, or who shall knowingly and designedly, by any false or fraudulent representation or pretense, defraud any other person of money, labor or property, or who causes or procures or obtains credit and thereby, or fraudulently gets or obtains possession of money, or property, or obtains the labor or service of another, is guilty of theft.
- **Gambling.** Unauthorized gambling on District Property or at any District function.
- **Harassment/Bullying.** A specific act, or series or acts, of a verbal or physical nature, including threats, intended to annoy, intimidate, pester, aggravate, irritate, dominate, ridicule, or cause fear to a member of the District Community, occurring within the jurisdiction of the District as set forth in Section 1.4.
- **Hateful Behavior.** Hateful behavior aimed at a specific person or group of people.
- **Hazing.** Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace which can inflict psychological or emotional harm to any Student or other person.
- **Infliction of Mental Harm.** (a) Inflicting mental harm upon any member of the District Community; (b) taking any action for the purpose of inflicting mental harm upon any Member of the District Community; (c) taking any reckless, but not accidental action, from which mental harm to Member of the District Community could result; (d) causing a

Member of the District Community to believe that the Student or their agent may cause mental harm to that person or any member of their family or any other member of the District Community; (e) any act which purposefully demeans, degrades, or disgraces any person.

- Library Materials. Cutting, defacing, or otherwise damaging or theft of college library or bookstore materials or property.
- Misrepresentation. A false statement or representation based upon the intentional disregard of false or possibly false information, or knowingly entering into a transaction based upon false information, or misrepresenting oneself to be an agent, employee, or representative of the District or its colleges.
- Misuse of Identification. Transferring, lending, borrowing, altering or unauthorized creation of identification.
- Possession of Stolen Property. Possession of District Property, or the property of any other person, when the Student knows or reasonably should know, that the property was stolen.
- Possession of Weapons. Unauthorized possession, use, storage, or manufacture of explosives, dangerous chemicals, firebombs, firearms, or other destructive devices or weapons as defined in Section K of Appendix A.
- Public Intoxication. Public intoxication or being under the influence of alcoholic beverages, any illegal narcotics, or any substance that causes impairment on District/College Property or at any District/College function.
- Sexual Harassment. Sexual harassment against a member of the District Community. Sexual harassment is defined as (a) unwelcome verbal harassment, e.g., epithets, derogatory comments, or slurs; (b) physical harassment, e.g., assault, impeding or blocking movement, or any physical interference with normal work or movement when directed at an individual; (c) visual forms of harassment, e.g., derogatory posters, cartoons, or drawings; (d) unwelcome sexual advances, requests for sexual favors; or (e) an intimidating, hostile, or offensive environment. "Unwelcome conduct" is defined as conduct which the member of the District Community does not solicit or initiate, and which the person regards as undesirable or offensive.
- Sexual Misconduct comprises a broad range of unwelcome behaviors focused on sex and/or gender that may or may not be sexual in nature. Any intercourse or other intentional sexual touching or activity without the other person's consent is sexual assault, is a form of Sexual Misconduct under this Procedure. Sexual Misconduct is any form of gender-based harassment, including, but not limited to, sexual harassment, sexual assault, and sexual exploitation, as well as harassment based on gender identity, gender expression, and non-conformity with gender stereotypes. Sexual misconduct may also include acts of a sexual nature, including acts of stalking, domestic violence, and dating violence, intimidation, or for retaliation following an incident where alleged Sexual Misconduct or has occurred. Sexual Misconduct can occur between strangers or acquaintances, or people who know each other well, including between people involved in an intimate or sexual relationship, can be committed by anyone regardless of gender identity and can occur between people of the same or different sex or gender.
- Serious Injury or Death. Any intentional, unintentional or reckless action or conduct which results in serious injury or death to a Member of the District Community or their family.
- Smoking. Smoking in an area where smoking has been prohibited by law or regulation of the District.
- Stalking. Stalking behavior in which a Student repeatedly engages in the course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear

for his or her safety, or the safety of his or her family; where the threat is reasonably determined by the College Conduct Officer to create substantial emotional distress, torment, create fear, or to terrorize the person.

- Sexual Stalking. The course of conduct directed at a specific person that would cause a reasonable person to feel fear or suffer substantial emotional distress due to another's sexual interest or gender-based stalking. Stalking involves repeated and continued harassment of a sexual or gender-based nature, against the expressed consent of another individual, which causes the targeted individual to feel emotional distress, including fear or apprehension. Such stalking behaviors may include: pursuing or following; unwanted communication or contact—including face-to-face encounters, telephone calls, voice messages, electronic messages, web-based messages, text messages, unwanted gifts, etc.; trespassing; and surveillance or other types of observation.
- Theft or Abuse of District's Computers or Electronic Resources. Theft or abuse of District computers and other District electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include (but are not limited to) unauthorized entry, use, transfer, or tampering with the communications of others, and interference with the work of others, and with the operation of a computer and electronic communications facilities, systems, and services. Theft or attempted theft of any kind, including seizing, receiving, or concealing property with knowledge that it has been stolen, is prohibited. Sale, possession, or misappropriation of any property or services without the owner's permission is also prohibited.
- Theft or Conversion of Property. Theft or conversion of District Property or services, or the property of any person or business on District Property or at a District function, or possession of any property when the Student had the knowledge or reasonably should have had knowledge that it was stolen.
- Trespass and Unauthorized Possession. Unauthorized or forcible trespass on, entry to, possession of, receipt of, or use of any District services, grounds, equipment, resources, properties, structures, vehicles, boats, water craft or facility, including the unauthorized use of District's name, insignia, or seal without permission or authorization.
- Unauthorized Recording. Recording any person on District Property or at any District function without that person's knowledge or consent. This definition shall not apply to recordings conducted in public, in a commonly recognized public forum.
- Unauthorized Use of Course or Copyrighted Materials. Students of the District will abide by all aspects of United States copyright law, Title 17 of the United States Code, to the extent possible, under the authoritative interpretation of the law. Students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine. In addition, Students shall not sell, prepare, or distribute for any commercial purpose any course lecture notes or video or audio recordings of any course unless authorized by the District in advance and explicitly permitted by the course instructor in writing. The unauthorized sale or commercial distribution of course notes or recordings by a Student is a violation of these Policies whether or not it was the Student or someone else who prepared the notes or recordings. Copying for any commercial purpose handouts, readers or other course materials provided by an instructor as part of a District course unless authorized by the District in advance and explicitly permitted by the course instructor or the copyright holder in writing (if the instructor is not the copyright holder).

- Unauthorized Use of District Keys. Unauthorized use, distribution, duplication or possession of any keys issued for any building, laboratory, facility, room, or other District Property.
- Unauthorized Use of Electronic Devices. Unauthorized use of an electronic device on District property or at any District function, including but not limited to, classes, lectures, labs, and field trips.
- Unauthorized Use of Property or Services. Unauthorized use of property or services or unauthorized possession of District Property or the property of any other person or business.
- Unreasonable Demands. Placing repeated, hostile, or unreasonable demands on District staff.
- Unwelcome Conduct: conduct of a sexual, gender-based, or harassing nature, which is considered unwelcome if a person did not request or invite it, and considered the conduct to be unwelcome, undesirable, or offensive. Unwelcome conduct may take various forms, including name-calling, graphic or written statements (including the use of cell phones or the Internet), hazing, bullying, or other conduct that may be physically or psychologically threatening, harmful, or humiliating. Unwelcome conduct does not have to include intent to harm, or directed at a specific target, or involve repeated incidents. Unwelcome conduct can involve persons of the same or opposite sex.
- Violation of Driving Regulations. Driving unsafely on District property or while taking part in any District function, or repeated violation of District parking regulations.
- Violation of Health & Safety Regulations. Violation of any health, safety or related regulations, rule or ordinance on District property or at any District function.
- Violation of Law. Violation of any federal, state or local law on District property, at a District function or involving a member of the District Community.
- Violation of Posted District Rules. Violation of any rule or regulation posted on District property by the District or the College, or printed in any District publication.
- Violation of Published Computer/Network Usage Policy(s), Procedures, or Guidelines.
  - Accessing and/or without permission altering, damaging, deleting, destroying, or otherwise using any data, computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
  - Accessing and/or without permission taking, copying, or making use of any data from a computer, computer system, or computer network, or taking or copying any supporting documentation, whether existing or residing internal or external to a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
  - Using or causing to be used District computer services without permission.
  - Accessing and/or without permission adding, altering, damaging, deleting, or destroying any data, computer software, or computer programs which reside or exist internal or external to a computer, computer systems, or computer network belonging to or used by the District or any Member of the District Community.
  - Disrupting or causing the disruption of computer services or denying or causing the denial of computer services to an authorized user of a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
  - Providing or assisting in providing a means of accessing, without permission, a computer, computer, system, or computer network

belonging to or used by the District or any Member of the District Community.

- Accessing or causing to be accessed without authorization any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- Introducing any computer contaminant or virus into any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- Sending any message using any computer system or network without authorization or sending any message in the name of another person or entity.
- Using any account or password without authorization.
- Allowing or causing to be used an account number or password by any other person without authorization.
- Accessing or causing to be accessed, downloading or causing to be downloaded, pornographic or obscene materials except when accessing a pornographic website which is part of the instructional process or assignment for a class the Student is currently enrolled in.
- Use the District's systems or networks for commercial purposes; for example, by performing work for profit with District resources in a manner not authorized by the district.

#### *SBCCD AP 5500*

## Disciplinary Action

Students enrolled in the San Bernardino Community College District shall refrain from disruptive conduct which significantly interferes with the instructional program, college activities, or which endangers the health or safety of members of the college, including visitors to the campus. Disruptive conduct on the part of students shall be cause for disciplinary action in accordance with policies adopted by the San Bernardino Community College District Board of Trustees and pursuant to appropriate sections of the Education Code, the Business and Professions Code, the Health and Safety Code, and the Penal Code of California.

### Types of Disciplinary Action

Disciplinary action may be imposed upon a student who is found responsible for violating the Standards of Conduct

#### Disciplinary action includes:

1. **Reprimand:** a verbal or written reprimand regarding the misconduct.
2. **Probation:** Student conduct probation may include, but is not limited to, ineligibility to participate in extra-curricular activities and certain other student privileges.
3. **Suspension:** Exclusion from the colleges and college-sponsored activities for a specified time.
4. **Expulsion:** Exclusion by the District Board of Trustees from the college and all college-sponsored activities.

## Student Discipline Procedures

### Section I

#### A. INTRODUCTION

This Administrative Procedure (AP 5520) is intended to effectively administer Board Policy 5500 and Administrative Procedure 5500 title "Standards of Student Conduct," and as such, this Administrative Procedure shall constitute the Standards of Student Discipline for all District Students. This Standards of Student Discipline provides District



Students with prior notice of behavior deemed unacceptable by the District's Board of Trustees. This Standards of Student Conduct includes a defined process for the fair and impartial review and determination of alleged improper Student behavior. This Standards of Student Conduct also specifies the various sanctions that may be imposed on District Students for violations of this Standards of Student Conduct. Students are expected to be familiar with the terms of the San Bernardino Community College District's published Board Policy 5500 and this Administrative Procedure 5500 Standards of Student Conduct.

This Standards of Student Discipline provides for the orderly administration of the Standards of Student Conduct consistent with the principles of due process of law. Reasonable deviations from the Standards of Student Conduct will not invalidate a decision or proceeding.

This process does not supersede standards for specific programs which may have a have different process for program eligibility and retention e.g., Fire Academy, Police Academy, Nursing Program, etc.

The District/campus will strive to follow the timelines outlined in this Administrative Procedure barring unexpected delays or campus closures

#### **B. THE USE OF "WILL" AND "SHALL"**

In this Standards of Student Discipline, and throughout the District's Board Policies and Administrative Procedures, the use of the terms "will" and "shall" are used in the mandatory sense.

#### **C. NOTICE - PROCESS FOR NOTIFICATION**

San Bernardino Community College District's primary correspondence and notification mechanism with Students shall be through the Student's District assigned e-mail account. At the District's discretion, Students may be notified via U.S. mail, delivery in person, via SMS text message, by an alternate email on record from the Student, or by other authorized communication platforms. San Bernardino Community College District reserves the right to notify parents/legal guardians/emergency contacts when it determines that any Student, regardless of age, is in a situation that is threatening to their own health and safety, or that Student has placed another person in a situation that is threatening to their health and safety.

#### **D. JURISDICTION**

Pursuant to Board Policy 5500, the District's jurisdiction concerning alleged Standards of Student Conduct violations extends to the District, its colleges, and for all activities occurring on District property. This jurisdiction includes, but is not limited to, its main and satellite campuses, and to any non-District property used by the District or its colleges where District Students are present. This also applies to online courses/services and District sponsored/College sponsored programs, activities, and travel.

This jurisdiction shall also apply to Student-to-Student or Student-to-employee off-campus conduct and/or actions, and electronic activity (such as e-mail, texting, telephone contact, social media), when the College Conduct Officer, or designee, determines that the off-campus conduct affects, disrupts, or interferes with the educational mission of the college.

This Standards of Student Conduct also applies to off-campus conduct when the effects of the off-campus conduct create a Hostile Environment or impact a substantial District/College interest. A substantial District/College interest may include:

1. Any action that constitutes a criminal offense as defined by law. This includes, but is not limited to, a single or repeated violations of any local, state, or federal criminal statute or ordinance;
2. Any situation where it appears that a Student may present a danger or threat to the health or safety of themselves or others;

3. Any situation that significantly impinges upon the rights, property, or achievements of self or others, or that significantly breaches the peace or causes significant disruption; and
4. Any situation that is detrimental to the educational interest of the District/College. The Student Code of Conduct may apply to online activity and communication that occur outside of the District's/College's control when those online behaviors can be shown to create a Hostile Environment on campus or cause a substantial disruption

#### **E. ANTI-DISCRIMINATION STATEMENT**

The San Bernardino Community College District does not unlawfully discriminate based upon age, race, ethnicity, sexual orientation or preference, gender, national origin, veteran's status, gender identification, or genetic information in administering District educational policies and procedures. The District complies with the American Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973 and Title IX. See Board Policy 3410 Nondiscrimination.

#### **F. PARALLEL STUDENT DISCIPLINE PROCEEDINGS**

Student Discipline Code proceedings are administrative in nature and are independent from court or other administrative proceedings. Discipline may be instituted against a Student also charged in civil or criminal courts based on the same facts that constitute the alleged violation of the Standards of Student Conduct. The District may elect to proceed before, concurrently with, or after any judicial or other administrative proceedings.

#### **G. PARALLEL TITLE IX INVESTIGATION PROCEEDINGS**

The District's Title IX Policy and Procedure, BP/AP 3540 Sexual and Other Assaults on Campus, addressing the investigation of allegations of sexual misconduct incorporate the sanctions and general procedures set forth in this Standards of Student Conduct, but are not restricted by this Procedure. Title IX investigations and processes are independent from court or other administrative proceedings. Student discipline may be instituted against a Student also charged in civil or criminal courts based on the same facts that constitute the alleged violation of Title IX or other law applicable to sexual misconduct. The District may elect to proceed before, concurrently with, or after any judicial or other proceedings.

### **Section II - Student Rights & Responsibilities**

#### **A. DUE PROCESS**

Students are entitled to a fundamentally fair process, including reasonable notice of allegations of violations of the Standards of Student Conduct, the opportunity for the Student to be heard and to afford the Student the opportunity to present evidence prior to the administrative determination of the alleged violations. The District reserves the right to make immediate interim suspensions or restrictions when such actions are deemed necessary by the College Conduct Officer or designee pending an investigation and determination of the matter. Any sanction(s) imposed under the Standards of Student Conduct shall be appropriate to the nature of the violation(s). See Section III below.

#### **B. STUDENT RIGHTS**

- To be treated with respect by District officials
- To take advantage of campus support resources, such as Counseling, Special Services, Health Services, and other available resources.
- To experience a safe educational environment.
- To not be subjected to retaliation for reporting violations.
- To have complaints heard in substantial accordance with established procedures.

- To fully participate in any process whether the injured individual is serving as the Complainant or the institution is serving as Complainant.
- A complainant may and Respondent shall be informed in writing of the outcome/resolution, any sanctions imposed, and the rationale for the outcome, to the extent permissible under applicable law and Board Policies.

### **C. SPECIAL REQUESTS/ACCOMMODATIONS - STUDENTS WITH DISABILITIES**

Any special requests and/or accommodations by any Party (for example, sign language, the use of assistive technology, service animals, and other accommodations approved by the Office of Disabled Student Programs & Services) must be made at least five (5) calendar days prior to the Administrative Conference. Special requests and accommodations shall also be applicable to Appeal Hearings as set forth in Section 4.2 of this Standards of Student Discipline.

### **D. ROLE OF LEGAL COUNSEL**

An attorney licensed to practice in California may accompany the Student to the hearing. The attorney's role is to provide counsel to the Student without disruption to the hearing process.

The attorney may not make any statements or presentations to the College Conduct Officer, Hearing Panel, or Appeal Committee, examine or cross-examine any witnesses, or present evidence or any written material to the College Conduct Officer or Hearing Panel or Appeal Committee set forth in Section 4.4. The attorney may not, in any way, disrupt or interfere with the hearing process. Any violation of this section shall result in the removal of the attorney. The attorney shall provide the College Conduct Office with a retention letter confirming that they have been retained by the Student at least seven (7) calendar days before the hearing so that the necessary arrangements can be made for a District attorney to be present at the hearing. The attorney's retention letter shall include the attorney's State Bar number and a telephone number. The requirements of this section shall also be applicable to Appeal Hearings as set forth in Section 4.2 of this Standards of Student Discipline.

### **E. STUDENT RIGHT TO REVIEW RECORDS**

Students seeking to review records relating to their investigation or to the outcome should refer to San Bernardino Community College District Board Policy 5040 Student Records Directory Information and Privacy. The District is not obligated to provide copies of student records unless not doing so would prevent the student from their right to inspect the record in question.

### **F. RECORDING AND PRESENTING WITNESSES**

Audio/Video Recordings – No audio, video or other recording of any investigation, interview, or meeting is permitted by the student. The student has the right to audio record hearings at their own expense.

Witness Rules and Limitations – only witnesses presenting relevant testimony or information directly related to the alleged violations are permitted. Witness statements relating to the alleged violations may be accepted by the College Conduct Officer at their sole discretion if such statements are deemed to be material and relevant to the proceeding.

The College Conduct Officer or designee shall be responsible for contacting witnesses for all meetings other than the appeal hearing, subject to the Student notifying the college no less than five (5) calendar days prior to the proceeding. The College Conduct Officer reserves the right to exclude redundant testimony from witnesses, or redundancy in witnesses.

### **G. CONFIDENTIALITY**

Any information provided to District employees may be shared with other District employees, law enforcement, or other parties, consistent with law, and only on a "need to know" basis. District employees shall endeavor to honor any Complainant or victim's request for confidentiality; however, confidentiality cannot always be assured. The District may weigh requests for confidentiality against its duty to provide a safe and nondiscriminatory environment for all members of the District Community.

Investigative or hearing proceedings are considered private and confidential so as to protect the Parties involved. Hearings or meetings shall not be conducted in public, and are not open to the public. The Parties involved are expected to maintain the privacy of the proceedings.

## **Section III - Student Discipline Process**

### **A. FACULTY INITIATED REMOVAL**

Prior to removal, the faculty member is responsible to identify the behavior and inform the student that failure to correct the issue may result in removal from the class. If the behavior persists, the faculty member may remove, for good cause, any student from their class for up to two (2) class sessions. The student shall not return to the class during the period of the removal without permission of the instructor. Nothing herein will prevent the college president or designee from recommending further discipline in accordance with these procedures based on facts that led to the removal. As used in this rule, "good cause" includes those offenses listed in the Student Code of Conduct. In instances of online courses, students access to course content will be removed for a period of time comparable to two class sessions.

### **B. COMPLAINT FILED/INCIDENT REPORTED**

San Bernardino Community College District, through its College Conduct Officers, will investigate all reports of alleged violations of the Standards of Student Conduct. Anyone who believes a section of the Code of Conduct has been violated should contact any College Conduct Officers identified at each District campus. Reports of allegations are entered into a District-wide system where it is assigned to the appropriate College Conduct Officers.

### **C. NOTICE TO STUDENT**

In all cases, the College Conduct Officer, or designee, will provide notice to the Parties, providing them with the following information, pursuant to Section 1.3:

- A description of the alleged violation(s).
- A description of the applicable policies.
- A statement of the potential sanctions/responsive actions that could result.
- A required date and time, for the Student, to contact the College Conduct Officer within seven (7) calendar days from the date of initial notification to schedule a hearing/meeting, superseding all other campus and work activities. The Student's failure to contact the College Conduct Officer within this seven (7) calendar day period shall constitute the Student's waiver of their ability to provide a response to the alleged violation(s), and the proceeding shall take place as if the Student has not responded.

**D. INTERIM ACTIONS:** Interim actions are those temporary sanctions deemed necessary by the College Conduct Officer to protect the safety and security of the District Community pending an investigation into the alleged violations of the Standards of Student Conduct.

1. The College Conduct Officer may take any interim actions deemed necessary to:
  - Protect the District Community from potential threats to health and safety;

- Protect any particular member of the community;
  - Protect against the risk of substantial disruption to the normal operations of the campus.
2. The College Conduct Officer or designee will inform the Respondent involved of any interim action/restrictions implemented against them pending investigation.
  3. Interim Action/Restrictions are effective immediately. There shall be no request to delay the imposition of interim actions. These actions may include:
    - a. Interim Suspension – A Student who is suspended on an interim basis is subject to all of the same restrictions as if they had been suspended as a final sanction. The College Conduct Officer, or designee, may impose an interim restriction of up to fourteen (14) calendar days following notice from the College Conduct Officer.
    - b. Interim Restriction – These restrictions may include, but are not limited to:
      - Any other restrictions deemed by the College Conduct Officer or designee necessary to achieve the goals stated above.
      - No-contact orders with specific individuals;
      - District events;
      - Restricted access to District facilities;
    - c. The College Conduct Officer, or designee, may impose an interim restriction of up to fourteen (14) calendar days following notice from the College Conduct Officer.
  4. Interim Suspensions and Request to Stay. Upon notice of an Interim Suspension by the College Conduct Officer, Title IX Coordinator, or designee, the Student has five (5) calendar days (from the date of the notice) to submit reason(s) for a Request to Stay to the Vice President of Student Services or their designee. The Vice President of Student Services or their designee will render a decision on providing a stay, with or without modifications to the Student's request. The Vice President of Student Services or their designee will provide the Student with a decision within three (3) calendar days of the received Request to Stay. The Interim Suspension remains in effect until a decision from the Vice President of Student Services or designee is rendered.

#### **E. INVESTIGATION PROCESS:**

The College Conduct Officer will conduct interviews to determine the accuracy of statements or other evidence.

The College Conduct Officer's primary communication to all Parties involved in the investigation shall be through District assigned email addresses, with supplemental forms of communication used as needed as referenced in section 1.3 above.

The College Conduct Officer will investigate each complaint submitted to determine whether it is appropriate to charge a Student with a violation of the Student Conduct Code.

Investigations should generally result in resolution within sixty (60) calendar days after a complaint has been made, barring unexpected delays or campus closures. If circumstances warrant, the College Conduct Officer will provide notice to the Student(s) of any delays or extensions necessary to complete any investigation.

Investigations may comprise of an interview with the reporting Party(s), person(s) alleged to have violated the policy(s), witnesses, and other persons having knowledge.

The College Conduct Officer shall make reasonable efforts to give the Student(s) an opportunity to rebut the accusation or otherwise provide relevant information to the College Conduct Officer or designee regarding the incident(s) which led to the belief by the College Conduct Officer or designee that the Student violated the Standards of Student Conduct in an Administrative Conference.

Should a Student fail to appear for any meeting, that Student may be considered as having waived their right to be present for the meeting and, the investigation may proceed without the Student's input.

**F. FINDINGS AND DETERMINATION:** Conferences/Hearings for possible violations that occur near or after the academic terms will be held as soon as is practicable, to try to meet the resolution timeline followed by the District. The College Conduct Officer has the discretion to elect any of the following methods for resolution:

- Administrative Resolution – The Respondent admits to the allegations and accepts the recommended sanctions of the College Conduct Officer or designee.
- Formal Finding by the College Conduct Officer – The College Conduct Officer, after completing an investigation, which includes an opportunity for the Respondent's due process, makes a finding and, if appropriate, issues sanctions.
- Formal Finding with Hearing Panel – The College Conduct Officer may elect, at their sole discretion, to refer the findings from their investigation, which includes the Respondent's due process, to a Hearing Panel for recommendation. The Hearing Panel is a panel convened to weigh the evidence presented following an investigation into alleged violations of the Standards of Student Conduct. The Hearing Panel shall be formed pursuant to Section 4.4 herein.

#### **G. TYPES OF FINDINGS AFTER INVESTIGATION:**

1. Not Responsible – In these cases, College Conduct Officer or designee has determined that insufficient evidence exists, by the Preponderance of Evidence standard, for a finding of Responsible for the alleged violation(s). The case is closed, and a record is retained.
2. Responsible – The College Conduct Officer or designee determines that sufficient evidence exists, by the Preponderance of Evidence standard, for a finding that the Respondent is Responsible for the alleged violation(s). This determination may also be rendered through the Administrative Resolution, where the Respondent has admitted culpability for the alleged violation(s). The College Conduct Officer may close the case.

After the investigation, meetings, and/or hearing, and considering all information relevant to the issue, the College Conduct Officer, or Hearing Chair and their Panel shall then decide whether or not to impose sanctions.

The College Conduct Officer will notify the Student charged with violations of the decision of the College Conduct Officer or Hearing Panel, and of any sanctions imposed. Such Notice shall be in writing from the College Conduct Officer and communicated to the Student pursuant the notice requirements set forth in Section 1.3.

#### **H. IMPOSING SANCTIONS:**

If a Student is found Responsible, sanctions will be imposed by the College Conduct Officer, as they deem reasonable and appropriate, pursuant to the available sanctions set forth in Appendix C. The Respondent may elect to

appeal the findings and sanctions subject to the limitations for grounds for appeal set forth herein.

#### **I. STANDARD OF PROOF FOR FINDINGS:**

In all cases involving alleged violations of the Standards of Student Conduct, the standard of proof for determining whether a Respondent is Not Responsible or Responsible is the Preponderance of Evidence standard (e.g., more likely than not), as defined in Appendix A herein.

#### **Section IV - Appeal Process and Grounds for Appeal**

An appeal is not intended to be a full review of the allegation(s) and reweighing of the evidence. There is a presumption that the College Conduct Officer has weighed all information following the investigation, and has reached the appropriate determination regarding the finding of Responsibility or Non-Responsibility. Students may appeal determinations or appealable sanctions only once based solely upon any of the following grounds for appeal:

- Excessive sanctions in relation to the violation(s) the Respondent was found Responsible for committing.
- A substantive procedural error which materially and significantly affected the weighing of evidence by the College Conduct Officer.
- New evidence has become available which is sufficient to alter the decision, and which the student was not aware of or could not have been reasonably obtained at the time of the initial review.

The Student must request an appeal in writing by e-mail, U.S. Mail, or by personal delivery of correspondence to the College Conduct Officer's office within seven (7) calendar days of notification of the outcome of the finding and sanctions. The Student must specifically identify which of the above-bulleted grounds their appeal is based on. Student failure to specify the basis for appeal with detailed information shall constitute the dismissal of the appeal without further proceedings.

Any request for an appeal that is not received within seven (7) calendar days of notification of the outcome/determination shall be deemed untimely and shall constitute a waiver of the Student's right to an appeal.

In all cases, the College Conduct Officer, or designee, will send a notice, pursuant to Section 1.3, to the Parties with the following information:

- A description of the violation(s), a description of the provisions of the Standards of Student Conduct determined to have been violated, and a statement of the sanctions/responsive actions.
- A required date, time, and location of the hearing superseding in priority all other campus and work activities. If a Party does not appear at the scheduled hearing, the hearing will be held in their absence. For compelling reasons, the College Conduct Officer, or designee, may reschedule the hearing; proof may be asked by the College Conduct Officer. Appeal hearings that occur near or after the academic terms will be held as soon as practicable to meet the resolution timeline generally followed by the District. If deemed appropriate by the College Conduct Officer, or designee, interim actions/restrictions and other stipulations that ensure the safety and/or well-being of the campus community will be administered or maintained.
  - The College Conduct Officer, or designee, shall use reasonable efforts to schedule the appeal hearing promptly, generally no sooner than fourteen (14) calendar days after, and not later than thirty (30) calendar days after, the date of the submitted written request for appeal. However, the scheduling of an appeal hearing may be delayed due to events beyond the College Conduct Officer's control. In such circumstances, the College Conduct Officer shall schedule the appeal hearing as promptly as is reasonably possible.

- The notice of hearing may be amended by the College Conduct Officer at any time, and the College Conduct Officer, or designee, may (but is not required to) postpone the appeal hearing for a reasonable period of time.

#### **A. ROLE OF ADVISORS AND LEGAL COUNSEL DURING APPEAL**

Student discipline proceedings are not formal court proceedings, but instead, are administrative proceedings conducted by the District. Although District-related sanctions may be imposed, the process is intended to provide an opportunity for learning and to promote a safe educational environment.

If the Student wishes to have an advisor accompany them to the hearing, the Student must provide the College Conduct Office with the name of the individual they have chosen to act as their appeal advisor no less than seven (7) calendar days prior to the appeal hearing. Advisors must maintain confidentiality and will not be permitted to participate or respond on behalf of the Student during the hearing.

If the Student chooses to have their attorney accompany them to the hearing, the name, address and telephone number of the Student's attorney must be submitted to the College Conduct Office no later than seven (7) calendar days prior to the hearing. In addition, no later than seven (7) calendar days prior to the hearing, the Student's attorney must deliver a retention letter, including their State Bar number and telephone number, to the College Conduct Office.

#### **B. THE APPEAL HEARING**

Appeal hearings are closed to all persons except:

- College Conduct Officer, or designee;
- The Student Hearing Appeal Chair;
- The Student Hearing Appeal Panel;
- Student;
- Advisor;
- an attorney, retained by the District or a Student;
- a court-certified interpreter paid for at the Student's own expense;
- selected members of the Student Hearing Appeal Panel when their determination of findings is at issue; and
- any person needed to assist the hearing officer.
- In some cases, a campus security/police officer may be present to ensure safety and security during the hearing.
- Witnesses, but not for the duration of the hearing.

#### **C. STANDARD OF PROOF FOR AN APPEAL**

In all cases involving appeal, the burden of proof is on the Student to establish, to the standard of Clear and Convincing Evidence (as defined herein), that the College Conduct Officer's determination following investigation was erroneous due to any of the following:

- Excessive sanctions in relation to the violation(s) the Respondent was found Responsible for committing.
- A substantive procedural error which materially and significantly affected the weighing of evidence by the College Conduct Officer.
- New evidence has become available which is sufficient to alter the decision, and which the student was not aware of or could not have been reasonably obtained at the time of the initial review.

#### **D. APPEAL HEARING PROCEDURES**

Evidence—The Appeal Hearing need not be conducted according to technical rules relating to evidence and witnesses. Only relevant and

material evidence shall be presented to and considered by the Hearing Appeal Committee. Irrelevant, immaterial, and/or unduly repetitious evidence shall be excluded. No evidence other than that received and weighed at the initial determination of findings shall be considered by the Hearing Appeal Committee. This limitation on admissible evidence shall not exclude the Student from presenting relevant, material evidence excluded by the College Conduct Officer at the initial hearing. The determination of relevancy or the material nature of the Student's offered evidence shall be made by the Hearing Appeal Committee.

1. At the beginning of each school year, each college president or designee shall establish a standing panel from which one or more Hearing Appeal Committees may be appointed. The panel shall be made up of:
  - a. A minimum of five (5) faculty members whose names are obtained from the Academic Senate.
  - b. A minimum of five (5) students whose names are obtained from the Student Senate.
  - c. A minimum of five (5) administrators/supervisors appointed by the College President or designee.
2. The College President or designee will appoint from the panel listed above a Hearing Appeal Committee consisting of a maximum of:
  - Two faculty members
  - Two students
  - One administrator/manager
  - A committee chair
3. The Hearing
  - a. The Chair will call the hearing to order, explain the procedures of the hearing, and have all Parties introduce themselves. Should an advisor be present, they may not make a presentation or represent the Respondent or the Complainant during the hearing. The Parties to the hearing are expected to ask and respond to questions on their own behalf, without representation of their advisors. The advisor may not speak on behalf of the Student to the College Conduct Officer or to the Hearing Appeal Committee hearing the case.
  - b. The Chair will present the rules governing the hearing. The Chair shall guarantee control of the hearing, making certain that all participants respect the right of others to make statements, and ensure confidentiality of such statements.
  - c. The College Conduct Officer, and if applicable their witness(es), shall have up to thirty (30) minutes total, if necessary, to present relevant evidence to support the determination that violation(s) of the Standards of Student Conduct has occurred.
  - d. The Student charged may question any witnesses presented by the College Conduct Officer. Members of the Hearing Appeal Committee may also question any witness presented by the College Conduct Officer. Questioning by the Student or the Hearing Appeal Committee shall not be considered part of the time allotted for presentation of the College Conduct Officer's evidence. Total witness questioning by the College Conduct Officer and the Student shall not exceed a total of thirty (30) minutes of witness testimony for each side. It is within the discretion of the Hearing Appeal Committee Chair to impose a timeline on questioning or to add additional time if warranted.
  - e. The Student charged, and if applicable their witness(es), shall have up to thirty (30) minutes in total time, if necessary, to present relevant evidence demonstrating the basis for why College Conduct Officer's decision should be overturned. The College Conduct Officer may question any witnesses presented by the Student.

Members of the Hearing Appeal Committee may also question witnesses. Questioning by the Hearing Appeal Committee shall not be considered part of the time allotted for presentation of the Student's evidence. Witness(es) shall provide testimony only on an individual basis, outside of the presence of other witness(es). It is within the discretion of the Hearing Appeal Committee Chair to impose a timeline on questioning or to add additional time if warranted.

- f. The College Conduct Officer, and then the Student appealing, may each make a closing statement to the Hearing Appeal Committee. These closing statements shall be limited to a maximum of three (3) minutes each. The Hearing Appeal Committee Chair shall have the authority to extend the time limits if deemed necessary.
- g. Once all information has been collected, the Chair, or designee, will:
  - Reiterate the alleged policy violation(s);
  - Remind all Parties and participants involved of the Standard of Proof (Clear and Convincing), as further defined in Appendix A.
  - Remind all parties and participants of confidentiality and of all imposed sanctions that are active and must be adhered to;
  - Remind all Parties and participants to review the San Bernardino Community College District's Standards of Student Conduct Board Policy 5500, Administrative Procedures 5500 and 5520, and to understand their Student rights and responsibilities;
  - Inform all Parties and participants of the deliberation process and the projected timeline for notification; and
  - Remind the Student charged and the Complainant, if applicable, that notification and all communication will be via District email accounts.

Following the Hearing Appeal Committee Chair's closing statements, all persons will be dismissed from the hearing except for the Committee Chair and the members of the Hearing Appeal Committee for deliberation.

#### **E. FAILURE TO APPEAR**

A Student who fails to appear before the Hearing Appeal Committee after having been notified of an appeal hearing is deemed to have waived their rights to participate in the appeal. The appeal hearing shall be terminated, and the Hearing Appeal Committee shall be dismissed. Initial sanctions will take effect immediately.

#### **F. DELIBERATION AND DECISION**

1. The Hearing Appeal Committee shall make its findings for the appeal hearing based on the Clear and Convincing Evidence standard, as further defined in Appendix A, which demonstrates whether or not the College Conduct Officer:
  - a. Issued disproportionate or excessive sanctions in relation to the violation(s) the Respondent was found Responsible for committing.
  - b. Demonstrated unlawful discrimination during the determination of Responsibility, and/or,
  - c. Made a substantive procedural error which materially and significantly affected the weighing of evidence.
2. Following the presentation of evidence, the Hearing Appeal Committee shall privately consider the evidence and shall prepare a written report of its findings and deliver it to the College Conduct Officer, which shall ordinarily be submitted within seven (7) calendar days of the date of the appeal hearing. This report shall include the following:

- a. A brief summary of the facts as found by the Hearing Appeal Committee, and a determination of evidence indicating whether the College Conduct Officer's findings should or should not be overturned;
  - b. A finding indicating the appropriateness of the disciplinary sanction imposed on the Student by the College Conduct Officer. This finding may state:
    - A finding that the Student is Responsible and that the disciplinary action proposed is appropriate; or
    - A finding that the Student is Responsible, but that the disciplinary action imposed by the College Conduct Officer was excessive to the violation, and as such, a recommendation be made for a lessened sanction;
    - A finding that the College Conduct Officer committed a substantive procedural error during the investigation or finding which would unduly taint the legitimacy of the finding of Responsibility, resulting in the finding to be set aside.
3. The report of the Hearing Appeal Committee shall be sent by the Hearing Appeal Committee Chair to the Respondent. If the Committee has made a finding evidencing substantive procedural error, the Committee shall provide a copy of the report to the Vice President of Student Services. The College Conduct Office shall copy the Vice President of Student Services on written notification to the Student(s) involved.
  4. No finding by the Hearing Appeal Committee recommending the setting aside of a finding of Responsibility due to procedural error by the College Conduct Officer shall act as a bar to a subsequent investigation by another College Conduct Officer from within the District of the underlying facts and evidence of the matter appealed and making a finding and determination of Responsibility.

#### **G. RECOMMENDATION FOR EXPULSION**

If, after hearing, the Hearing Appeal Committee recommends expulsion to the College President, the College President shall deliver a written recommendation for the Student's expulsion to the Chancellor. A copy of the President's recommendation shall be provided to the Student, or if the Student is a dependent minor to their parent or guardian, by the Office of the President.

The College President's recommendation for expulsion shall contain a statement of the charges against the Student that provides the basis for their request that the Student be expelled, including a factual description of the conduct upon which the charges are based, and the action(s) taken by the Hearing Appeal Committee.

#### **H. REVIEW BY THE CHANCELLOR**

1. The Student may appeal the College President's recommendation for expulsion, but not for other sanctions, by submitting a letter of appeal via personal delivery, delivery by a professional process server, or by certified mail to the Chancellor's office within ten (10) calendar days of their receipt of the College President's recommendation for expulsion. It is the student's responsibility to ensure the letter of appeal is delivered.
2. The letter of appeal to the Chancellor shall state the reasons why the Student should not be expelled and shall not exceed fifteen (15) pages in length. The Student or any representative of the student does not have the right to meet personally with the Chancellor under this procedure.
  - a. Chancellor's Recommendation to the Board. If the Chancellor has decided to recommend the Student's expulsion, they shall

cause to be placed on a Board agenda for action at the next board meeting, their recommendation that the Student be expelled.

Minor deviations in the timeline for placement of the Chancellor's recommendation on the Board agenda shall be permitted. The Chancellor shall notify the Student or the Student's parent or guardian if the Student is a dependent minor of their decision to seek expulsion. The Chancellor's notice shall be in writing, setting forth the Board meeting date, time, and location where the Board will consider the recommended expulsion.

- b. Appeal to the Board of Trustees. The Student may submit a Letter of Opposition to Expulsion to the Board of Trustees, through the Chancellors Office, via personal delivery, delivery by a professional process server, or by certified mail setting forth the Student's basis for opposition to the recommended expulsion. The Student's letter must be received no less than seven (7) calendar days prior to the scheduled Board meeting date.
3. The Student's Letter of Opposition shall not exceed ten (10) pages in length, explaining to the Board why they should not be expelled. The Student may attach to their letter any documents they wish the Board to consider.
  4. The Chancellor shall submit the following documents to the Board prior to the Board acting on their recommendation for expulsion:
    - a. A copy of the correspondence provided to the Student informing the Student of the alleged violations of the Standards of Student Conduct;
    - b. A copy of the investigative findings of the College Conduct Officer, including any relevant evidence collected and assessed.
    - c. A copy of the report, if any, of the Hearing Appeal Committee;
    - d. A copy of the President's recommendation for expulsion;
    - e. A copy of any letters or documents submitted by the Student; and
    - f. The Chancellor's recommendation regarding expulsion of the Student.
  5. The Board's Decision Regarding Expulsion  
The Board's decision shall be final and shall end the Student's appeal process relating to expulsion.
  6. Notification to College Conduct Officer  
The Executive Assistant to the Chancellor's Office shall notify the College Conduct Officer in writing of the Board's decision regarding the Student's expulsion and shall provide the College Conduct Officer with a copy of the meeting minutes evidencing the Board's action.
  7. Notification to Student  
The Chancellor's Office shall notify the Student in writing of the Board's decision regarding their status as a Student in the District

#### **I. READMISSION AFTER A SUSPENSION**

- The following procedures shall apply to a Student's request for readmission.
- A Student who has been suspended is eligible to apply for readmission if:
  - The term of the Student's long term suspension will expire within thirty (30) calendar days.
  - The Student has complied with all the terms and conditions of their suspension; and
  - During the course of the Student's suspension, the Student has not engaged in any behavior or activity that would be cause for discipline under the Standards of Student Conduct if the individual were a District Student.

### 1. Procedure for Re-admission Following Long-Term Suspension

- The Student seeking readmission must make a written request for readmission to the College Conduct Office.
- The College Conduct Officer may request a meeting with the Student seeking readmission to ascertain their eligibility for readmission.
- Ordinarily, within thirty (30) calendar days of the date of their receipt of a written request for readmission, the College Conduct Officer shall decide whether the request should be granted or denied.
- The College Conduct Officer shall notify the Student of their decision in writing and shall, in case of denial, include the reasons for such denial.
- A Student, whose application for readmission has been denied, may not apply for readmission until the next registration cycle after denial of their application.

#### **SBCCD Administrative Procedure 5520**

## Student Complaints

Students are encouraged to resolve differences and disagreements at the appropriate level of the dispute. However, should this initial approach be inappropriate, students may submit a written complaint at [valleycollege.edu/reporting](http://valleycollege.edu/reporting). Once received, the complaint will be forwarded to the appropriate college official for review, and the complaint will receive a response as soon as possible.

#### **Student Grievance and Due Process**

It is the stated policy of the Board of Trustees of the San Bernardino Community College District that, "the relationship between students and college personnel is of vital importance to the learning process." With this principle comes the recognition that there may be many divergent viewpoints and that a process by which these viewpoints can be aired and resolved must be established.

### Cause and Filing

Student grievance proceedings may be initiated against a District employee or another student for any of the following reasons:

- Any act or threat of intimidation;
- Any act or threat of physical aggression;
- Any arbitrary action or imposition of sanctions without a proper regard to due process as specified in college procedures.

#### **Notice:**

1. Grades are not grievable (see **notation** at end of policy);
2. Sexual Harassment complaints are filed in accordance with Board Regulation 3430 and are not covered under Student Grievances;
3. Discrimination complaints are filed in accordance with Board Regulation 3430 and are not covered under Student Grievances.

### Who to File a Grievance With?

A student may submit a grievance to any manager or employee in any area for delivery to the Vice President of Student Services who will assess which manager or vice president is to oversee the grievance process.

Student grievances should be filed with the appropriate college administrator for resolution. Examples are:

- Classroom or teacher-related issues should be submitted to the Vice President of Instruction, or designee;

- Student service or counseling-related issues should be submitted to the Vice President of Student Services, or designee;
- Building, grounds, cashiering, mailroom, switchboard, food services or police-related issues should be submitted to the Vice President of Administrative Services, or designee.

### Time for Filing a Grievance Notice

The appropriate vice president, district manager, or designee will accept a formal written student grievance when submitted within 180 calendar days of the event's occurrence and under the provisions specified. A grievance may be denied if the events occurred more than 180 calendar days prior to the date in which the grievance was filed in writing.

### Student Status for Filing a Grievance

Only registered students may file a student grievance. Non-student grievances may be considered by the designated vice president or manager if the grievance is a result of a dispute arising out of the registration or enrollment process and the grievance is filed within thirty calendar days of the alleged incident.

### Group Grievance

If more than one student files a grievance against an individual on the same issue or situation, members of the group shall select one person to serve as spokesperson/representative for the entire group.

### Informal Student Complaint Resolution Process (Non-Written)

**Step 1:** Every effort shall be made to resolve a student complaint at the lowest level possible. A student must first attempt to resolve the issue directly. If this is not practical or possible, or due to the nature of the problem, or failing a resolution the grievance progresses to Step 2.

**Step 2:** A student who is not satisfied with the Step 1 outcome may next attempt to resolve the alleged problem by conferring with the immediate supervisor of the employee with whom the initial conference was held. If the grievance is alleged against another student, Step 2 would be taken to the Disciplinary Officer. Upon such a request, the administrator shall inform and confer with any employee or student named by the student. In turn, the administrator shall schedule a meeting with the grievant and if requested, all involved parties, not more than ten (10) school days from the date of the initial request.

### Formal Procedures

If the alleged problem is not resolved at the Informal Level, the student may request a formal hearing in writing with the appropriate vice president or designee. This written notice shall state the conditions, practice, alleged act, or injustice that is being grieved, the date(s) of the alleged occurrence and should, if possible, include a proposed remedy or resolution to the problem.

**Step 1:** Within three (3) working days of receipt of the written student grievance notice, the appropriate Vice President or designee shall determine if the allegations were filed in a timely manner and meet the criteria outlined. If the student grievance notice fails to meet the above criterion, the Vice President shall notify the student of this determination and the grievance shall be terminated. If the student grievance notice is not terminated, the Vice President shall appoint a Student Grievance Hearing Committee within five (5) working days.

**Step 2:** Any employee who has conferred with a student who requests a hearing shall prepare a written account of the discussion, which shall be forwarded, to the appropriate Vice President or designee.

**Step 3:** The student and any college personnel or student involved in the allegations shall be notified of a hearing and the time and place of the hearing in writing. The notice shall include the names of the Hearing Committee and all documentation relating to the allegation(s).

**Step 4:** The Hearing Committee shall consist of either a maximum of two faculty or two classified staff members, based on the nature of the classification of staff involved, two students, and one administrator to hear the grievance. The administrator where the issue relates shall serve as chairperson of the hearing committee.

## Hearing Procedures

1. The hearing shall convene within ten (10) working days of the receipt of the student grievance notice unless mutually agreed upon for a delay.
2. The hearing shall be closed unless the District employee or student against whom the grievance is brought requests that it be open.
3. The following persons should be present:
  - The Hearing Committee
  - The student grievant and non-legal representative/advocate if any
  - The college employee or student against whom the grievance is brought and a representative of the appropriate bargaining unit, if any
  - Witnesses, while presenting testimony.
4. Both parties shall notify the appropriate Vice President or designee, in writing within three (3) working days of the hearing if he/she will be accompanied by a representative/advocate. Such notification shall include the name and title of the representative. The Committee Chairperson shall be obligated to immediately notify the parties directly involved.
5. Although minutes will be taken at the hearing to provide a written record, if all parties agree the hearing may also be tape-recorded.
6. All participants in a hearing shall be advised by the Committee Chairperson that the proceedings are confidential.
7. Witnesses shall not be required to testify under oath; however, witnesses shall be advised that false testimony will constitute grounds for college disciplinary action.
8. The proceedings will not be bound by formal rules of evidence nor trial-like procedures. Rather, the procedures will be those upon which reasonable persons would rely in the conduct of serious affairs. The Committee Chairperson shall rule on all procedural issues. If substantive or procedural issues arise during the hearing that require external assistance for resolution, the Hearing Committee Chairperson should recess the hearing and submit the issue to the college president for resolution.
9. Evidence and/or testimony, which may be irrelevant or unduly repetitious, may be so noted by the Committee Chairperson.
10. The burden of proof to sustain a grievance rests with the student.
11. If the grievant fails to appear at the time and place scheduled for the hearing, and fails to notify the committee of the circumstances the grievance will be considered to have been withdrawn and procedures will be terminated. Depending on the nature of the circumstances, the committee shall determine if the hearing should be rescheduled within a reasonable time period. It is recommended that the defendant participate in the hearing.
12. Upon conclusion of the hearing, within five (5) working days, the Committee Chairperson shall submit to the Vice President a written report. The report shall include:
  - A brief summary of evidence submitted;
  - A finding of facts, supported by a preponderance of the evidence;
  - A recommendation that the grievance be sustained or denied; and
  - In the event the recommendation is to sustain the grievance, a recommendation of appropriate corrective action.
13. Upon review of the Hearing Committee's report, the Vice President or designee shall make a final determination.

## Notification

Within five (5) working days following receipt of the report of the Hearing Committee chairperson, the Vice President or designee shall provide a written notification to the student/s and to the employee/s directly involved in the issues as to the final determination.

## Appeal to President

If either the complainant or accused is not satisfied with the final college-level disposition of the grievance, the party may, within ten (10) working days, appeal the decision to the College President. The basis of appeals are:

- All parties shall be notified by the President of the appeal.
- The President shall provide written notification to the student and to other parties directly involved in the issues as to his/her recommendation within five (5) working days.

## Appeal to the Chancellor

If either party is not satisfied with the final college-level disposition of the grievance, he/she may, within ten (10) working days, appeal (state the basis of the appeal again) the decision to the Board of Trustees through the District Chancellor. All parties shall be notified by the Chancellor of the appeal. The Chancellor shall report the grievance in closed session to the Board of Trustees for final determination. The Chancellor shall provide written notification to the student and to other parties directly involved in the issues as to his/her recommendation within five (5) working days. The determination of the Board of Trustees is final.

## General Provisions

1. The time limits specified in this procedure may be shortened or extended if there is mutual written concurrence between the parties.
2. At any step of the grievance procedure, the college President may designate a substitute for the designated college officials.
3. Failure of the student grievant to appeal a grievance determination at any step to another step within the specified time limits shall be deemed as acceptance of the last determination rendered.
4. It is the intent of this policy that the confidentiality of the discussions, including any documents or written records, be maintained by the participants.
5. It will not be mandatory for any staff member to attend the student grievance meetings nor will the student grievance procedure supersede staff member's contractual rights.

## Grade Appeal Process

Any student complaint about a grade should first be made to the instructor involved. All attempts should be made to resolve the grade dispute at the lowest level. (Please see Student Complaints section for additional information).



By law, the instructor is solely responsible for the grades assigned in courses; no instructor may be directed to change a grade except in cases of mistake, fraud, bad faith, or incompetence as authorized by the California Education Code, Section 76224 (a).

To appeal a grade, the student must provide evidence that the instructor issued a grade in:

1. Mistake – unintentional error on part of the instructor
2. Fraud – intentional misrepresentation of any or all facts, which lead to a negative outcome
3. Bad faith – any other intentional act of the instructor, which negatively impacts the grade of the student
4. Incompetency – there is evidence that the instructor does not have the knowledge, skills, and/or abilities to conduct and fairly grade the course. Incompetence is usually pervasive, and not restricted to one student or one incident.

Grade appeals with supporting documentation must be submitted with the Student Grade Appeal form to the Director of Admissions and Records. The student must provide evidence that one of the four conditions listed above (mistake, fraud, bad faith, or incompetency) resulted in the assignment of the grade in question. The burden of proof in this process lies with the student. The Director of Admissions and Records, in consultation with the Vice President of Instruction, will make a thorough review of the grade appeals documentation provided by the student within 30 working days. If warranted, the student's appeal will be forwarded to a hearing committee for review.

## Student Success and Support Program (SSSP)

Student Success and Support Program is a process designed to assist students in accomplishing their educational goals. The process brings the college and the student into an agreement for the purpose of realizing the student's educational goal. The primary purpose of SSSP is student success.

### The college agrees to provide:

- Admissions application process.
- Orientation to the college's programs and services,
- Assessment of the student's study skills, English language proficiency, computational skills, goals, career aspirations, academic performance, and need for special services,
- Counseling and advisement to develop a Student Education Plan (SEP) and follow-up evaluation of each student's progress in achieving an educational goal.

### The student agrees to:

- Express at least a broad educational intent upon admission,
- Declare an educational goal by the time the student has completed 15 units,
- Attend class,
- Work diligently to complete course assignments,
- Demonstrate an effort to attain an educational goal,
- Meet with a counselor to develop a Student Education Plan (SEP) that will meet his/her unique needs.

SSSP goals are partially fulfilled through the SDEV 001 class. Students who intend to graduate from San Bernardino Valley College are required to complete SDEV 001 during the first two semesters in which they are enrolled in nine (9) or more units.

Students may be exempt from this requirement upon completion of 30 plus units of college credit or AA/AS, and/or AA-T /AS-T degree. Additionally, career track students with vocational disciplines may apply for an exemption through the Department Chair or Division Dean of the area of study.

# GENERAL EDUCATION AND GRADUATION REQUIREMENTS

- Associate Degree Graduation Requirements (p. 50)
- Vocational Certificate Programs (p. 56)
- Transfer Information (p. 56)

## Philosophy of General Education (GE)

General Education provides students the means to comprehend the modern world. Toward that end, General Education provides students learning experiences meant to develop such abilities as being able to think critically, communicate clearly, use science and technology, and possess the basic principles, concepts, and methodologies both unique to, and shared by, various disciplines. General Education prepares students from diverse communities to live in and contribute to a complex, changing, multicultural, and diverse world. Most importantly, General Education creates a strong foundation in both breadth and depth upon which students can continue to develop an understanding of their specific interests, environments, and disciplines through productive lifelong learning.

Successful completion of approved programs at San Bernardino Valley College may lead to:

- Completion of lower division (freshman and sophomore) requirements for transfer to upper division (junior) standing at a four-year college or university;
- An *Associate of Arts* or *Associate of Science* degree;
- A *Certificate of Completion* in a specific occupational field.

Even though these objectives are listed separately, it is possible to achieve all three concurrently during the first two years of college. For example, it is possible to use the coursework completed for a certificate program as a major for an associate degree. Similarly, students completing lower division requirements for transfer to a four-year college or university will find it possible to meet the requirements for an associate degree from San Bernardino Valley College.

Students are encouraged to work with a counselor to develop an **educational plan** to meet educational goals in a time-effective manner. See Student Success and Support Program (SSSP) (<https://catalog.valleycollege.edu/student-support-programs-services/student-success-support-program-sssp/>) for details.

## Graduation Catalog Rights

A student may elect to meet graduation requirements in any one of the following ways:

1. Catalog Rights at the time the student begins at SBVC without interruption, or
2. The student who drops out for two or more consecutive semesters is subject to the requirements in the catalog at the time of reentry, or
3. The catalog in effect at the time the graduation petition is submitted.

**Note:** Summer session course requirements are included in the catalog of the previous academic year.

## Graduation Requirement Exceptions

When a student has a deficiency in one or more of the areas required for graduation, he/she has the option of filing a *Petition for Academic Exception*, which is available in the Admissions and Records Office (AD/SS 100). The

Scholastic Standards Committee will consider each petition based on its overall individual merit.

## Associate Degree Graduation Requirements

Graduates from San Bernardino Valley College (SBVC) receive an Associate of Arts degree or an Associate of Science degree. To earn an Associate degree, students must complete general education breadth requirements as specified in Option #1 or Option #2 below, as well as additional units of electives and/or lower division requirements for a major.

Students must file a Graduation Application in the Records Office by the deadlines listed below:

| Graduation        | Application Deadline |
|-------------------|----------------------|
| Fall Graduation   | October 1            |
| Spring Graduation | March 1              |
| Summer Graduation | July 1               |

When printed deadlines fall on either Saturday or Sunday, the filing period will be extended to the Monday following the deadline date.

## Associate Degree: Option #1

The Option 1 associate degrees are general degrees designed for students who plan to attend a four-year college or university.

### Associate Degree: Option 1A

The general education breadth requirements are the same as the requirements for the *Intersegmental General Education Transfer Curriculum* (IGETC). Refer to section of the catalog for the IGETC requirements (p. 63). In the process of completing this coursework, the student must fulfill these general requirements:

1. Complete a minimum of 60 transferable semester units of college coursework, with at least 12-degree applicable semester units in residence at SBVC.
2. Earn a letter grade of C or higher in each course.

### Associate Degree: Option 1B

The general education breadth requirements for this degree are the same as the requirements for the *California State University General Education Breadth Requirements* (CSU GE-Breadth). Refer to section of the catalog for the CSU GE-Breadth requirements (p. 58). In the process of completing this coursework, the student must fulfill these general requirements:

1. Complete a minimum of 60 transferable semester units of college coursework, with at least 12-degree applicable semester units in residence at SBVC.
2. Earn at least a 2.0 grade point average for the CSU GE coursework. Earn a grade of C- or better for each course in the Oral Communication, Written Communication, Critical Thinking and Mathematics/ Quantitative Reasoning categories.

## Associate Degree: Option #2

This general Associate Degree is designed for students planning to seek immediate employment after graduation. The general education breadth requirements for this degree are listed below. In the process of completing this coursework, students must fulfill these general requirements:

- Complete SDEV 001 (formerly LST 001) is required of all students taking nine (9) or more units per semester. This course must be completed within a student's first two semesters of coursework.
  - Exempt from this requirement upon completion of 30+ units of college credit or AA/AS degree or BA/BS degree.
  - Career-track students with vocational disciplines, which have articulated programs with four-year colleges or universities, apply for an exemption through the Department Chair or Division Dean of the area of study.
- Complete a minimum of 60 semester units of college coursework, with at least 12-degree applicable semester units in residence at SBVC.
- Earn an overall grade point average of C (2.00) or higher.
- Complete coursework for an Associate of Arts or an Associate of Science major as listed in Part IV of the *San Bernardino Valley College Catalog*. Note: you must declare a major in order to receive a degree. All courses used to satisfy the majors for the Associate degrees must be completed with a grade of "C" or higher.
- Demonstrate competency in English, mathematics and reading by satisfying the following criteria:
  - Competency in English as demonstrated by completion of ENGL 101 or ENGL 101H with a grade of C or higher.
  - Competency in mathematics as demonstrated by:
    - Completion of MATH 095 or MATH 096, or a higher level course in mathematics with a grade of C or higher, or a course from another college with a minimum of three semester units, *or*;
    - Completion of a mathematics proficiency examination, which is equivalent to a comprehensive final examination in MATH 095 or MATH 096 with the equivalent to a grade of C or higher.
  - Competency in reading as demonstrated by:
    - Completion of READ 015 with a grade of C or higher, or assessment into READ 100, *or*;
    - Completion of all courses required to satisfy minimum graduation requirements in Categories I, II and III as listed below with an overall grade point average of 2.00 or higher.
- Complete 27 to 29 of the 60 semester units needed for graduation from the six subject categories as listed below:

|            |   |   |
|------------|---|---|
| BIOL 206   | Organismal Biology <sup>1</sup>                                 | 4 |
| BIOL 207   | Evolutionary Ecology <sup>1</sup>                               | 4 |
| BIOL 250   | Human Anatomy and Physiology I <sup>1</sup>                     | 4 |
| BIOL 251   | Human Anatomy and Physiology II <sup>1</sup>                    | 4 |
| BIOL 260   | Human Anatomy <sup>1</sup>                                      | 4 |
| BIOL 261   | Human Physiology <sup>1</sup>                                   | 4 |
| BIOL 270   | Microbiology <sup>1</sup>                                       | 5 |
| CHEM 101   | Introductory Chemistry <sup>1</sup>                             | 4 |
| CHEM 104   | Introduction to Organic Chemistry and Biochemistry <sup>1</sup> | 4 |
| CHEM 105   | Introduction to General, Organic And Biochemistry <sup>1</sup>  | 5 |
| CHEM 150   | General Chemistry I <sup>1</sup>                                | 5 |
| CHEM 151   | General Chemistry II <sup>1</sup>                               | 5 |
| ENVSCI 100 | Introduction to Environmental Science                           | 3 |
| FN 162     | Introduction to Food and Nutrition                              | 3 |
| GEOG 110   | Physical Geography  | 3 |
| GEOG 111   | Physical Geography Laboratory <sup>1</sup>                      | 1 |
|            | or GEOG 111H Physical Geography Laboratory - Honors             |   |
| GEOG 114   | Weather and Climate <sup>1</sup>                                | 4 |
| GEOL 101   | Introduction to Physical Geology                                | 3 |
| GEOL 111   | Introduction to Physical Geology Laboratory <sup>1</sup>        | 1 |
| GEOL 112   | Historical Geology <sup>1</sup>                                 | 4 |
| GEOL 122   | Environmental Geology   | 3 |
| GEOL 250   | Geology of California   | 3 |
| GEOL 251   | Geology of the National Parks and Monuments                     | 3 |
| OCEAN 101  | Elements of Oceanography  | 3 |
| OCEAN 111  | Elements of Oceanography Laboratory <sup>1</sup>                | 1 |
| PHYSIC 101 | Introductory Physics <sup>1</sup>                               | 4 |
| PHYSIC 151 | General Physics for the Life Sciences I                         | 4 |
| PHYSIC 152 | General Physics for the Life Sciences II                        | 4 |
| PHYSIC 202 | Physics I   | 4 |
| PSYCH 141  | Introduction to Biological Psychology                           | 3 |

<sup>1</sup> Laboratory class

## Category I: Natural Science

(Minimum: 4 semester units if a laboratory is included; otherwise 6 semester units).

Courses in the following subjects carry credit for Natural Science:

| Code        | Title  | Units |
|-------------|--|-------|
| ANTHRO 106  | Biological Anthropology                          | 3     |
|             | or ANTHRO 106H Biological Anthropology - Honors  |       |
| ANTHRO 106L | Biological Anthropology Laboratory <sup>1</sup>  | 1     |
| ASTRON 120  | Introduction to Astronomy                        | 3     |
| ASTRON 125  | Astronomy Laboratory <sup>1</sup>                | 1     |
| BIOL 100    | General Biology <sup>1</sup>                     | 4     |
| BIOL 102    | Human Biology                                    | 3     |
| BIOL 104    | Human Ecology                                    | 3     |
| BIOL 109    | History of Life <sup>1</sup>                     | 4     |
|             | or BIOL 109H History of Life - Honors            |       |
| BIOL 141    | Genetics   | 3     |
| BIOL 155    | Introductory Anatomy and Physiology <sup>1</sup> | 4     |
| BIOL 205    | Cell and Molecular Biology <sup>1</sup>          | 4     |

## Category II: Social and Behavioral Science

(Minimum: 6 semester units; the two courses must be from two different subject areas).

Courses in the following subjects carry credit for Social and Behavioral Sciences:

| Code       | Title   | Units |
|------------|---|-------|
| ANTHRO 100 | Introduction to Archaeology                         | 3     |
| ANTHRO 102 | Cultural Anthropology                               | 3     |
|            | or ANTHRO 102H Cultural Anthropology - Honors       |       |
| ANTHRO 103 | Anthropology of Food                                | 3     |
| ANTHRO 106 | Biological Anthropology                             | 3     |
|            | or ANTHRO 106H Biological Anthropology - Honors     |       |
| ANTHRO 108 | Introduction to Native American Studies             | 3     |
|            | or ETHS 108 Introduction to Native American Studies |       |
| ANTHRO 109 | Visual Culture and Art                              | 3     |
| ANTHRO 110 | Magic, Witchcraft, and Religion                     | 3     |

|              |  |   |               |   |   |
|--------------|--|---|---------------|---|---|
| ANTHRO 125   | Language and Culture   | 3 | PHIL 180      | Death and Dying   | 3 |
| CD 105       | Child Growth and Development                                 | 3 | POLIT 100     | American Politics   | 3 |
| or CD 105H   | Child Growth and Development - Honors                        |   | POLIT 110     | Introduction to Political Theory                          | 3 |
| CD 108       | Early Childhood Development                                  | 3 | or POLIT 110H | Introduction to Political Theory - Honors                 |   |
| CD 126       | Child, Family, and the Community                             | 3 | POLIT 140     | Introduction to Comparative Politics                      | 3 |
| COMMST 135   | Mass Media and Society                                       | 3 | POLIT 141     | Introduction to World Politics                            | 3 |
| COMMST 174   | Intercultural Communication                                  | 3 | or POLIT 141H | Introduction to World Politics - Honors                   |   |
| COMMST 176   | Gender Differences in Communication                          | 3 | POLIT 150     | Introduction to Public Policy                             | 3 |
| ECON 100     | Introduction to Economics                                    | 3 | PSYCH 100     | General Psychology  | 3 |
| ECON 200     | Principles of Macroeconomics                                 | 3 | or PSYCH 100H | General Psychology - Honors                               |   |
| or ECON 200H | Principles of Macroeconomics - Honors                        |   | PSYCH 102     | Personal and Social Adjustment                            | 3 |
| ECON 201     | Principles of Microeconomics                                 | 3 | PSYCH 110     | Abnormal Psychology                                       | 3 |
| or ECON 201H | Principles of Microeconomics - Honors                        |   | PSYCH 111     | Developmental Psychology: Lifespan                        | 3 |
| ETHS 100     | Introduction to Ethnic Studies                               | 3 | PSYCH 112     | Developmental Psychology: Child and Adolescent Psychology | 3 |
| FTVM 101     | Introduction to Electronic Media                             | 3 | PSYCH 118     | Human Sexual Behavior                                     | 3 |
| GEOG 102     | Cultural Geography   | 3 | RELIG 110     | Magic, Witchcraft, and Religion                           | 3 |
| GEOG 106     | Geographic Perspectives on the Environment                   | 3 | RELIG 135     | Religion in America                                       | 3 |
| GEOG 118     | California Geography   | 3 | RELIG 180     | Death and Dying   | 3 |
| GEOG 120     | World Regional Geography                                     | 3 | SOC 100       | Introduction to Sociology                                 | 3 |
| GLST 101     | Introduction to Global Studies                               | 3 | or SOC 100H   | Introduction to Sociology - Honors                        |   |
| GLST 102     | Global Issues  | 3 | SOC 110       | Social Problems   | 3 |
| HIST 100     | United States History to 1877                                | 3 | or SOC 110H   | Social Problems - Honors                                  |   |
| or HIST 100H | United States History to 1877 - Honors                       |   | SOC 120       | Health and Social Justice                                 | 3 |
| HIST 101     | United States History: 1865 to Present                       | 3 | or ETHS 120   | Health and Social Justice                                 |   |
| or HIST 101H | United States History: 1865 to Present - Honors              |   | SOC 130       | Family Sociology  | 3 |
| HIST 107     | Native American Experiences in U.S. History                  | 3 | SOC 135       | Introduction to Crime                                     | 3 |
| or ETHS 107  | Native American Experiences in U.S. History                  |   | SOC 141       | Race and Ethnic Relations                                 | 3 |
| or HIST 107H | Native American Experiences in U.S. History - Honors         |   | or ETHS 141   | Race and Ethnic Relations                                 |   |
| or ETHS 107H | Native American Experiences in U.S. History - Honors         |   | or SOC 141H   | Race and Ethnic Relations - Honors                        |   |
| HIST 137     | Experiences of Racial and Ethnic Groups in U.S. History      | 3 | or ETHS 141H  | Race and Ethnic Relations - Honors                        |   |
| or ETHS 137  | Experiences of Racial and Ethnic Groups in U.S. History      |   | SOC 145       | Sociology of Gender                                       | 3 |
| HIST 138     | The African American Experience in U.S. History to 1877      | 3 | SOC 150       | Ageing and the Life Course                                | 3 |
| or ETHS 138  | The African American Experience in U.S. History to 1877      |   |               |   |   |
| HIST 139     | The African American Experience in U.S. History From 1877    | 3 |               |   |   |
| or ETHS 139  | The African American Experience in U.S. History From 1877    |   |               |   |   |
| HIST 140     | Chicano Experiences in U.S. History                          | 3 |               |   |   |
| or ETHS 140  | Chicano Experiences in U.S. History                          |   |               |   |   |
| or HIST 140H | Chicano Experiences in U.S. History - Honors                 |   |               |   |   |
| or ETHS 140H | Chicano Experiences in U.S. History - Honors                 |   |               |   |   |
| HIST 142     | Experiences of Asian Americans in U.S. History               | 3 |               |   |   |
| HIST 145     | History of California  | 3 |               |   |   |
| HIST 150     | Introduction to Latin American History                       | 3 |               |   |   |
| HIST 170     | World History to 1500  | 3 |               |   |   |
| HIST 171     | World History Since 1500                                     | 3 |               |   |   |
| HIST 176     | Comparative History of Genocide and War Crimes               | 3 |               |   |   |
| KIN 202      | History of Physical Education and Sport In the United States | 3 |               |   |   |

### Category III: Humanities

(Minimum: 6 semester units; the two courses must be from different subject areas with no more than three semester units within the category of Applied Courses as identified below).

#### Courses in the following subjects carry credit for Humanities:

| Code         | Title   | Units |
|--------------|---|-------|
| ANTHRO 108   | Introduction to Native American Studies                       | 3     |
| ANTHRO 109   | Visual Culture and Art  | 3     |
| ANTHRO 110   | Magic, Witchcraft, and Religion                               | 3     |
| ARAB 101     | College Arabic I  | 5     |
| ARAB 102     | College Arabic II   | 5     |
| ARCH 145     | History of Architecture: Early Design Through Gothic          | 3     |
| or ARCH 145H | History of Architecture: Early Design Through Gothic - Honors |       |
| ARCH 146     | History of Architecture: Renaissance Through Modern           | 3     |
| or ARCH 146H | Architecture History: Renaissance to Modern - Honors          |       |

|              |  |   |               |  |   |
|--------------|--|---|---------------|--|---|
| ART 100      | Art History: The Stone Age to the Middle Ages            | 3 | HIST 137      | Experiences of Racial and Ethnic Groups in U.S. History              | 3 |
| ART 102      | Art History: Renaissance to Present                      | 3 | or ETHS 137   | Experiences of Racial and Ethnic Groups in U.S. History              |   |
| or ART 102H  | Art History: Renaissance to Present - Honors             |   | HIST 138      | The African American Experience in U.S. History to 1877              | 3 |
| ART 103      | Art Appreciation   | 3 | or ETHS 138   | The African American Experience in U.S. History to 1877              |   |
| ART 105      | History of Modern Art                                    | 3 | HIST 139      | The African American Experience in U.S. History From 1877            | 3 |
| ART 107      | Art History: Africa, Oceania and the Americas            | 3 | or ETHS 139   | The African American Experience in U.S. History From 1877            |   |
| ART 108      | Art of Mexico and Mesoamerica                            | 3 | HIST 140      | Chicano Experiences in U.S. History                                  | 3 |
| ASL 109      | American Sign Language I                                 | 4 | or ETHS 140   | Chicano Experiences in U.S. History                                  |   |
| ASL 110      | American Sign Language II                                | 4 | or HIST 140H  | Chicano Experiences in U.S. History - Honors                         |   |
| ASL 111      | American Sign Language III                               | 4 | or ETHS 140H  | Chicano Experiences in U.S. History - Honors                         |   |
| ASL 112      | American Sign Language IV                                | 4 | HIST 142      | Experiences of Asian Americans in U.S. History                       | 3 |
| CHIN 101     | College Mandarin Chinese I                               | 5 | HIST 145      | History of California  | 3 |
| CHIN 102     | College Mandarin Chinese II                              | 5 | or HIST 145H  | History of California - Honors                                       |   |
| DANCE 100    | Dance History and Appreciation                           | 3 | HIST 150      | Introduction to Latin American History                               | 3 |
| ENGL 032     | Creative Writing   | 3 | HIST 170      | World History to 1500  | 3 |
| ENGL 061     | Women Writers  | 3 | HIST 171      | World History Since 1500   | 3 |
| ENGL 070     | English Literature: Middle Ages to 18th Century          | 3 | HIST 176      | Comparative History of Genocide and War Crimes                       | 3 |
| ENGL 071     | English Literature: 18th Century to Present              | 3 | HIST 185      | Women in United States History                                       | 3 |
| ENGL 075     | Literature and Religion of the Bible                     | 3 | MUS 100       | Music Appreciation   | 3 |
| ENGL 140     | Exploring the World of Science Fiction                   | 3 | MUS 101       | Music Theory I: Fundamentals   | 3 |
| ENGL 141     | Mystery and Detective Fiction                            | 3 | MUS 102       | Music Theory II: Scales and Modes                                    | 3 |
| ENGL 151     | Freshman Composition and Literature                      | 3 | MUS 104       | History of Rock and Roll   | 3 |
| or ENGL 151H | Freshman Composition and Literature - Honors             |   | MUS 105       | American Popular Music   | 3 |
| ENGL 153     | Literature and Film                                      | 3 | MUS 106       | History of Jazz  | 3 |
| ENGL 161     | Women Writers  | 3 | MUS 107       | Music Cultures of the World  | 3 |
| ENGL 163     | Chicana/o Literature                                     | 3 | MUS 108       | History of Hip Hop Music   | 3 |
| or ETHS 163  | Chicana/o Literature                                     |   | MUS 121       | Music History and Literature - Middle Ages Through Baroque           | 3 |
| ENGL 165     | African-American Literature                              | 3 | or MUS 121H   | Music History and Literature - Middle Ages Through Baroque - Honors  |   |
| or ETHS 165  | African-American Literature                              |   | MUS 122       | Music History and Literature - Classic through Contemporary          | 3 |
| ENGL 175     | The Literature and Religion of the Bible                 | 3 | or MUS 122H   | Music History and Literature - Classic Through Contemporary - Honors |   |
| ENGL 232     | Creative Writing   | 3 | MUS 201       | Music Theory III: Basic Harmony                                      | 3 |
| ENGL 260     | American Literature to Mid 19th Century                  | 3 | MUS 202       | Music Theory IV: Harmony   | 3 |
| ENGL 261     | American Literature From 1865 to Present                 | 3 | PHIL 101      | Introduction to Philosophy   | 3 |
| ENGL 270     | English Literature: Middle Ages to 18th Century          | 3 | or PHIL 101H  | Introduction to Philosophy - Honors                                  |   |
| or ENGL 270H | English Literature: Middle Ages to 18th Century - Honors |   | PHIL 105      | Introduction to Ethics   | 3 |
| ENGL 271     | English Literature: 18th Century to Present              | 3 | PHIL 112      | Philosophy in Literature   | 3 |
| or ENGL 271H | English Literature: 18th Century to Present - Honors     |   | PHIL 180      | Death and Dying  | 3 |
| FRENCH 101   | College French I   | 5 | RELIG 100     | Introduction to Religious Studies                                    | 3 |
| FRENCH 102   | College French II  | 5 | or RELIG 100H | Introduction to Religious Studies - Honors                           |   |
| FTVM 102     | Introduction to Media Aesthetics and Cinematic Arts      | 3 | RELIG 101     | Introduction to World Religions                                      | 3 |
| FTVM 103     | Ethnicity and Identity in Media                          | 3 | RELIG 110     | Magic, Witchcraft, and Religion                                      | 3 |
| or ETHS 103  | Ethnicity and Identity in Media                          |   | RELIG 135     | Religion in America  | 3 |
| HIST 100     | United States History to 1877                            | 3 | RELIG 150     | Introduction to Mythology  | 3 |
| or HIST 100H | United States History to 1877 - Honors                   |   | RELIG 175     | The Literature and Religion of the Bible                             | 3 |
| HIST 101     | United States History: 1865 to Present                   | 3 |               |  |   |
| or HIST 101H | United States History: 1865 to Present - Honors          |   |               |  |   |
| HIST 107     | Native American Experiences in U.S. History              | 3 |               |  |   |
| or ETHS 107  | Native American Experiences in U.S. History              |   |               |  |   |
| or HIST 107H | Native American Experiences in U.S. History - Honors     |   |               |  |   |
| or ETHS 107H | Native American Experiences in U.S. History - Honors     |   |               |  |   |

|              |                                  |   |           |                                       |     |
|--------------|----------------------------------|---|-----------|---------------------------------------|-----|
| RELIG 176    | Jesus and His Interpreters       | 3 | MUS 117B  | Intermediate Acoustic Guitar          | 1   |
| RELIG 180    | Death and Dying                  | 3 | MUS 117C  | Intermediate/Advanced Acoustic Guitar | 1   |
| SPAN 101     | College Spanish I                | 5 | MUS 117D  | Advanced Acoustic Guitar              | 1   |
| SPAN 102     | College Spanish II               | 5 | MUS 123   | Electronic Music I                    | 3   |
| or SPAN 102H | College Spanish II - Honors      |   | MUS 124   | Electronic Music II                   | 3   |
| SPAN 103     | College Spanish III              | 4 | MUS 130   | Elementary Voice                      | 3   |
| or SPAN 103H | College Spanish III - Honors     |   | MUS 131   | Intermediate Voice                    | 3   |
| SPAN 104     | College Spanish IV               | 4 | MUS 133   | Elementary Piano                      | 1   |
| SPAN 157     | Spanish for Heritage Speakers I  | 4 | MUS 134   | Intermediate Piano                    | 1   |
| SPAN 158     | Spanish for Heritage Speakers II | 4 | MUS 135   | Advanced Piano                        | 1   |
| THART 100    | Introduction to the Theatre      | 3 | MUS 141X2 | Applied Music I                       | 0.5 |
| THART 105    | Script Analysis                  | 3 | MUS 150X4 | Mixed Chorus                          | 1   |
| THART 110    | Voice and Diction for Actors     | 3 | MUS 152X4 | Chamber Singers                       | 2   |

### Applied Courses (Humanities)

| Code     | Title  | Units | Code        | Title                            | Units |
|----------|--|-------|-------------|----------------------------------|-------|
| ART 120  | Two-Dimensional Design                       | 3     | MUS 153X4   | Chamber Chorale                  | 2     |
| ART 121  | Three-Dimensional Design                     | 3     | MUS 154X4   | College Singers                  | 2     |
| ART 124A | Beginning Drawing                            | 3     | MUS 156X4   | Concert Choir                    | 2     |
| ART 124B | Intermediate Drawing                         | 3     | MUS 158X4   | Gospel Choir                     | 1     |
| ART 124C | Advanced Drawing                             | 3     | MUS 159X4   | Theatrical Music Workshop        | 2     |
| ART 126A | Beginning Painting                           | 3     | MUS 162X4   | Wind Ensemble                    | 1     |
| ART 126B | Intermediate Painting                        | 3     | MUS 166X4   | Concert Band                     | 1     |
| ART 126C | Advanced Painting                            | 3     | MUS 170X2   | Jazz Improvisation and Theory I  | 1     |
| ART 132A | Beginning Life Drawing                       | 3     | MUS 171X2   | Jazz Improvisation and Theory II | 1     |
| ART 132B | Intermediate Life Drawing                    | 3     | MUS 180X4   | Instrumental Chamber Music       | 1     |
| ART 132C | Advanced Life Drawing                        | 3     | MUS 201L    | Musicianship III                 | 1     |
| ART 145  | Fundamentals of Graphic Design               | 3     | MUS 202L    | Musicianship IV                  | 1     |
| ART 148  | Beginning Computer Graphic Design            | 3     | MUS 210     | Conducting                       | 3     |
| ART 149  | Intermediate Computer Graphic Design         | 3     | MUS 241X2   | Applied Music II                 | 0.5   |
| ART 161  | Digital Photography                          | 3     | THART 114X4 | Rehearsal and Performance        | 4     |
| ART 175A | Beginning Sculpture                          | 3     | THART 120   | Acting Fundamentals I            | 3     |
| ART 175B | Intermediate Sculpture                       | 3     | THART 121   | Acting Fundamentals II           | 3     |
| ART 175C | Advanced Sculpture                           | 3     | THART 132   | Lighting Design Fundamentals     | 3     |
| ART 180  | Beginning 3D Computer Animation              | 3     | THART 135   | Directing Fundamentals           | 3     |
| ART 212A | Beginning Ceramics                           | 3     | THART 136   | Introduction to Theatre Design   | 3     |
| ART 212B | Intermediate Ceramics                        | 3     | THART 139   | Fundamentals of Costume Design   | 3     |
| ART 212C | Intermediate/Advanced Ceramics               | 3     | THART 147   | Theatre Movement                 | 3     |
| ART 212D | Advanced Ceramics                            | 3     | THART 160X4 | Technical Theatre in Production  | 3     |
| ART 240A | Beginning Glassblowing                       | 3     | THART 165   | Stage Makeup                     | 3     |
| ART 240B | Intermediate Glassblowing                    | 3     | THART 166   | Improvisational Acting           | 3     |
| ART 240C | Intermediate/Advanced Glassblowing           | 3     |             |                                  |       |
| ART 240D | Advanced Glassblowing                        | 3     |             |                                  |       |
| ART 270A | Beginning Design in Glass                    | 3     |             |                                  |       |
| ART 270B | Intermediate Design in Glass                 | 3     |             |                                  |       |
| ART 270C | Intermediate/Advanced Design in Glass        | 3     |             |                                  |       |
| ART 270D | Advanced Design in Glass                     | 3     |             |                                  |       |
| FTVM 122 | Acting and Directing for Television and Film | 3     |             |                                  |       |
| FTVM 131 | Cinematography                               | 3     |             |                                  |       |
| MUS 101L | Musicianship I                               | 1     |             |                                  |       |
| MUS 102L | Musicianship II                              | 1     |             |                                  |       |
| MUS 117A | Elementary Acoustic Guitar                   | 1     |             |                                  |       |

### Category IV: Communication and Analytical Thinking

(Minimum: 6 semester units)

1. English composition is required of all students. Courses meeting this requirement are ENGL 101 or ENGL 101H.
2. Students may select from the following courses to complete the other portion of the requirement:

| Code           | Title  | Units |
|----------------|--|-------|
| COMMST 100     | Elements of Public Speaking                        | 3     |
| or COMMST 100H | Elements of Public Speaking - Honors               |       |
| COMMST 111     | Interpersonal Communication                        | 3     |
| COMMST 125     | Critical Thinking Through Argumentation and Debate | 3     |

|              |  |   |
|--------------|--|---|
| COMMST 140   | Small Group Communication  | 3 |
| ECON 208     | Business and Economic Statistics                                       | 4 |
| ENGL 102     | Intermediate Composition and Critical Thinking                         | 4 |
| or ENGL 102H | Intermediate Composition and Critical Thinking - Honors                |   |
| MATH 102     | College Algebra <sup>1</sup>   | 4 |
| PHIL 102     | Critical Thinking and Writing  | 3 |
| PHIL 103     | Introduction to Logic: Argument and Evidence                           | 3 |
| PSYCH 105    | Statistics for the Behavioral Sciences (completed Fall 2009 and later) | 4 |
| READ 100     | College Academic Reading   | 3 |
| READ 102     | Critical Reading As Critical Thinking                                  | 3 |

<sup>1</sup> Students can take MATH 102 or higher.

## Category V: Lifelong Learning and Self Development

(Minimum 2 semester units)

**Courses in the following subjects carry credit for this requirement: (Note: A maximum of four semester units of Kinesiology activity courses can apply for graduation requirements.)**

| Code          | Title                                      | Units |
|---------------|--|-------|
| BIOL 140      | Biology of Sexually Transmitted Diseases   | 2     |
| BUSAD 039     | Strategies for Successful Employment       | 3     |
| CD 101        | Parent-Child Interaction                   | 3     |
| CD 105        | Child Growth and Development               | 3     |
| or CD 105H    | Child Growth and Development - Honors      |       |
| CD 126        | Child, Family, and the Community           | 3     |
| DANCE 101A    | Beginning Modern Dance                     | 2     |
| DANCE 101B    | Beginning/Intermediate Modern Dance        | 2     |
| DANCE 102A    | Intermediate Modern Dance                  | 2     |
| DANCE 102B    | Intermediate/Advanced Modern Dance         | 2     |
| DANCE 103A    | Beginning Ballet                           | 2     |
| DANCE 103B    | Beginning/Intermediate Ballet              | 2     |
| DANCE 105A    | Beginning Jazz Dance                       | 2     |
| DANCE 105B    | Beginning/Intermediate Jazz Dance          | 2     |
| DANCE 106A    | Intermediate Jazz Dance                    | 2     |
| DANCE 106B    | Intermediate/Advanced Jazz Dance           | 2     |
| DANCE 107X2   | Beginning Tap Dance                        | 2     |
| DANCE 114X4   | Dance Rehearsal and Performance            | 4     |
| DANCE 206X4   | Dance Production                           | 4     |
| FN 162        | Introduction to Food and Nutrition         | 3     |
| GEOG 106      | Geographic Perspectives on the Environment | 3     |
| HEALTH 101    | Health Education                           | 3     |
| HEALTH 103    | Introduction to Holistic Health            | 3     |
| KIN 236       | Stress Management and Wellness             | 3     |
| KINA          | All Courses                                |       |
| KINF          | All Courses                                |       |
| KINS          | All Courses                                |       |
| KINX          | All Courses                                |       |
| PSYCH 100     | General Psychology                         | 3     |
| or PSYCH 100H | General Psychology - Honors                |       |
| PSYCH 102     | Personal and Social Adjustment             | 3     |

|              |   |   |
|--------------|---|---|
| PSYCH 111    | Developmental Psychology: Lifespan            | 3 |
| PSYCH 118    | Human Sexual Behavior                         | 3 |
| SDEV 001     | Orientation to College                        | 1 |
| SDEV 015     | Puente: Strategies for College Success        | 1 |
| SDEV 102     | Pathways for College and Life Success         | 3 |
| SDEV 103     | Career Exploration and Life Planning          | 3 |
| or SDEV 103H | Career Exploration and Life Planning - Honors |   |
| SOC 130      | Family Sociology                              | 3 |
| SOC 150      | Aging and the Life Course                     | 3 |

### ***A DD214 waives this requirement for former military personnel***

Students are exempt from this requirement if they have completed any of the following programs of study at SBVC: Nursing, Psychiatric Technology, or POLICE 002 Basic Law Enforcement Academy. KIN 231 First Aid and CPR does not satisfy this graduation requirement.

## Category VI: Ethnic Studies

(Minimum of 3 semester units)

| Code          | Title  | Units |
|---------------|--|-------|
| ETHS 100      | Introduction to Ethnic Studies                       | 3     |
| ETHS 103      | Ethnicity and Identity in Media                      | 3     |
| or FTVM 103   | Ethnicity and Identity in Media                      |       |
| ETHS 107      | Native American Experiences in U.S. History          | 3     |
| or ETHS 107H  | Native American Experiences in U.S. History - Honors |       |
| or HIST 107   | Native American Experiences in U.S. History          |       |
| or HIST 107H  | Native American Experiences in U.S. History - Honors |       |
| ETHS 108      | Introduction to Native American Studies              | 3     |
| or ANTHRO 108 | Introduction to Native American Studies              |       |
| ETHS 141      | Race and Ethnic Relations                            | 3     |
| or ETHS 141H  | Race and Ethnic Relations - Honors                   |       |
| or SOC 141    | Race and Ethnic Relations                            |       |
| or SOC 141H   | Race and Ethnic Relations - Honors                   |       |
| ETHS 163      | Chicana/o Literature                                 | 3     |
| or ENGL 163   | Chicana/o Literature                                 |       |
| ETHS 165      | African-American Literature                          | 3     |
| or ENGL 165   | African-American Literature                          |       |

### **Important note:**

The purpose of categorical subject requirements for graduation is to assure that the graduate will have adequate breadth outside of the area of specialization. For this reason, **no courses in any of the preceding categories may be used to meet more than one requirement.** However, units in a student's subject major may be used to fulfill the requirements in Categories I through VI above.

## Vocational Certificate Programs

San Bernardino Valley College offers certificates of occupational proficiency in many fields. Certificates enable the student to gain marketable skills relatively quickly and at less expense than would be required for an associate degree. Students working toward a certificate are not typically required to take advanced academic courses in such fields as philosophy, foreign languages or history. Nonetheless, they must have a sufficient background in mathematics, reading and writing in order to complete their coursework and to succeed in the occupations they select. Students must also complete all requirements for a certificate with a grade of C or higher.

Refer to Degree and Certificate Program Index (<http://catalog.valleycollege.edu/degree-certificate-program-index/>) page for a complete list of certificates. The length of the certificate program may vary. Students interested in enrolling in certificate programs should speak with a counselor and talk with representatives of the departments that offer the desired program. In some instances, courses completed in high school may be used to satisfy some of the requirements for a certificate. In addition, training programs such as military courses, apprenticeships or other training may be credited toward a certificate program.

## State Approved Certificates of Achievement

State-approved certificate programs consisting of 16 or more units of degree-applicable coursework. These certificates appear by name on student's transcripts.

## Locally Approved Certificates of Career Preparation

Locally approved certificate programs consisting of fewer than 16 units of degree-applicable coursework. These certificates do not appear on student's transcripts. At the beginning of the student's final semester, he/she should obtain a Graduation and/or Certificate Application either from the Counseling Office, Records Office or the division office of his/her certificate program. The student will then submit the application to the Records Office for a final check by the deadline date for the semester in question. Those dates are as follows:

**Fall** - October 1  
**Spring** - March 1  
**Summer** - July 1

When printed deadlines fall either Saturday or Sunday, the filing period will be extended to the Monday following the deadline date. Twelve units, or 50 percent of the coursework required for a certificate, whichever is the lesser, must be completed at San Bernardino Valley College. This residency requirement may be waived in the case of extenuating circumstances with the permission of the program coordinator or Faculty Chair.

The certificate will be prepared by the Admissions and Records Office and will be available to the student by the start of each new semester following the semester of submission.

## Transfer Information

Associate Degrees for Transfer (p. 57)

Intersegmental General Education Transfer Curriculum (IGETC) (p. 63)

California State University General Education - Breadth (p. 58)

## The California State University (CSU)

The California State University system consists of 23 campuses, ranging in location from San Diego to Arcata. The admission cycle for the fall term of each year begins on October 1 of the preceding year. Eligible students may also be accepted during the winter and/or spring terms. Check with the Transfer Center to determine the acceptance dates for each CSU campus. A maximum of 70 transfer-level semester units (or 105 quarter units) earned in a community college will be accepted for transfer. Although courses may be indicated in the catalog as transferable to UC and/or CSU, they may or may not meet general education or major preparation.

Students who plan to transfer to UC or CSU should consult with a counselor and the following websites:

[www.valleycollege.edu/student-services/counseling/counseling-services](http://www.valleycollege.edu/student-services/counseling/counseling-services)  
 (<http://www.valleycollege.edu/student-services/counseling/counseling-services/>)

[www.calstate.edu/apply](http://www.calstate.edu/apply) (<http://www.calstate.edu/apply/>)

[uctransfer.universityofcalifornia.edu](http://uctransfer.universityofcalifornia.edu) (<http://uctransfer.universityofcalifornia.edu/>)

[www.assist.org](http://www.assist.org) (<http://www.assist.org/>)

Students transferring to the California State University should check both the general education and major requirements as early as possible by referring to the current catalogs for the colleges of their choice. A Dual Admissions Program is available to smooth the transition between San Bernardino Valley College and California State University, San Bernardino. Consult with the Transfer Center for details on this agreement.

## The University of California (UC)

The University of California has nine major campuses: Berkeley, Davis, Irvine, Los Angeles, Merced, Riverside, San Diego, Santa Barbara, and Santa Cruz. A tenth campus in San Francisco offers graduate and professional programs in the Health Sciences. With the exception of Berkeley and Merced, these campuses are on a quarter-unit basis. When converting semester units to quarter units, the number of semester units should be divided by two-thirds. When converting from quarter units to semester units, the number of quarter units should be multiplied by two-thirds. Students who plan to transfer to the University of California may complete all of the required lower division courses at San Bernardino Valley College. Although courses may be indicated in the catalog as transferable to UC and/or CSU, they may or may not meet general education or major preparation. Students who plan to transfer to UC or CSU should consult with a counselor and the following websites:

[www.calstate.edu/apply](http://www.calstate.edu/apply) (<http://www.calstate.edu/apply/>)

[uctransfer.universityofcalifornia.edu](http://uctransfer.universityofcalifornia.edu) (<http://uctransfer.universityofcalifornia.edu/>)

[www.assist.org](http://www.assist.org) (<http://www.assist.org/>)

While the UC campuses have similar general breadth lower division requirements and will accept a maximum of 70 transferable semester units (or 105 quarter units) of transfer work, there are some subject differences among the campuses. Consult the catalog of the desired UC campus to identify these differences.



It is also possible to transfer to a University of California campus upon completion of the Intersegmental General Education Transfer Curriculum (IGETC), as discussed in the following section of this catalog.

The admission cycle for the fall term of the University of California begins each year on November 1 of the preceding year. Each campus will accept for consideration all applications filed during the month of November. Since enrollment ceilings have been established at each campus, students may be accepted only at their second or third choice campus.

Students should enroll in the transfer courses that meet the following requirements:

- Complete 60 semester units or 90 quarter units of transferable college credit with a grade point average of 2.4 (no more than 14 semester/21 quarter units may be taken Pass/Not Pass), and;
- Completed the following course pattern requirement, earning a grade of C or better in each course:
  - Two transferable college courses (3 semester or 4-5 quarter units each) in English composition, and;
  - One transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning, and;
  - 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 science and physical and biological sciences.

Students who satisfy the Intersegmental General Education Transfer Curriculum (IGETC) prior to transferring to UC may satisfy transfer admission requirements.

Two programs are available to smooth the transition from San Bernardino Valley College to a University of California campus:

**1. Transfer Admission Guarantee Program (TAG):**

An agreement between the University of California and San Bernardino Valley College. Consult with the Transfer Center for details of this admissions agreement. They can be found at AD/SS 203 or call (909) 384-4410;

**2. Transfer Alliance Program (TAP):**

An agreement between the University of California, Los Angeles, and the Honors Program at San Bernardino Valley College. Consult with the Honors Program Coordinator or the Honors Program Counselor for details of this admissions agreement. Call (909) 384-8612 for additional information.

Catalogs for each of the UC campuses may be available in the Transfer Center. Also, in the Transfer Center, (AD/SS 203 or call (909) 384-4410) there is further information available that provide a summary of the unique requirements of each University of California campus: *Introducing the University and Answers for Transfers*.

## Requirements for Transfer to Independent California Colleges and Universities

California's fully accredited independent colleges and universities provide a host of options at undergraduate, graduate and professional levels for students planning to continue their education beyond community college. Students who transfer to independent colleges often find that they are given academic credit for most, if not all, of their community college studies. Virtually all institutions give full credit for general education courses and usually for other courses designated for transfer by the

community college. Additional information is available in the Transfer Center.

## Associate Degrees for Transfer

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 60 semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to 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.

**To earn an AA-T or AS-T degree, students must complete the following requirements:**

1. Completion of 60 semester units that are eligible for transfer to a California State University, including certified completion of one of the following:
  - a. California State University General Education-Breadth pattern (CSU GE)
  - b. Intersegmental General Education Transfer Curriculum (IGETC).
2. Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major
3. Obtainment of a minimum grade point average of 2.0. While a minimum of 2.0 is required for admission, some majors may require a higher GPA.
  - A "P" (Pass) grade is not an acceptable grade for courses in the major.
4. Students preparing for a major in science, technology, engineering, or mathematics (STEM) are eligible to complete CSU GE Breadth for STEM or IGETC (Intersegmental General Education Transfer Curriculum) for STEM
  - Students completing CSU GE Breadth for STEM majors (AS-T Biology, AS-T Chemistry, AS-T Environmental Science) are only required to complete 33 semester units for lower-division GE certification for transfer. This pattern allows students to defer completion of one course from CSU GE Area C and one course from CSU GE Area D until after transfer.

**Requirements of the CSU GE Breadth for STEM are:**

**Area A:** All courses in English Language Communication and Critical Thinking.

**Area B:** All courses in Scientific Inquiry and Quantitative Reasoning.

**Area C:** One course in Area C1 Arts and One course in Area C2 Humanities.

**Area D:** One course in any discipline in the Social Sciences.

**Area E:** All courses in Lifelong Learning and Self-Development

**Area F:** All courses in Ethnic Studies

5. Students completing IGETC for STEM majors (AS-T Biology, AS-T Chemistry, AS-T Environmental Science) are allowed to defer completion of one course from IGETC Area 3, one course from IGETC Area 4, and one course in Area 6 (Language Other Than English/LOTE -- for students who have not previously satisfied LOTE through proficiency) until after transfer.

#### Requirements of the IGETC for STEM are:

- All courses in Areas 1, 2, and 5 of the traditional IGETC; and
- Two courses in Area 3 and two courses in Area 4.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU GE or IGETC before transferring to a CSU.

## Benefits of the AA-T and AS-T Degrees

Besides the benefit of completing community college coursework with an associate degree in hand, this program also provides students with the necessary preparation to transfer to the CSU system and complete a baccalaureate degree with no more than 60 additional units. Students with an AA-T or AS-T degree will be guaranteed admission to a CSU campus with junior standing. While not guaranteed admission to their campus of choice, students will be given priority consideration for admission to their local CSU campus and to any CSU campus that offers a program that has been designated as "similar" by CSU.

## Associate Degrees for Transfer by Discipline

Administration of Justice AS-T  
 Anthropology AA-T  
 Biology AS-T  
 Business Administration 2.0 AS-T  
 Chemistry AS-T  
 Child and Adolescent Development AS-T  
 Communication Studies AA-T  
 Computer Science AS-T  
 Early Childhood Education AS-T  
 Economics AA-T  
 English AA-T  
 Environmental Science AS-T  
 Film, Television, and Electronic Media AS-T  
 Geography AA-T  
 Geology AS-T  
 Global Studies AA-T  
 History AA-T  
 Hospitality Management AS-T  
 Kinesiology AA-T  
 Mathematics AS-T  
 Music AA-T  
 Nutrition and Dietetics AS-T  
 Philosophy AA-T  
 Physics AS-T  
 Political Science AA-T  
 Psychology AA-T  
 Social Justice: Ethnic Studies AA-T  
 Sociology AA-T  
 Spanish AA-T  
 Studio Arts AA-T  
 Theatre Arts AA-T

# California State University General Education - Breadth

San Bernardino Valley College may certify that a student has satisfied the minimum general education requirements of 39 lower division transfer units in accordance with CSU Executive Order 1100. Students completing the IGETC or CSUGE transfer breadth requirements will receive a notation on their San Bernardino Valley College transcript (See Admissions & Records website for application).

## CSU GE-Breadth Certificate of Achievement

The CSU GE-Breadth certificate of achievement is intended for students who are planning to transfer their lower-division transferable general education and major preparation courses from SBVC to a campus in the California State University (CSU) system. It may also be accepted by some private/independent or out of state universities. Successful completion of the CSU GE-Breadth certificate requires an overall grade point average (GPA) of at least a 2.0. Students are strongly advised to meet with a counselor early to discuss their transfer plans, as completion of the CSU GE-Breadth does not guarantee admission to a specific campus within the CSU system, nor does it guarantee admission to a specific major. Students are required to have a minimum total of 60 transferable units that include a combination of general education and major preparation courses.

### Area A: English Language Communication and Critical Thinking

9 semester units / 12-quarter units, one (1) course from each group. A minimum grade of "C-" is required in each course.

| Code   | Title  | Units |
|--|--|-------|
| <b>A1 Oral Communication</b>   |  |       |
| Select one of the following:   |  | 3     |
| COMMST 100   | Elements of Public Speaking                        | 3     |
| or COMMST 100H Elements of Public Speaking - Honors                  |  |       |
| COMMST 111   | Interpersonal Communication                        | 3     |
| COMMST 140   | Small Group Communication                          | 3     |
| <b>A2 Written Communication</b>                                      |  |       |
| ENGL 101   | Freshman Composition                               | 4     |
| or ENGL 101H Freshman Composition-Honors                             |  |       |
| <b>A3 Critical Thinking</b>  |  |       |
| Select one of the following:   |  | 3     |
| COMMST 125   | Critical Thinking Through Argumentation and Debate | 3     |
| ENGL 102   | Intermediate Composition and Critical Thinking     | 4     |
| or ENGL 102H Intermediate Composition and Critical Thinking - Honors |  |       |
| PHIL 102   | Critical Thinking and Writing                      | 3     |
| PHIL 103   | Introduction to Logic: Argument and Evidence       | 3     |
| READ 102   | Critical Reading As Critical Thinking              | 3     |

## Area B: Scientific Inquiry and Quantitative Reasoning

Minimum of 9 semester units / 12-quarter units. One course from B1 (Physical Science), one course from B2 (Life Science), one course from B4 (Mathematics / Quantitative Reasoning). One of the three courses taken must be a laboratory course.

| Code                         | Title   | Units |
|------------------------------|---|-------|
| <b>B1 Physical Science</b>   |   |       |
| Select one of the following: |   | 3-6   |
| ASTRON 120                   | Introduction to Astronomy                                       | 3     |
| ASTRON 125                   | Astronomy Laboratory <sup>1</sup>                               | 1     |
| CHEM 101                     | Introductory Chemistry <sup>1</sup>                             | 4     |
| CHEM 104                     | Introduction to Organic Chemistry and Biochemistry <sup>1</sup> | 4     |
| CHEM 105                     | Introduction to General, Organic And Biochemistry <sup>1</sup>  | 5     |
| CHEM 150                     | General Chemistry I <sup>1</sup>                                | 5     |
| CHEM 151                     | General Chemistry II <sup>1</sup>                               | 5     |
| CHEM 212                     | Organic Chemistry I <sup>1</sup>                                | 4     |
| CHEM 213                     | Organic Chemistry II <sup>1</sup>                               | 4     |
| ENVSCI 100                   | Introduction to Environmental Science                           | 3     |
| GEOG 110                     | Physical Geography  | 3     |
| GEOG 111                     | Physical Geography Laboratory <sup>1</sup>                      | 1     |
|                              | or GEOG 111H Physical Geography Laboratory - Honors             |       |
| GEOG 114                     | Weather and Climate <sup>1</sup>                                | 4     |
| GEOL 101                     | Introduction to Physical Geology                                | 3     |
| GEOL 111                     | Introduction to Physical Geology Laboratory <sup>1</sup>        | 1     |
| GEOL 112                     | Historical Geology <sup>1</sup>                                 | 4     |
| GEOL 122                     | Environmental Geology   | 3     |
| GEOL 250                     | Geology of California   | 3     |
| GEOL 251                     | Geology of the National Parks and Monuments                     | 3     |
| OCEAN 101                    | Elements of Oceanography  | 3     |
| OCEAN 111                    | Elements of Oceanography Laboratory <sup>1</sup>                | 1     |
| PHYSIC 101                   | Introductory Physics <sup>1</sup>                               | 4     |
| PHYSIC 151                   | General Physics for the Life Sciences I                         | 4     |
| PHYSIC 152                   | General Physics for the Life Sciences II                        | 4     |
| PHYSIC 202                   | Physics I   | 4     |
| PHYSIC 203                   | Physics II  | 4     |
| PHYSIC 204                   | Physics III   | 4     |
| <b>B2 Life Science</b>       |   |       |
| Select one of the following: |   | 3-5   |
| ANTHRO 106                   | Biological Anthropology   | 3     |
|                              | or ANTHRO 106H Biological Anthropology - Honors                 |       |
| ANTHRO 106L                  | Biological Anthropology Laboratory <sup>1</sup>                 | 1     |
| BIOL 100                     | General Biology <sup>1</sup>                                    | 4     |
| BIOL 102                     | Human Biology   | 3     |
| BIOL 104                     | Human Ecology   | 3     |
| BIOL 109                     | History of Life <sup>1</sup>                                    | 4     |
|                              | or BIOL 109H History of Life - Honors                           |       |
| BIOL 141                     | Genetics  | 3     |
| BIOL 155                     | Introductory Anatomy and Physiology <sup>1</sup>                | 4     |
| BIOL 205                     | Cell and Molecular Biology <sup>1</sup>                         | 4     |
| BIOL 206                     | Organismal Biology <sup>1</sup>                                 | 4     |
| BIOL 207                     | Evolutionary Ecology <sup>1</sup>                               | 4     |
| BIOL 250                     | Human Anatomy and Physiology I <sup>1</sup>                     | 4     |
| BIOL 251                     | Human Anatomy and Physiology II <sup>1</sup>                    | 4     |
| BIOL 260                     | Human Anatomy <sup>1</sup>                                      | 4     |
| BIOL 261                     | Human Physiology <sup>1</sup>                                   | 4     |

|           |                                       |   |
|-----------|---------------------------------------|---|
| BIOL 270  | Microbiology <sup>1</sup>             | 5 |
| PSYCH 141 | Introduction to Biological Psychology | 3 |

**B3 Laboratory Activity**

The requirement is satisfied by completion of any course in B1 or B2 with a laboratory.

**B4 Mathematics/Quantitative Reasoning**

A minimum grade of "C-" is required.

|                              |  |     |
|------------------------------|--|-----|
| Select one of the following: |  | 3-5 |
| ECON 208                     | Business and Economic Statistics                                       | 4   |
| MATH 102                     | College Algebra  | 4   |
| MATH 103                     | Plane Trigonometry   | 4   |
| MATH 108                     | Introduction to Probability and Statistics                             | 4   |
| MATH 115                     | Ideas of Mathematics   | 3   |
| MATH 141                     | Business Calculus  | 4   |
| MATH 151                     | Precalculus  | 4   |
| MATH 180                     | Introduction to Data Science   | 4   |
| MATH 250                     | Single Variable Calculus I   | 4   |
| MATH 251                     | Single Variable Calculus II  | 4   |
| MATH 252                     | Multivariable Calculus   | 5   |
| MATH 265                     | Linear Algebra   | 4   |
| MATH 266                     | Ordinary Differential Equations  | 4   |
| PSYCH 105                    | Statistics for the Behavioral Sciences (completed Fall 2009 and later) | 4   |

<sup>1</sup> Laboratory course.

**Area C: Arts and Humanities**

Minimum of 9 semester / 12 quarter units, with at least one course in the Arts and one from Humanities.

| Code  | Title  | Units |
|---|--|-------|
| <b>C1 Arts (Art, Cinema, Dance, Music, Theater)</b> |  |       |
| Select at least one of the following:               |  |       |
| ANTHRO 109  | Visual Culture and Art   | 3     |
| ARCH 145  | History of Architecture: Early Design Through Gothic                       | 3     |
|   | or ARCH 145H History of Architecture: Early Design Through Gothic - Honors |       |
| ARCH 146  | History of Architecture: Renaissance Through Modern                        | 3     |
|   | or ARCH 146H Architecture History: Renaissance to Modern - Honors          |       |
| ART 100   | Art History: The Stone Age to the Middle Ages                              | 3     |
| ART 102   | Art History: Renaissance to Present  | 3     |
|   | or ART 102H Art History: Renaissance to Present - Honors                   |       |
| ART 103   | Art Appreciation   | 3     |
| ART 105   | History of Modern Art  | 3     |
| ART 107   | Art History: Africa, Oceania and the Americas                              | 3     |
| ART 108   | Art of Mexico and Mesoamerica  | 3     |
| DANCE 100   | Dance History and Appreciation   | 3     |
| FTVM 102  | Introduction to Media Aesthetics and Cinematic Arts                        | 3     |
| FTVM 103  | Ethnicity and Identity in Media  | 3     |
|   | or ETHS 103 Ethnicity and Identity in Media                                |       |
| MUS 100   | Music Appreciation   | 3     |

|   |  |   |                |   |   |
|---|--|---|----------------|---|---|
| MUS 101   | Music Theory I: Fundamentals   | 3 | or HIST 100H   | United States History to 1877 - Honors                    |   |
| MUS 102   | Music Theory II: Scales and Modes                                    | 3 | HIST 101       | United States History: 1865 to Present                    | 3 |
| MUS 104   | History of Rock and Roll   | 3 | or HIST 101H   | United States History: 1865 to Present - Honors           |   |
| MUS 105   | American Popular Music   | 3 | HIST 107       | Native American Experiences in U.S. History               | 3 |
| MUS 106   | History of Jazz  | 3 | or HIST 107H   | Native American Experiences in U.S. History - Honors      |   |
| MUS 107   | Music Cultures of the World  | 3 | or ETHS 107    | Native American Experiences in U.S. History               |   |
| MUS 108   | History of Hip Hop Music   | 3 | or ETHS 107H   | Native American Experiences in U.S. History - Honors      |   |
| MUS 121   | Music History and Literature - Middle Ages Through Baroque           | 3 | HIST 137       | Experiences of Racial and Ethnic Groups in U.S. History   | 3 |
| or MUS 121H   | Music History and Literature - Middle Ages Through Baroque - Honors  |   | or ETHS 137    | Experiences of Racial and Ethnic Groups in U.S. History   |   |
| MUS 122   | Music History and Literature - Classic through Contemporary          | 3 | HIST 138       | The African American Experience in U.S. History to 1877   | 3 |
| or MUS 122H   | Music History and Literature - Classic Through Contemporary - Honors |   | or ETHS 138    | The African American Experience in U.S. History to 1877   |   |
| THART 100   | Introduction to the Theatre  | 3 | HIST 139       | The African American Experience in U.S. History From 1877 | 3 |
| THART 105   | Script Analysis  | 3 | or ETHS 139    | The African American Experience in U.S. History From 1877 |   |
| <b>C2 Humanities (Literature and Language other than English)</b> |  |   |                |   |   |
| Select one of the following:                                      |  |   |                |   |   |
| ANTHRO 108  | Introduction to Native American Studies                              | 3 | HIST 140       | Chicano Experiences in U.S. History                       | 3 |
| or ETHS 108   | Introduction to Native American Studies                              |   | or HIST 140H   | Chicano Experiences in U.S. History - Honors              |   |
| ANTHRO 110  | Magic, Witchcraft, and Religion                                      | 3 | or ETHS 140    | Chicano Experiences in U.S. History                       |   |
| or RELIG 110  | Magic, Witchcraft, and Religion                                      |   | or ETHS 140H   | Chicano Experiences in U.S. History - Honors              |   |
| ARAB 101  | College Arabic I   | 5 | HIST 142       | Experiences of Asian Americans in U.S. History            | 3 |
| ARAB 102  | College Arabic II  | 5 | or ETHS 142    | Experiences of Asian Americans in U.S. History            |   |
| ASL 109   | American Sign Language I   | 4 | HIST 145       | History of California                                     | 3 |
| ASL 110   | American Sign Language II  | 4 | or HIST 145H   | History of California - Honors                            |   |
| ASL 111   | American Sign Language III   | 4 | HIST 150       | Introduction to Latin American History                    | 3 |
| ASL 112   | American Sign Language IV  | 4 | HIST 170       | World History to 1500                                     | 3 |
| CHIN 101  | College Mandarin Chinese I   | 5 | HIST 171       | World History Since 1500                                  | 3 |
| CHIN 102  | College Mandarin Chinese II  | 5 | HIST 176       | Comparative History of Genocide and War Crimes            | 3 |
| ENGL 140  | Exploring the World of Science Fiction                               | 3 | HIST 185       | Women in United States History                            | 3 |
| ENGL 141  | Mystery and Detective Fiction  | 3 | PHIL 101       | Introduction to Philosophy                                | 3 |
| ENGL 151  | Freshman Composition and Literature                                  | 3 | or PHIL 101H   | Introduction to Philosophy - Honors                       |   |
| or ENGL 151H  | Freshman Composition and Literature - Honors                         |   | PHIL 105       | Introduction to Ethics                                    | 3 |
| ENGL 153  | Literature and Film  | 3 | PHIL 112       | Philosophy in Literature                                  | 3 |
| ENGL 161  | Women Writers  | 3 | PHIL 180       | Death and Dying   | 3 |
| ENGL 163  | Chicana/o Literature   | 3 | or RELIG 180   | Death and Dying   |   |
| or ETHS 163   | Chicana/o Literature   |   | RELIG 100      | Introduction to Religious Studies                         | 3 |
| ENGL 165  | African-American Literature  | 3 | or RELIG 100H  | Introduction to Religious Studies - Honors                |   |
| or ETHS 165   | African-American Literature  |   | RELIG 101      | Introduction to World Religions                           | 3 |
| ENGL 175  | The Literature and Religion of the Bible                             | 3 | RELIG 110      | Magic, Witchcraft, and Religion                           | 3 |
| ENGL 232  | Creative Writing   | 3 | or ANTHRO 110C | Magic, Witchcraft, and Religion                           |   |
| ENGL 260  | American Literature to Mid 19th Century                              | 3 | RELIG 135      | Religion in America                                       | 3 |
| ENGL 261  | American Literature From 1865 to Present                             | 3 | RELIG 150      | Introduction to Mythology                                 | 3 |
| ENGL 270  | English Literature: Middle Ages to 18th Century                      | 3 | RELIG 175      | The Literature and Religion of the Bible                  | 3 |
| or ENGL 270H  | English Literature: Middle Ages to 18th Century - Honors             |   | RELIG 176      | Jesus and His Interpreters                                | 3 |
| ENGL 271  | English Literature: 18th Century to Present                          | 3 | RELIG 180      | Death and Dying   | 3 |
| or ENGL 271H  | English Literature: 18th Century to Present - Honors                 |   | or PHIL 180    | Death and Dying   |   |
| FRENCH 101  | College French I   | 5 | SPAN 101       | College Spanish I   | 5 |
| FRENCH 102  | College French II  | 5 | SPAN 102       | College Spanish II  | 5 |
| HIST 100  | United States History to 1877  | 3 | or SPAN 102H   | College Spanish II - Honors                               |   |
|   |  |   | SPAN 103       | College Spanish III                                       | 4 |

|              |                                  |   |
|--------------|----------------------------------|---|
| or SPAN 103H | College Spanish III - Honors     |   |
| SPAN 104     | College Spanish IV               | 4 |
| SPAN 157     | Spanish for Heritage Speakers I  | 4 |
| SPAN 158     | Spanish for Heritage Speakers II | 4 |

## Area D: Social Sciences

Minimum of 6 semester units/8-quarter units. The courses to satisfy this area can be from the same discipline, but upon transfer to a CSU, student will be required to complete an upper-division course from a different discipline.

| Code   | Title  | Units |
|--|--|-------|
| Select two courses from the following disciplines: 6 |  |       |
| ANTHRO 100   | Introduction to Archaeology                                  | 3     |
| ANTHRO 102   | Cultural Anthropology  | 3     |
| or ANTHRO 102H                                       | Cultural Anthropology - Honors                               |       |
| ANTHRO 103   | Anthropology of Food   | 3     |
| ANTHRO 106   | Biological Anthropology                                      | 3     |
| or ANTHRO 106H                                       | Biological Anthropology - Honors                             |       |
| ANTHRO 108   | Introduction to Native American Studies                      | 3     |
| or ETHS 108  | Introduction to Native American Studies                      |       |
| ANTHRO 109   | Visual Culture and Art                                       | 3     |
| ANTHRO 110   | Magic, Witchcraft, and Religion                              | 3     |
| ANTHRO 125   | Language and Culture   | 3     |
| CD 105   | Child Growth and Development                                 | 3     |
| or CD 105H   | Child Growth and Development - Honors                        |       |
| CD 108   | Early Childhood Development                                  | 3     |
| CD 126   | Child, Family, and the Community                             | 3     |
| COMMST 135   | Mass Media and Society                                       | 3     |
| COMMST 174   | Intercultural Communication                                  | 3     |
| COMMST 176   | Gender Differences in Communication                          | 3     |
| ECON 100   | Introduction to Economics                                    | 3     |
| ECON 200   | Principles of Macroeconomics                                 | 3     |
| or ECON 200H   | Principles of Macroeconomics - Honors                        |       |
| ECON 201   | Principles of Microeconomics                                 | 3     |
| or ECON 201H   | Principles of Microeconomics - Honors                        |       |
| ETHS 100   | Introduction to Ethnic Studies                               | 3     |
| FTVM 101   | Introduction to Electronic Media                             | 3     |
| GEOG 102   | Cultural Geography   | 3     |
| GEOG 106   | Geographic Perspectives on the Environment                   | 3     |
| GEOG 120   | World Regional Geography                                     | 3     |
| GLST 101   | Introduction to Global Studies                               | 3     |
| GLST 102   | Global Issues  | 3     |
| HIST 100   | United States History to 1877                                | 3     |
| or HIST 100H   | United States History to 1877 - Honors                       |       |
| HIST 101   | United States History: 1865 to Present                       | 3     |
| or HIST 101H   | United States History: 1865 to Present - Honors              |       |
| HIST 107   | Native American Experiences in U.S. History                  | 3     |
| or HIST 107H   | Native American Experiences in U.S. History - Honors         |       |
| or ETHS 107  | Native American Experiences in U.S. History                  |       |
| or ETHS 107H   | Native American Experiences in U.S. History - Honors         |       |
| HIST 137   | Experiences of Racial and Ethnic Groups in U.S. History      | 3     |
| or ETHS 137  | Experiences of Racial and Ethnic Groups in U.S. History      |       |
| HIST 138   | The African American Experience in U.S. History to 1877      | 3     |
| or ETHS 138  | The African American Experience in U.S. History to 1877      |       |
| HIST 139   | The African American Experience in U.S. History From 1877    | 3     |
| or ETHS 139  | The African American Experience in U.S. History From 1877    |       |
| HIST 140   | Chicano Experiences in U.S. History                          | 3     |
| or HIST 140H   | Chicano Experiences in U.S. History - Honors                 |       |
| or ETHS 140  | Chicano Experiences in U.S. History                          |       |
| or ETHS 140H   | Chicano Experiences in U.S. History - Honors                 |       |
| HIST 142   | Experiences of Asian Americans in U.S. History               | 3     |
| or ETHS 142  | Experiences of Asian Americans in U.S. History               |       |
| HIST 145   | History of California  | 3     |
| or HIST 145H   | History of California - Honors                               |       |
| HIST 150   | Introduction to Latin American History                       | 3     |
| HIST 170   | World History to 1500  | 3     |
| HIST 171   | World History Since 1500                                     | 3     |
| HIST 176   | Comparative History of Genocide and War Crimes               | 3     |
| HIST 185   | Women in United States History                               | 3     |
| KIN 202  | History of Physical Education and Sport In the United States | 3     |
| PHIL 180   | Death and Dying  | 3     |
| POLIT 100  | American Politics  | 3     |
| POLIT 110  | Introduction to Political Theory                             | 3     |
| or POLIT 110H  | Introduction to Political Theory - Honors                    |       |
| POLIT 140  | Introduction to Comparative Politics                         | 3     |
| POLIT 141  | Introduction to World Politics                               | 3     |
| POLIT 150  | Introduction to Public Policy                                | 3     |
| PSYCH 100  | General Psychology   | 3     |
| or PSYCH 100H  | General Psychology - Honors                                  |       |
| PSYCH 102  | Personal and Social Adjustment                               | 3     |
| PSYCH 110  | Abnormal Psychology  | 3     |
| PSYCH 111  | Developmental Psychology: Lifespan                           | 3     |
| PSYCH 112  | Developmental Psychology: Child and Adolescent Psychology    | 3     |
| PSYCH 118  | Human Sexual Behavior  | 3     |
| RELIG 110  | Magic, Witchcraft, and Religion                              | 3     |
| RELIG 135  | Religion in America  | 3     |
| RELIG 180  | Death and Dying  | 3     |
| SOC 100  | Introduction to Sociology                                    | 3     |
| or SOC 100H  | Introduction to Sociology - Honors                           |       |
| SOC 110  | Social Problems  | 3     |
| or SOC 110H  | Social Problems - Honors                                     |       |
| SOC 120  | Health and Social Justice                                    | 3     |
| or ETHS 120  | Health and Social Justice                                    |       |
| SOC 130  | Family Sociology   | 3     |
| SOC 135  | Introduction to Crime  | 3     |
| SOC 141  | Race and Ethnic Relations                                    | 3     |
| or SOC 141H  | Race and Ethnic Relations - Honors                           |       |

|              |                                    |   |
|--------------|------------------------------------|---|
| or ETHS 141  | Race and Ethnic Relations          |   |
| or ETHS 141H | Race and Ethnic Relations - Honors |   |
| SOC 145      | Sociology of Gender                | 3 |
| SOC 150      | Aging and the Life Course          | 3 |

## Area E: Lifelong Learning and Self-Development

Minimum of 3 semester units / 4-quarter units. Three units of credit is allowed for former military personnel with a DD-214.

| Code                                  | Title   | Units |
|---------------------------------------|---|-------|
| Select at least one of the following: |   |       |
| BIOL 140                              | Biology of Sexually Transmitted Diseases      | 2     |
| CD 101                                | Parent-Child Interaction                      | 3     |
| CD 105                                | Child Growth and Development                  | 3     |
| or CD 105H                            | Child Growth and Development - Honors         |       |
| CD 126                                | Child, Family, and the Community              | 3     |
| FN 162                                | Introduction to Food and Nutrition            | 3     |
| GEOG 106                              | Geographic Perspectives on the Environment    | 3     |
| HEALTH 101                            | Health Education                              | 3     |
| HEALTH 103                            | Introduction to Holistic Health               | 3     |
| KIN 236                               | Stress Management and Wellness                | 3     |
| PSYCH 100                             | General Psychology                            | 3     |
| or PSYCH 100H                         | General Psychology - Honors                   |       |
| PSYCH 102                             | Personal and Social Adjustment                | 3     |
| PSYCH 111                             | Developmental Psychology: Lifespan            | 3     |
| PSYCH 118                             | Human Sexual Behavior                         | 3     |
| SDEV 102                              | Pathways for College and Life Success         | 3     |
| SDEV 103                              | Career Exploration and Life Planning          | 3     |
| or SDEV 103H                          | Career Exploration and Life Planning - Honors |       |
| SOC 130                               | Family Sociology                              | 3     |
| SOC 150                               | Aging and the Life Course                     | 3     |

### Activity Courses

Only 1-semester unit/1.5 quarter units allowed toward Area E

| Code          | Title                               | Units |
|---------------|-------------------------------------|-------|
| DANCE 101A    | Beginning Modern Dance              | 2     |
| DANCE 101B    | Beginning/Intermediate Modern Dance | 2     |
| DANCE 102A    | Intermediate Modern Dance           | 2     |
| DANCE 102B    | Intermediate/Advanced Modern Dance  | 2     |
| DANCE 103A    | Beginning Ballet                    | 2     |
| DANCE 103B    | Beginning/Intermediate Ballet       | 2     |
| DANCE 105A    | Beginning Jazz Dance                | 2     |
| DANCE 105B    | Beginning/Intermediate Jazz Dance   | 2     |
| DANCE 106A    | Intermediate Jazz Dance             | 2     |
| DANCE 106B    | Intermediate/Advanced Jazz Dance    | 2     |
| DANCE 107X2   | Beginning Tap Dance                 | 2     |
| DANCE 114X4   | Dance Rehearsal and Performance     | 4     |
| DANCE 206X4   | Dance Production                    | 4     |
| KINA: Adapted | All Courses                         |       |
| KINF: Fitness | All Courses                         |       |

KINS: Sports All Courses

KINX: Athletics All Courses

## Area F: Ethnic Studies

Minimum of 3 semester units/4-quarter unit requirement fulfills Education Code Section 89032. The course in this area shall not be waived or substituted.

| Code          | Title  | Units |
|---------------|--|-------|
| ETHS 100      | Introduction to Ethnic Studies                       | 3     |
| ETHS 103      | Ethnicity and Identity in Media                      | 3     |
| or FTVM 103   | Ethnicity and Identity in Media                      |       |
| ETHS 107      | Native American Experiences in U.S. History          | 3     |
| or ETHS 107H  | Native American Experiences in U.S. History - Honors |       |
| or HIST 107   | Native American Experiences in U.S. History          |       |
| or HIST 107H  | Native American Experiences in U.S. History - Honors |       |
| ETHS 108      | Introduction to Native American Studies              | 3     |
| or ANTHRO 108 | Introduction to Native American Studies              |       |
| ETHS 141      | Race and Ethnic Relations                            | 3     |
| or ETHS 141H  | Race and Ethnic Relations - Honors                   |       |
| or SOC 141    | Race and Ethnic Relations                            |       |
| or SOC 141H   | Race and Ethnic Relations - Honors                   |       |
| ETHS 163      | Chicana/o Literature                                 | 3     |
| or ENGL 163   | Chicana/o Literature                                 |       |
| ETHS 165      | African-American Literature                          | 3     |
| or ENGL 165   | African-American Literature                          |       |

## U.S. History and American Ideals Requirement

Not part of CSU GE Certification, but can be completed prior to transfer. Courses may also be applied toward areas C and D. Any combination of one selection from **each** of the following lists of history and politics courses will normally fulfill this requirement.

Note: Beginning in the 2024-2025 academic year, HIST 139, HIST 140, and HIST 140H will no longer satisfy this requirement and will be removed.

| Code           | Title   | Units |
|----------------|---|-------|
| <b>Group 1</b> |   |       |
| HIST 100       | United States History to 1877                             | 3     |
| or HIST 100H   | United States History to 1877 - Honors                    |       |
| HIST 101       | United States History: 1865 to Present                    | 3     |
| or HIST 101H   | United States History: 1865 to Present - Honors           |       |
| HIST 137       | Experiences of Racial and Ethnic Groups in U.S. History   | 3     |
| or ETHS 137    | Experiences of Racial and Ethnic Groups in U.S. History   |       |
| HIST 139       | The African American Experience in U.S. History From 1877 | 3     |
| or ETHS 139    | The African American Experience in U.S. History From 1877 |       |
| HIST 140       | Chicano Experiences in U.S. History                       | 3     |
| or HIST 140H   | Chicano Experiences in U.S. History - Honors              |       |
| or ETHS 140    | Chicano Experiences in U.S. History                       |       |
| or ETHS 140H   | Chicano Experiences in U.S. History - Honors              |       |

**Group 2**

|           |                   |   |
|-----------|-------------------|---|
| POLIT 100 | American Politics | 3 |
|-----------|-------------------|---|

**Note:**

1. Students with AP Examinations will receive appropriate CSU GE-Breadth credit according to the CSU Office of the Chancellor guidelines.
2. Students are encouraged to complete Areas A and B4 early. CSU will not admit students until the grades are recorded for courses in Areas A and B4.
3. Upon transfer, students will be required to complete at least nine units of upper-division general education courses at the CSU.
4. For CSU GE-Breadth certification purposes, students may use the catalog of entry or any catalog thereafter as long as continuous enrollment is maintained until transfer to CSU. CSU defines continuous enrollment as one semester or two quarters in each calendar year.
5. Students may request official certification of CSU GE-Breadth requirements at the SBVC Records Office.
6. Although SBVC will certify Areas A through F individually, the CSU encourages students to complete all areas prior to transfer. Upper division transfer students are required to complete a minimum of 30 units of CSU GE-Breadth courses with a minimum grade of C in each course.
7. Course work from other California Community Colleges will be evaluated according to the CSU GE-Breadth pattern of those respective colleges. For out-of-state coursework, the SBVC Records Office will determine equivalency to SBVC courses. Courses from foreign institutions may not be certified. Official transcripts must be on file in the Records Office.
8. A single course may not be certified as meeting more than one category.
9. Some majors at the CSU have required general education courses and/or do not allow double counting of courses toward major requirements. Students are encouraged to consult with a counselor and the catalog of the CSU to which they want to transfer.
10. The courses on this list are approved by the CSU Chancellor's office for Fall 2022 and beyond. **SBVC courses not on this list may not be used for CSU GE-Breadth requirements, except for courses that were on the CSU GE-Breadth list for the year in which they were completed.**

## Intersegmental General Education Transfer Curriculum (IGETC)

Completion of all the requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit a student to transfer from a community college to a campus in either the University of California (UC) or the California State University (CSU) without the need to complete additional lower-division general education courses. The IGETC is not an admission requirement for transfer to UC or CSU, nor is it the only way to fulfill prior to transfer, the lower-division, general education requirements of UC or CSU. Students pursuing majors that require extensive lower-division preparation may not find the IGETC option to be advantageous. Students with Advanced Placement (AP) Examinations, will receive credit for the appropriate IGETC area as documented in the "IGETC Standards, Policies, and Procedures (<http://icas-ca.org/igetc/>)". A minimum grade of "C" is required in each course.

## IGETC Certificate of Achievement

The Intersegmental General Education Transfer Curriculum (IGETC) certificate of achievement is intended for students who are planning to transfer their lower-division transferable general education and major preparation courses from SBVC to a campus in the California State University (CSU) or University of California (UC) system. It may also be accepted by some private/independent or out of state universities. The course requirements for all areas in IGETC must be completed with a grade of "C" or higher. Students are strongly advised to meet with a counselor early to discuss their transfer plans, as completion of the IGETC certificate does not guarantee admission to a specific campus within the CSU or UC system, nor does it guarantee acceptance into a specific major. Students are required to have a minimum total of 60 transferable units that include a combination of general education and major preparation courses.

**Note:**

1. Courses may be counted in one area only, with the exception of Area 6A: Language Other than English (LOTE) requirement for UC's.
2. Students should request official IGETC certification from the SBVC Records Office. For students who have completed coursework at multiple campuses, the campus of last attendance prior to transfer to UC or CSU will usually certify the IGETC. SBVC will certify coursework from other campuses according to the IGETC list of the originating campus. Official transcripts from high school and other colleges and universities must be on file at the SBVC Records Office.
3. Courses completed at colleges and universities outside of the U.S.A. will not be permitted for IGETC certification, except for the Language Other than English requirement.
4. Courses on this list are approved for Fall 2022 and beyond. SBVC courses not listed above may not be used for IGETC, except for courses that were on the IGETC list for the year in which they were completed.
5. Students completing the IGETC or CSUGE transfer breadth requirements will receive a notation on their San Bernardino Valley College transcript (See Admissions & Records website for application).

## Area 1: English Communication

CSU: Three (3) courses required, one from each group below.

UC: Two (2) courses required, one each from 1A and 1B.

| Code   | Title   | Units |
|--|---|-------|
| <b>1A: English Composition</b>                     |   |       |
| One course, 3 semester units / 4-5 quarter units.  |   |       |
| ENGL 101   | Freshman Composition                                    | 4     |
|  | or ENGL 101H Freshman Composition-Honors                |       |
| <b>1B: Critical Thinking - English Composition</b> |   |       |
| One course, 3 semester units / 4-5 quarter units.  |   |       |
| Select one of the following:                       |   |       |
| ENGL 102   | Intermediate Composition and Critical Thinking          | 4     |
| ENGL 102H  | Intermediate Composition and Critical Thinking - Honors | 4     |
| PHIL 102   | Critical Thinking and Writing                           | 3     |
| <b>1C: Oral Communication (CSU only)</b>           |   |       |
| One course, 3 semester units / 4-5 quarter units.  |   |       |
| Select one of the following:                       |   |       |
| COMMST 100   | Elements of Public Speaking                             | 3     |
| COMMST 100H  | Elements of Public Speaking - Honors                    | 3     |

|            |                             |   |
|------------|-----------------------------|---|
| COMMST 111 | Interpersonal Communication | 3 |
| COMMST 140 | Small Group Communication   | 3 |

## Area 2: Mathematical Concepts and Quantitative Reasoning

One course, 3 semester units / 4-5 quarter units.

| Code                         | Title   | Units |
|------------------------------|---|-------|
| Select one of the following: |   |       |
| ECON 208                     | Business and Economic Statistics <sup>1</sup>                         | 4     |
| MATH 102                     | College Algebra <sup>1</sup>  | 4     |
| MATH 108                     | Introduction to Probability and Statistics <sup>1</sup>               | 4     |
| MATH 115                     | Ideas of Mathematics  | 3     |
| MATH 141                     | Business Calculus   | 4     |
| MATH 151                     | Precalculus   | 4     |
| MATH 180                     | Introduction to Data Science  | 4     |
| MATH 250                     | Single Variable Calculus I  | 4     |
| MATH 251                     | Single Variable Calculus II   | 4     |
| MATH 252                     | Multivariable Calculus  | 5     |
| MATH 265                     | Linear Algebra  | 4     |
| MATH 266                     | Ordinary Differential Equations                                       | 4     |
| PSYCH 105                    | Statistics for the Behavioral Sciences (completed Fall 2009 or later) | 4     |

<sup>1</sup> Transfer credit may be limited by UC and/or CSU. Please consult with a counselor for further information.

## Area 3: Arts and Humanities

At least three (3) courses, with at least one from the Arts and one from the Humanities, 9 semester units / 12-15 quarter units.

| Code                                  | Title   | Units |
|---------------------------------------|---|-------|
| <b>3A: Arts</b>                       |   |       |
| Select at least one of the following: |   |       |
| ANTHRO 109                            | Visual Culture and Art  | 3     |
| ARCH 145                              | History of Architecture: Early Design Through Gothic          | 3     |
| or ARCH 145H                          | History of Architecture: Early Design Through Gothic - Honors |       |
| ARCH 146                              | History of Architecture: Renaissance Through Modern           | 3     |
| or ARCH 146H                          | Architecture History: Renaissance to Modern - Honors          |       |
| ART 100                               | Art History: The Stone Age to the Middle Ages                 | 3     |
| ART 102                               | Art History: Renaissance to Present                           | 3     |
| or ART 102H                           | Art History: Renaissance to Present - Honors                  |       |
| ART 103                               | Art Appreciation <sup>1</sup>                                 | 3     |
| ART 105                               | History of Modern Art   | 3     |
| ART 107                               | Art History: Africa, Oceania and the Americas                 | 3     |
| ART 108                               | Art of Mexico and Mesoamerica                                 | 3     |
| DANCE 100                             | Dance History and Appreciation                                | 3     |
| FTVM 102                              | Introduction to Media Aesthetics and Cinematic Arts           | 3     |
| FTVM 103                              | Ethnicity and Identity in Media                               | 3     |
| or ETHS 103                           | Ethnicity and Identity in Media                               |       |

|             |  |   |
|-------------|--|---|
| MUS 100     | Music Appreciation   | 3 |
| MUS 101     | Music Theory I: Fundamentals   | 3 |
| MUS 102     | Music Theory II: Scales and Modes  | 3 |
| MUS 104     | History of Rock and Roll   | 3 |
| MUS 105     | American Popular Music   | 3 |
| MUS 106     | History of Jazz  | 3 |
| MUS 107     | Music Cultures of the World  | 3 |
| MUS 108     | History of Hip Hop Music   | 3 |
| MUS 121     | Music History and Literature - Middle Ages Through Baroque <sup>1</sup>  | 3 |
| or MUS 121H | Music History and Literature - Middle Ages Through Baroque - Honors      |   |
| MUS 122     | Music History and Literature - Classic through Contemporary <sup>1</sup> | 3 |
| or MUS 122H | Music History and Literature - Classic Through Contemporary - Honors     |   |
| THART 100   | Introduction to the Theatre  | 3 |
| THART 105   | Script Analysis  | 3 |

### 3B: Humanities

Select at least one of the following:

|              |  |   |
|--------------|--|---|
| ARAB 102     | College Arabic II  | 5 |
| ANTHRO 108   | Introduction to Native American Studies                  | 3 |
| or ETHS 108  | Introduction to Native American Studies                  |   |
| ANTHRO 110   | Magic, Witchcraft, and Religion                          | 3 |
| or RELIG 110 | Magic, Witchcraft, and Religion                          |   |
| ASL 111      | American Sign Language III                               | 4 |
| ASL 112      | American Sign Language IV                                | 4 |
| ENGL 140     | Exploring the World of Science Fiction                   | 3 |
| ENGL 141     | Mystery and Detective Fiction                            | 3 |
| ENGL 151     | Freshman Composition and Literature                      | 3 |
| or ENGL 151H | Freshman Composition and Literature - Honors             |   |
| ENGL 153     | Literature and Film                                      | 3 |
| ENGL 161     | Women Writers  | 3 |
| ENGL 163     | Chicana/o Literature                                     | 3 |
| or ETHS 163  | Chicana/o Literature                                     |   |
| ENGL 165     | African-American Literature                              | 3 |
| or ETHS 165  | African-American Literature                              |   |
| ENGL 175     | The Literature and Religion of the Bible                 | 3 |
| or RELIG 175 | The Literature and Religion of the Bible                 |   |
| ENGL 260     | American Literature to Mid 19th Century                  | 3 |
| ENGL 261     | American Literature From 1865 to Present                 | 3 |
| ENGL 270     | English Literature: Middle Ages to 18th Century          | 3 |
| or ENGL 270H | English Literature: Middle Ages to 18th Century - Honors |   |
| ENGL 271     | English Literature: 18th Century to Present              | 3 |
| or ENGL 271H | English Literature: 18th Century to Present - Honors     |   |
| FRENCH 102   | College French II  | 5 |
| HIST 100     | United States History to 1877                            | 3 |
| or HIST 100H | United States History to 1877 - Honors                   |   |
| HIST 101     | United States History: 1865 to Present                   | 3 |
| or HIST 101H | United States History: 1865 to Present - Honors          |   |
| HIST 107     | Native American Experiences in U.S. History              | 3 |
| or HIST 107H | Native American Experiences in U.S. History - Honors     |   |



|               |   |   |
|---------------|---|---|
| or ETHS 107   | Native American Experiences in U.S. History               |   |
| or ETHS 107H  | Native American Experiences in U.S. History - Honors      |   |
| HIST 137      | Experiences of Racial and Ethnic Groups in U.S. History   | 3 |
| or ETHS 137   | Experiences of Racial and Ethnic Groups in U.S. History   |   |
| HIST 138      | The African American Experience in U.S. History to 1877   | 3 |
| or ETHS 138   | The African American Experience in U.S. History to 1877   |   |
| HIST 139      | The African American Experience in U.S. History From 1877 | 3 |
| or ETHS 139   | The African American Experience in U.S. History From 1877 |   |
| HIST 140      | Chicano Experiences in U.S. History                       | 3 |
| or HIST 140H  | Chicano Experiences in U.S. History - Honors              |   |
| or ETHS 140   | Chicano Experiences in U.S. History                       |   |
| or ETHS 140H  | Chicano Experiences in U.S. History - Honors              |   |
| HIST 142      | Experiences of Asian Americans in U.S. History            | 3 |
| or ETHS 142   | Experiences of Asian Americans in U.S. History            |   |
| HIST 145      | History of California                                     | 3 |
| or HIST 145H  | History of California - Honors                            |   |
| HIST 150      | Introduction to Latin American History                    | 3 |
| HIST 170      | World History to 1500                                     | 3 |
| HIST 171      | World History Since 1500                                  | 3 |
| HIST 176      | Comparative History of Genocide and War Crimes            | 3 |
| HIST 185      | Women in United States History                            | 3 |
| PHIL 101      | Introduction to Philosophy <sup>1</sup>                   | 3 |
| or PHIL 101H  | Introduction to Philosophy - Honors                       |   |
| PHIL 105      | Introduction to Ethics                                    | 3 |
| PHIL 112      | Philosophy in Literature                                  | 3 |
| PHIL 180      | Death and Dying   | 3 |
| RELIG 100     | Introduction to Religious Studies <sup>1</sup>            | 3 |
| or RELIG 100H | Introduction to Religious Studies - Honors                |   |
| RELIG 101     | Introduction to World Religions                           | 3 |
| RELIG 110     | Magic, Witchcraft, and Religion                           | 3 |
| or ANTHRO 110 | Magic, Witchcraft, and Religion                           |   |
| RELIG 135     | Religion in America                                       | 3 |
| RELIG 150     | Introduction to Mythology                                 | 3 |
| RELIG 175     | The Literature and Religion of the Bible                  | 3 |
| or ENGL 175   | The Literature and Religion of the Bible                  |   |
| RELIG 176     | Jesus and His Interpreters                                | 3 |
| RELIG 180     | Death and Dying   | 3 |
| SPAN 102      | College Spanish II  | 5 |
| or SPAN 102H  | College Spanish II - Honors                               |   |
| SPAN 103      | College Spanish III <sup>1</sup>                          | 4 |
| or SPAN 103H  | College Spanish III - Honors                              |   |
| SPAN 104      | College Spanish IV  | 4 |
| SPAN 157      | Spanish for Heritage Speakers I                           | 4 |
| SPAN 158      | Spanish for Heritage Speakers II                          | 4 |

<sup>1</sup> Transfer credit may be limited by UC and/or CSU. Please consult with a counselor for further information.

## Area 4: Social and Behavioral Sciences

At least three courses from at least two disciplines or an interdisciplinary sequence, 9 semester units / 12-15 quarter units.

| Code  | Title   | Units |
|---|---|-------|
| Select three of the following from at least two disciplines or an interdisciplinary sequence: |   | 9     |
| ANTHRO 100  | Introduction to Archaeology                             | 3     |
| ANTHRO 102  | Cultural Anthropology                                   | 3     |
| or ANTHRO 102H  | Cultural Anthropology - Honors                          |       |
| ANTHRO 103  | Anthropology of Food                                    | 3     |
| ANTHRO 106  | Biological Anthropology <sup>1</sup>                    | 3     |
| or ANTHRO 106H  | Biological Anthropology - Honors                        |       |
| ANTHRO 108  | Introduction to Native American Studies                 | 3     |
| or ETHS 108   | Introduction to Native American Studies                 |       |
| ANTHRO 109  | Visual Culture and Art                                  | 3     |
| ANTHRO 110  | Magic, Witchcraft, and Religion                         | 3     |
| or RELIG 110  | Magic, Witchcraft, and Religion                         |       |
| ANTHRO 125  | Language and Culture                                    | 3     |
| CD 105  | Child Growth and Development <sup>1</sup>               | 3     |
| or CD 105H  | Child Growth and Development - Honors                   |       |
| CD 108  | Early Childhood Development                             | 3     |
| CD 126  | Child, Family, and the Community                        | 3     |
| COMMST 135  | Mass Media and Society                                  | 3     |
| COMMST 174  | Intercultural Communication                             | 3     |
| COMMST 176  | Gender Differences in Communication                     | 3     |
| ECON 100  | Introduction to Economics <sup>1</sup>                  | 3     |
| ECON 200  | Principles of Macroeconomics <sup>1</sup>               | 3     |
| or ECON 200H  | Principles of Macroeconomics - Honors                   |       |
| ECON 201  | Principles of Microeconomics <sup>1</sup>               | 3     |
| or ECON 201H  | Principles of Microeconomics - Honors                   |       |
| ETHS 100  | Introduction to Ethnic Studies                          | 3     |
| FTVM 101  | Introduction to Electronic Media                        | 3     |
| GEOG 102  | Cultural Geography                                      | 3     |
| GEOG 106  | Geographic Perspectives on the Environment              | 3     |
| GEOG 118  | California Geography                                    | 3     |
| GEOG 120  | World Regional Geography                                | 3     |
| GLST 101  | Introduction to Global Studies                          | 3     |
| GLST 102  | Global Issues   | 3     |
| HIST 100  | United States History to 1877                           | 3     |
| or HIST 100H  | United States History to 1877 - Honors                  |       |
| HIST 101  | United States History: 1865 to Present                  | 3     |
| or HIST 101H  | United States History: 1865 to Present - Honors         |       |
| HIST 107  | Native American Experiences in U.S. History             | 3     |
| or HIST 107H  | Native American Experiences in U.S. History - Honors    |       |
| or ETHS 107   | Native American Experiences in U.S. History             |       |
| or ETHS 107H  | Native American Experiences in U.S. History - Honors    |       |
| HIST 137  | Experiences of Racial and Ethnic Groups in U.S. History | 3     |
| or ETHS 137   | Experiences of Racial and Ethnic Groups in U.S. History |       |
| HIST 138  | The African American Experience in U.S. History to 1877 | 3     |

|               |  |   |
|---------------|--|---|
| or ETHS 138   | The African American Experience in U.S. History to 1877                |   |
| HIST 139      | The African American Experience in U.S. History From 1877              | 3 |
| or ETHS 139   | The African American Experience in U.S. History From 1877              |   |
| HIST 140      | Chicano Experiences in U.S. History                                    | 3 |
| or HIST 140H  | Chicano Experiences in U.S. History - Honors                           |   |
| or ETHS 140   | Chicano Experiences in U.S. History                                    |   |
| or ETHS 140H  | Chicano Experiences in U.S. History - Honors                           |   |
| HIST 142      | Experiences of Asian Americans in U.S. History                         | 3 |
| or ETHS 142   | Experiences of Asian Americans in U.S. History                         |   |
| HIST 145      | History of California  | 3 |
| or HIST 145H  | History of California - Honors   |   |
| HIST 150      | Introduction to Latin American History                                 | 3 |
| HIST 170      | World History to 1500  | 3 |
| HIST 171      | World History Since 1500   | 3 |
| HIST 176      | Comparative History of Genocide and War Crimes                         | 3 |
| HIST 185      | Women in United States History   | 3 |
| KIN 202       | History of Physical Education and Sport In the United States           | 3 |
| PHIL 180      | Death and Dying  | 3 |
| POLIT 100     | American Politics  | 3 |
| POLIT 110     | Introduction to Political Theory <sup>1</sup>                          | 3 |
| or POLIT 110H | Introduction to Political Theory - Honors                              |   |
| POLIT 140     | Introduction to Comparative Politics                                   | 3 |
| POLIT 141     | Introduction to World Politics   | 3 |
| or POLIT 141H | Introduction to World Politics - Honors                                |   |
| POLIT 150     | Introduction to Public Policy  | 3 |
| PSYCH 100     | General Psychology <sup>1</sup>  | 3 |
| or PSYCH 100H | General Psychology - Honors  |   |
| PSYCH 102     | Personal and Social Adjustment   | 3 |
| PSYCH 110     | Abnormal Psychology  | 3 |
| PSYCH 111     | Developmental Psychology: Lifespan <sup>1</sup>                        | 3 |
| PSYCH 112     | Developmental Psychology: Child and Adolescent Psychology <sup>1</sup> | 3 |
| PSYCH 118     | Human Sexual Behavior  | 3 |
| RELIG 110     | Magic, Witchcraft, and Religion  | 3 |
| or ANTHRO 110 | Magic, Witchcraft, and Religion  |   |
| RELIG 180     | Death and Dying  | 3 |
| SOC 100       | Introduction to Sociology <sup>1</sup>                                 | 3 |
| or SOC 100H   | Introduction to Sociology - Honors                                     |   |
| SOC 110       | Social Problems  | 3 |
| or SOC 110H   | Social Problems - Honors   |   |
| SOC 120       | Health and Social Justice  | 3 |
| or ETHS 120   | Health and Social Justice  |   |
| SOC 130       | Family Sociology   | 3 |
| SOC 135       | Introduction to Crime  | 3 |
| SOC 141       | Race and Ethnic Relations  | 3 |
| or SOC 141H   | Race and Ethnic Relations - Honors                                     |   |
| or ETHS 141   | Race and Ethnic Relations  |   |
| or ETHS 141H  | Race and Ethnic Relations - Honors                                     |   |

|         |                           |   |
|---------|---------------------------|---|
| SOC 145 | Sociology of Gender       | 3 |
| SOC 150 | Aging and the Life Course | 3 |

<sup>1</sup> Transfer credit may be limited by UC and/or CSU. Please consult with a counselor for further information.

## Area 5: Physical and Biological Sciences

Two (2) courses, one Physical Science course and one Biological course. At least one must include a laboratory. 7-9 semester units / 9-12 quarter units.

| Code                          | Title   | Units |
|-------------------------------|---|-------|
| <b>5A: Physical Science</b>   |   |       |
| Select one of the following:  |   | 3-6   |
| ASTRON 120                    | Introduction to Astronomy   | 3     |
| ASTRON 125                    | Astronomy Laboratory <sup>2</sup>                                 | 1     |
| CHEM 101                      | Introductory Chemistry <sup>1,2</sup>                             | 4     |
| CHEM 104                      | Introduction to Organic Chemistry and Biochemistry <sup>1,2</sup> | 4     |
| CHEM 105                      | Introduction to General, Organic And Biochemistry <sup>2</sup>    | 5     |
| CHEM 150                      | General Chemistry I <sup>1,2</sup>                                | 5     |
| CHEM 151                      | General Chemistry II <sup>1,2</sup>                               | 5     |
| CHEM 212                      | Organic Chemistry I <sup>1,2</sup>                                | 4     |
| CHEM 213                      | Organic Chemistry II <sup>1,2</sup>                               | 4     |
| ENVSCI 100                    | Introduction to Environmental Science                             | 3     |
| GEOG 110                      | Physical Geography <sup>1</sup>                                   | 3     |
| GEOG 111                      | Physical Geography Laboratory <sup>1,2</sup>                      | 1     |
| or GEOG 111H                  | Physical Geography Laboratory - Honors                            |       |
| GEOG 114                      | Weather and Climate <sup>2</sup>                                  | 4     |
| GEOL 101                      | Introduction to Physical Geology                                  | 3     |
| GEOL 111                      | Introduction to Physical Geology Laboratory <sup>2</sup>          | 1     |
| GEOL 112                      | Historical Geology <sup>2</sup>                                   | 4     |
| GEOL 122                      | Environmental Geology   | 3     |
| GEOL 250                      | Geology of California   | 3     |
| GEOL 251                      | Geology of the National Parks and Monuments                       | 3     |
| OCEAN 101                     | Elements of Oceanography  | 3     |
| OCEAN 111                     | Elements of Oceanography Laboratory <sup>2</sup>                  | 1     |
| PHYSIC 101                    | Introductory Physics <sup>1,2</sup>                               | 4     |
| PHYSIC 151                    | General Physics for the Life Sciences I                           | 4     |
| PHYSIC 152                    | General Physics for the Life Sciences II                          | 4     |
| PHYSIC 202                    | Physics I   | 4     |
| PHYSIC 203                    | Physics II  | 4     |
| PHYSIC 204                    | Physics III   | 4     |
| <b>5B: Biological Science</b> |   |       |
| Select one of the following:  |   | 3-6   |
| ANTHRO 106                    | Biological Anthropology <sup>1</sup>                              | 3     |
| or ANTHRO 106H                | Biological Anthropology - Honors                                  |       |
| ANTHRO 106L                   | Biological Anthropology Laboratory <sup>2</sup>                   | 1     |
| BIOL 100                      | General Biology <sup>1,2</sup>                                    | 4     |
| BIOL 102                      | Human Biology   | 3     |
| BIOL 104                      | Human Ecology   | 3     |
| BIOL 109                      | History of Life <sup>2</sup>                                      | 4     |
| or BIOL 109H                  | History of Life - Honors  |       |
| BIOL 141                      | Genetics  | 3     |

|           |  |   |
|-----------|--|---|
| BIOL 205  | Cell and Molecular Biology <sup>2</sup>        | 4 |
| BIOL 206  | Organismal Biology <sup>2</sup>                | 4 |
| BIOL 207  | Evolutionary Ecology <sup>2</sup>              | 4 |
| BIOL 250  | Human Anatomy and Physiology I <sup>1,2</sup>  | 4 |
| BIOL 251  | Human Anatomy and Physiology II <sup>1,2</sup> | 4 |
| BIOL 260  | Human Anatomy <sup>1,2</sup>                   | 4 |
| BIOL 261  | Human Physiology <sup>1,2</sup>                | 4 |
| BIOL 270  | Microbiology <sup>2</sup>                      | 5 |
| PSYCH 141 | Introduction to Biological Psychology          | 3 |

<sup>1</sup> Transfer credit may be limited by UC and/or CSU. Please consult with a counselor for further information.

<sup>2</sup> Laboratory class.

|              |   |   |
|--------------|---|---|
| or ETHS 137  | Experiences of Racial and Ethnic Groups in U.S. History   |   |
| HIST 139     | The African American Experience in U.S. History From 1877 | 3 |
| or ETHS 139  | The African American Experience in U.S. History From 1877 |   |
| HIST 140     | Chicano Experiences in U.S. History                       | 3 |
| or HIST 140H | Chicano Experiences in U.S. History - Honors              |   |
| or ETHS 140  | Chicano Experiences in U.S. History                       |   |
| or ETHS 140H | Chicano Experiences in U.S. History - Honors              |   |

## Area 6: Languages other than English

*(UC requirement only)*

Proficiency equivalent to two (2) years of high school study in the same language or one of the following:

| Code                         | Title                           | Units |
|------------------------------|---------------------------------|-------|
| Select one of the following: |                                 | 4-5   |
| ARAB 101                     | College Arabic I                | 5     |
| ARAB 102                     | College Arabic II               | 5     |
| ASL 109                      | American Sign Language I        | 4     |
| CHIN 101                     | College Mandarin Chinese I      | 5     |
| CHIN 102                     | College Mandarin Chinese II     | 5     |
| FRENCH 101                   | College French I                | 5     |
| SPAN 101                     | College Spanish I               | 5     |
| SPAN 102                     | College Spanish II              | 5     |
| or SPAN 102H                 | College Spanish II - Honors     |       |
| SPAN 157                     | Spanish for Heritage Speakers I | 4     |

## CSU Graduation Requirements in U.S. History, Constitution and American Ideals

Any combination of one course from **each** of the following lists of politics and history areas will normally fulfill this requirement. (Not part of IGETC; may be completed prior to transfer). Courses may be applied toward areas 3B and/or 4.

Note: Beginning in the 2024-2025 academic year, HIST 139, HIST 140, and HIST 140H will no longer satisfy this requirement and will be removed.

| Code                         | Title   | Units |
|------------------------------|---|-------|
| <b>Group 1</b>               |   |       |
| POLIT 100                    | American Politics                                       | 3     |
| <b>Group 2</b>               |   |       |
| Select one of the following: |   | 3     |
| HIST 100                     | United States History to 1877                           | 3     |
| or HIST 100H                 | United States History to 1877 - Honors                  |       |
| HIST 101                     | United States History: 1865 to Present                  | 3     |
| or HIST 101H                 | United States History: 1865 to Present - Honors         |       |
| HIST 137                     | Experiences of Racial and Ethnic Groups in U.S. History | 3     |

# LEARNING RESOURCES

## Academic Success Centers

**Hours:** Varies by semester. Please see our website for current hours and tutor schedules.

**Locations:** Math and Science Success Center (MSSC) PS 121 and the Tutoring Center (TC) LA 206

**Phone Numbers:** 909-384-4463 (MSSC) or 909-384-8589 (TC)

**Website** (<https://www.valleycollege.edu/student-services/tutoring-academic-support/student-success-center/>)

The services provided by the Academic Success Centers are here to help you succeed at San Bernardino Valley College by providing academic support, tutoring, and Supplemental Instruction (SI) in multiple subjects to a diverse group of learners. We take special care to empower students with learning strategies and skills needed to become independent learners on the path towards academic success!

## Distance Education

**Website** (<https://www.valleycollege.edu/online-classes/>)

San Bernardino Valley College is one of the top online Community Colleges to attend in California. With a robust variety of classes to take online, within a broad spectrum of offered degrees and certificates, students have more access to achieve their goals. Courses are offered in a variety of different formats including exclusively online (both asynchronous and synchronous), hybrid, and hyflex models. Online courses require access to a computer system with an internet connection, and may have meetings on campus. Students taking an online course should refer to the schedule for individual course format, as well as the Universal Access Point (UAP) for specific course requirements. Fees and academic credits are the same as equivalent traditional classroom courses.

## Guided Pathways

Guided Pathways is a student-centered approach that can dramatically increase the number of students earning community college credentials, while closing equity gaps. Rather than work with a subset of students, Guided Pathways is a college-wide undertaking that provides a framework for integrating California-based initiatives such as SSSP, Equity, Basic Skills Transformation, the Strong Workforce Program, and California College Promise. The California Guided Pathways project was modeled from the American Association of Community Colleges (AACC) Pathways Project and adapted for implementation in California. San Bernardino Valley College is implementing this model to increase student success by clarifying academic/career paths to student end goals, helping students to choose, stay on path and ensure quality learning.

## Library

**Hours:** When classes are in session:

Monday-Thursday 7:30-8:00

Friday 7:30-5:00

Saturday 10:00-2:00

**Phone Number:** (909) 384-4448

**Website** (<https://library.valleycollege.edu/>)

The SBVC Library houses a collection of more than 70,000 volumes, searchable by author, title and/or subject – along with more than 200,000 eBooks and articles. The Library also subscribes to numerous full-text research databases, accessible from any computer on campus, and from off campus with passwords found in Canvas.

The Library Computer Lab provides currently enrolled students with 120 computers as well as cash/coin-operated printers and photocopiers. Computer technicians are available to provide basic technical support. Faculty librarians provide one-on-one research assistance, orientations, workshops and information literacy instruction. For research assistance at any time, day or night, the Library participates in the Ask-A-Librarian online chat reference service. Books and other items in the general collection normally circulate for 3 weeks. Textbooks and other reserve items (available at the Circulation Desk) normally circulate for 2 hours, and are limited to in-library use.

## Mathematics, Engineering, and Science Achievement (MESA) Program

**Website** (<https://www.sbvstem.org/mesa/>)

The Mathematics, Engineering, and Science Achievement (MESA) program supports students pursuing science, engineering, and mathematics degrees requiring the completion of calculus or higher math courses. It is a rigorous academic program that builds an academic peer community to increase student support and motivation. MESA produces a diverse population of transfer-ready students who will continue their educational journeys in four-year institutions and successfully attain math, engineering, and science degrees. MESA members benefit from academic and career counseling throughout the year, academic and leadership workshops, field trips, transfer preparation, scholarship application support, opportunities to develop professional relationships with faculty and peers, and help finding and applying to summer research and internship opportunities.

## Middle College High School Program

**Location of High School:** 1260 W Esperanza St, San Bernardino, CA 92410

**Middle College High School:** (909) 888-4041

**Location of Program Office at SBVC:** North Hall (NH) 139

**SBVC Phone Number:** (909) 384-4431

**Website** (<https://www.valleycollege.edu/academic-career-programs/specialized-programs/middle-college-high-school/>)

Middle College High School is one of the top-performing schools in the Inland Empire and California. Middle College made its debut in San Bernardino in 2001 as an alternative educational experience for students who were not working to their full potential. The program serves many students who are first in their families to go to college or are considered underserved minorities. Located adjacent to San Bernardino Valley College, students take high school courses in the morning and college courses during the day and/or evenings. Students have the opportunity to work towards a goal of achieving their high school diploma alongside obtaining credits to apply towards their Intersegmental General Education Transfer Curriculum (IGETC) as well achieving an associate degree. The school serves up to 300 students in 9th through 12th grade, all who are selected from the San Bernardino City Unified School District. The students engage in application and lottery process in order to be selected to the program. The program itself is designed to create an environment where students thrive academically and develop a keen sense of responsibility as both college and high school students.

## Noncredit Programs

**Location:** Physical Science (PS) 132

**Phone Number:** (909) 387-1644

The noncredit program offers noncredit courses and certificates that are tuition free but may have some cost associated with fees, cost of textbooks or materials. These courses often serve as a entry point for students who are learning to navigate higher education, as well as a transition point to

prepare students for credit instruction and the workforce. Courses focus on skill attainment, not grades or units. Courses and certificates are currently offered in ESL, Math, and Career Technical Education.

## STEM Program

**Location:** Physical Science (PS) 138 and 140

**Phone Number:** (909) 384-4463

**Website** (<http://www.sbvstem.org/>)

The STEM (Science, Technology, Engineering and Mathematics) Program is housed under the Student Success Center. The program is designed to assist low income and other traditionally underrepresented students and prepare them to pursue diverse careers in various STEM fields. It assists students in Math and Science courses and prepares them to transfer to four-year universities.

The benefits of the program include:

- Petition-Granted Accelerated Math Cohort Courses (095-102, 103-151)
- S-STEM Scholarships to CSUSB
- Specialized Workshops, Events, and Fieldtrips
- Instructor led Ted-Talks and Math and Science Mentors
- Dedicated Counseling for STEM Majors
- Mid-term and Final Pizza Study Jams

## Supplemental Instruction (SI) Across the Disciplines

**Website** (<https://www.valleycollege.edu/student-services/tutoring-academic-support/student-success-center/>)

Supplemental Instruction (SI) is an academic assistance program that utilizes peer-assisted study sessions. SI sessions are regularly scheduled, informal review sessions in which students compare notes, discuss readings, develop organizational tools, and predict test items. Students learn how to integrate course content and study skills while working together. The sessions are facilitated by SI Leaders. SI Leaders are students who have previously done well in the course and who attend all class lectures, take notes, and act as model students.

SI sessions may be held in person and/or online.

Students should:

- Check with your instructor to confirm that you have an SI Leader in your class.
- Consult the associated class Canvas page for SI Session Zoom link information.

Please email [tasmith@valleycollege.edu](mailto:tasmith@valleycollege.edu) (tasmith@valleycollege.edu? subject=) for more information on the SI Program.

## Valley Now!

The Valley Now! Program is a dual enrollment program that allows students from participating local high schools take college-level courses and accelerate their educational achievement. Valley Now! students earn credit towards high school graduation, while at the same time earning college credits. In most cases, college fees and textbook costs are either waived by San Bernardino Valley College or paid by the student's high school – which means that students can participate at absolutely no cost to them. All services available to regular college students, such as use of the Library and Student Success Center, are also available to Valley Now! students.

In order to increase accessibility for our high school population, most Valley Now! courses are conveniently offered online or at participating high school campus (unless otherwise noted). Students must meet the eligibility requirements for dual enrollment students as outlined by the Admissions and Records Office.

Courses offered through the Valley Now! program vary by semester.

For more information, contact the Valley Now! Program office at (909) 384-4467 or at [valleynow@valleycollege.edu](mailto:valleynow@valleycollege.edu).

## Writing Center

**Location:** Liberal Arts (LA) 201

**Phone Number:** (909) 384-4464

**Website**

The Writing Center helps students at all levels and from all disciplines to improve their writing skills. The center houses an experienced staff of writing tutors who are available for one-on-one writing conferences with students in person or online. In addition, the Writing Center offers workshops through the year for both mainstream and English language learners that focus on various aspects of the writing process. Visit the Writing Center webpage to learn more about the services that the Writing Center offers.

## Zero Textbook Cost Degree Program (Z Degree)

**Location:** Physical Science (PS) 116

**Phone Number:** (909) 384-8653

**Website** (<https://www.valleycollege.edu/open-education-resources/students/zero-cost-textbook-classes.php>)

Zero Textbook Cost Degree Program (Z Degree) is one of the Open Educational Resources (OER) initiatives to improve teaching, learning and accessibility for all learners at California Higher Education institutions. San Bernardino Valley College is one of 20 California Community Colleges to be awarded the Implementation Phase II RFA for 2017/2018. The Z Degree Pathway is earned entirely by completing courses that eliminate conventional textbook costs by using alternative instructional materials and methodologies, including open educational resources (OER) (Definition by CA Education Code Section 78052(a)).

This program is designed to improve student success by providing students access to a textbook-free Associate of Arts (AA) degree in Liberal Arts with an emphasis in Social and Behavioral Sciences. The course sections in this AA degree exclusively use digital or other instructional materials that are free of charge. However, low-cost options for print versions may also be available, based on student preference. In addition, a dedicated counselor will provide academic support and resources to assist students in successful degree completion. Please refer to the Liberal Arts - Social and Behavioral Science Associate of Arts Degree (p. 263) for program requirements.

# Student Awards and Honors

## Academic Recognition Programs

Recognition for outstanding academic achievement is given in the following ways:

### Dean's List

Outstanding scholastic achievement by San Bernardino Valley College students is recognized through the *Dean's Honors List*. The *Dean's List* is generated twice in each academic year, once during the Fall semester and once during the Spring semester. This scholastic recognition is based on GPA earned during the prior semester as opposed to a cumulative GPA. To qualify for the *Dean's List*, students must complete 12 units of college-level courses during the prior semester. (Units earned through credit-by-examination will be counted when determining eligibility.) Courses taken on a "Pass/No Pass" basis and/or courses numbered in the 900s that do not apply toward a degree are not included when evaluating whether a student has met the 12-unit requirement. Qualifying students will be included on the *Dean's List* in the following categories:

- **Highest honors** for students earning GPAs between 3.90 and 4.00.
- **Honors** for students earning GPAs between 3.70 and 3.89.
- **Distinction** for students earning GPAs between 3.50 and 3.69.

### Graduating with Honors

Students who complete 60 units and who graduate with cumulative GPAs in the above three categories will be honored at graduation with special mention in the graduation program. No more than 15 units of course work graded on a Pass/No Pass basis will be included in this 60-unit requirement.

Students completing their associate degrees with an overall GPA of 3.0 are eligible to wear a gold cord at graduation. Students completing their vocational certificates with an overall GPA of 3.0 or above are eligible to wear a gold cord at graduation. Cords can be picked up in the Bookstore prior to graduation.

### Alpha Gamma Sigma

Students who have a cumulative grade point average of 3.00 or higher may join Alpha Gamma Sigma, the California Community College Honor Scholarship Society.

For information, please see our website at: [www.valleycollege.edu/current-students/clubs/alpha-gamma-sigma](http://www.valleycollege.edu/current-students/clubs/alpha-gamma-sigma) (<http://www.valleycollege.edu/current-students/clubs/alpha-gamma-sigma/>)

### Honors Program

The mission of the Honors Program is to provide students with a rigorous learning experience that encourages independent and creative thought, to enhance students' critical reading, writing and thinking abilities as tools for achieving further academic success, and to prepare students for transfer to four-year institutions and to remain in the academic honors track.

Students involved in the Honors Program have the opportunity to develop unique links with UCLA, UC Irvine, UC Riverside, Cal Poly Pomona, Pepperdine University, UC Santa Cruz, and Chapman University including:

- Priority admission consideration,
- Priority scholarship consideration,
- Privileges such as use of the libraries,

- Opportunities to attend academic, cultural, and athletic events, campus tours, and the Honors Transfer Day.

Admission to the Honors Program is open to all students. Students who complete the Honors Program will receive a special seal on their transcripts and diploma, and an Honors Program medallion. To complete the program, a student admitted to the Honors program must:

1. Complete a minimum of 15 units of honors classes;
2. Maintain and graduate with an overall 3.5 GPA in all college coursework.

The honors courses range from one to five units. Most courses are accepted by the University of California and California State University systems, and most can be used to satisfy general education requirements. Students who qualify for the Honors Program may register for any of the following honors courses:

| Code        | Title  | Units |
|-------------|--|-------|
| ANTHRO 102H | Cultural Anthropology - Honors                                       | 3     |
| ANTHRO 106H | Biological Anthropology - Honors                                     | 3     |
| ARCH 145H   | History of Architecture: Early Design Through Gothic - Honors        | 3     |
| ARCH 146H   | Architecture History: Renaissance to Modern - Honors                 | 3     |
| ART 102H    | Art History: Renaissance to Present - Honors                         | 3     |
| BIOL 109H   | History of Life - Honors   | 4     |
| CD 105H     | Child Growth and Development - Honors                                | 3     |
| COMMST 100H | Elements of Public Speaking - Honors                                 | 3     |
| ECON 200H   | Principles of Macroeconomics - Honors                                | 3     |
| ECON 201H   | Principles of Microeconomics - Honors                                | 3     |
| ENGL 101H   | Freshman Composition-Honors  | 4     |
| ENGL 102H   | Intermediate Composition and Critical Thinking - Honors              | 4     |
| ENGL 151H   | Freshman Composition and Literature - Honors                         | 3     |
| ENGL 270H   | English Literature: Middle Ages to 18th Century - Honors             | 3     |
| ENGL 271H   | English Literature: 18th Century to Present - Honors                 | 3     |
| GEOG 111H   | Physical Geography Laboratory - Honors                               | 1     |
| ETHS 107H   | Native American Experiences in U.S. History - Honors                 | 3     |
| ETHS 140H   | Chicano Experiences in U.S. History - Honors                         | 3     |
| ETHS 141H   | Race and Ethnic Relations - Honors                                   | 3     |
| HIST 100H   | United States History to 1877 - Honors                               | 3     |
| HIST 101H   | United States History: 1865 to Present - Honors                      | 3     |
| HIST 107H   | Native American Experiences in U.S. History - Honors                 | 3     |
| HIST 140H   | Chicano Experiences in U.S. History - Honors                         | 3     |
| HIST 145H   | History of California - Honors                                       | 3     |
| MUS 121H    | Music History and Literature - Middle Ages Through Baroque - Honors  | 3     |
| MUS 122H    | Music History and Literature - Classic Through Contemporary - Honors | 3     |
| PHIL 101H   | Introduction to Philosophy - Honors                                  | 3     |
| POLIT 110H  | Introduction to Political Theory - Honors                            | 3     |
| POLIT 138H  | Service Learning: Student Leadership - Honors                        | 3     |

|            |   |   |
|------------|---|---|
| POLIT 139H | Service Learning: Community Leadership - Honors | 3 |
| POLIT 141H | Introduction to World Politics - Honors         | 3 |
| PSYCH 100H | General Psychology - Honors                     | 3 |
| RELIG 100H | Introduction to Religious Studies - Honors      | 3 |
| SOC 100H   | Introduction to Sociology - Honors              | 3 |
| SOC 110H   | Social Problems - Honors                        | 3 |
| SOC 141H   | Race and Ethnic Relations - Honors              | 3 |
| SPAN 102H  | College Spanish II - Honors                     | 5 |
| SPAN 103H  | College Spanish III - Honors                    | 4 |

For a complete course description of any of these courses, refer to the specific department listing in this catalog.

Students who would like to take a single honors course without fully participating in the Honors Program may enroll after satisfactorily demonstrating skill or aptitude in the discipline covered by that honors course. The prerequisite(s) for each course must be met by the individual student. Visit the Honors Program website (<https://www.valleycollege.edu/academic-career-programs/specialized-programs/honors-program/>) for additional information.

# DEGREE AND CERTIFICATE PROGRAMS

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## Associate Degree Majors

San Bernardino Valley College offers associate degree majors in most departments listed in this catalog. Refer to the chart below for a complete list of associate degree majors. Refer to the particular department for course descriptions and a complete list of the courses required for that major.

## Program Length

San Bernardino Valley College offers a wide variety of associate degrees and certificate programs. The amount of time it will take a student to complete an associate degree depends on whether one is attending full-time or part-time, on the student's level of preparation, and on the number of prerequisite courses required. Typically, a student attending full-time with few prerequisite requirements may complete an associate degree in two years. Students attending part-time could take as long as four or five years, or more.

The amount of time it will take to complete a certificate program will depend on whether the student is attending full-time or part-time, the number of units required for the certificate, the rotation of courses over a one- or two-year sequence, and the number of prerequisite courses the student is required to take. A very limited number of certificate programs can be completed in one semester. The majority will take one or two years if the student attends full-time however, the length of the certificate program may vary. Consult with a counselor for more information.

## Degree and Certificate Program Index

These are the Associate Degree major/areas of emphasis and Certificates currently available at San Bernardino Valley College. The courses to fulfill the requirements for each listed program are detailed in the following pages. All courses are used to fulfill Associate Degree majors and state or locally approved Certificates must be completed with a minimum grade of C. All programs are subject to change; students should consult with a counselor for further information.

Degree and Certificate Program Index (<http://catalog.valleycollege.edu/degree-certificate-program-index/>)



# Accounting

Accounting, as the language of business, is concerned with how businesses report their transactions and how they interpret the summaries of those transactions. Accountants record and summarize the economic events within a business. In addition, they interpret financial information and conduct solvency and profitability analyses to serve as a basis for sound business decisions. Within the mission of the college, the Accounting Department has several objectives: Provide high quality accounting and business programs, which will prepare our students for successful careers in business and government; Provide students with a broad-base understanding of the concepts of accounting, business and management; Provide transfer preparation for universities. Students planning to transfer to a four-year institution and major in accounting should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)

Division Phone Number: (909) 384-8520

Department Chair: Michael Assumma (massumma@sbccd.edu), M.B.A.

- 
- Accounting Associate of Arts Degree (p. 74)
  - Accounting Certificate of Achievement (p. 74)
  - Bookkeeping Certificate of Career Preparation (p. 75)

### ACCT 010 3 Units

#### Bookkeeping

**Lecture:** 54 contact hours

This is an introductory course for students interested in the accounting field. The focus is basic bookkeeping and accounting principles for small business enterprises. Emphasis is on the development of skills used to record business transactions, as well as the procedures to prepare financial statements and complete the accounting cycle. The course is designed for occupational students and for those who wish preparatory training before entering ACCT 200.

**Associate Degree Applicable**

### ACCT 030 4 Units

#### Federal and State Individual Income Taxation

**Lecture:** 72 contact hours

This course is an introduction to the basic concepts of federal and state individual income taxation. Topics include history and objectives of the income taxes system, analysis of current income taxes issues, and the tax treatment of various types of income, deductions, and credits. Tax planning strategies are discussed. Actual tax forms are studied. Comprehensive individual tax returns are prepared.

**Associate Degree Applicable**

### ACCT 047 3 Units

#### Computerized Accounting

**Lecture:** 54 contact hours

This course provides a comprehensive overview of accounting software. Topics covered include the analysis of source documents and the use of accounting software to prepare, understand, and interpret financial statements for a variety of management purposes. It also includes creation and use of spreadsheets to find the solutions to accounting problems.

**Associate Degree Applicable**

### ACCT 090 3 Units

#### Payroll Accounting

**Lecture:** 54 contact hours

This course is designed to introduce various types of employee compensations and the current federal and state payroll taxes system. Withholding requirements from employees' compensations as well as payroll taxes reporting are studied. Various types of payroll taxes forms are discussed and prepared. This course will focus on the records and control requirements of payroll accounting.

**Associate Degree Applicable**

### ACCT 200 4 Units

#### Financial Accounting

**Lecture:** 72 contact hours

**Advisory:** ENGL 101 or ENGL 101H and MATH 095 or MATH 096

This course offers an introduction to accounting information as an aid to decision-making for external users of financial statements. Students learn to measure and record accounting data, prepare financial statements and analyze published financial accounting information. The focus is on the subjects of accounting cycle, the application of generally accepted accounting principles, ethics, the financial statements, and statement analysis.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ACCT 110

### ACCT 201 4 Units

#### Managerial Accounting

**Lecture:** 72 contact hours

**Prerequisite:** ACCT 200

This course studies the use of accounting information in decision-making, planning, directing operations and controlling. It focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Issues relating to ethics, cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments are also examined.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ACCT 120

## Accounting Associate of Arts Degree

To graduate with a specialization in Accounting, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

| Code                    | Title                                      | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ACCT 047                | Computerized Accounting                    | 3         |
| ACCT 200                | Financial Accounting                       | 4         |
| ACCT 201                | Managerial Accounting                      | 4         |
| BUSAD 100               | Introduction to Business                   | 3         |
| BUSAD 210               | Business Law                               | 3         |
| or BUSAD 211            | The Legal Environment of Business          |           |
| ECON 208                | Business and Economic Statistics           | 4         |
| or MATH 108             | Introduction to Probability and Statistics |           |
| ECON 200                | Principles of Macroeconomics               | 3         |
| or ECON 200H            | Principles of Macroeconomics - Honors      |           |
| ECON 201                | Principles of Microeconomics               | 3         |
| or ECON 201H            | Principles of Microeconomics - Honors      |           |
| <b>Total Units</b>      |  | <b>27</b> |

| Code                       | Title  | Units |
|----------------------------|--|-------|
| <b>Recommended Courses</b> |  |       |
| ACCT 030                   | Federal and State Individual Income Taxation | 4     |
| ACCT 090                   | Payroll Accounting                           | 3     |
| CIT 101                    | Introduction to Computer Literacy            | 3     |
| CIT 114                    | Spreadsheets: Excel                          | 3     |
| MATH 102                   | College Algebra                              | 4     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate an ability to perform fundamental accrual adjustments through journal entries, using their understanding of revenue, expense, asset, liability and owner's equity accounts
- Analyze and explain the preparation of financial reporting by applying GAAP and financial analysis
- Develop, implement, and evaluate an accounting system by examining the internal and external reporting requirements of a business entity
- Demonstrate the ability to use accounting information for decision making through use of financial ratio analysis, CVP analysis, budget reports and performance measurement tools
- Identify and communicate alternative problems effectively, recommend solutions, and provide an implementation strategy in oral written and electronic form

- Consider the ethical and social responsibility issues affecting the current business environment
- Demonstrate an understanding of and familiarity with the world of business and its related terminology
- Apply the methods of effective business communication

## Accounting Certificate of Achievement

This certificate is designed to prepare students for entry-level positions, updating and maintaining accounting records, calculating disbursements and receipts, tracking accounts payable and receivable, and determining profit and loss.

| Code                    | Title                                      | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ACCT 047                | Computerized Accounting                    | 3         |
| ACCT 200                | Financial Accounting                       | 4         |
| ACCT 201                | Managerial Accounting                      | 4         |
| BUSAD 100               | Introduction to Business                   | 3         |
| BUSAD 210               | Business Law                               | 3         |
| or BUSAD 211            | The Legal Environment of Business          |           |
| ECON 208                | Business and Economic Statistics           | 4         |
| or MATH 108             | Introduction to Probability and Statistics |           |
| ECON 200                | Principles of Macroeconomics               | 3         |
| or ECON 200H            | Principles of Macroeconomics - Honors      |           |
| ECON 201                | Principles of Microeconomics               | 3         |
| or ECON 201H            | Principles of Microeconomics - Honors      |           |
| <b>Total Units</b>      |  | <b>27</b> |

| Code                       | Title  | Units |
|----------------------------|--|-------|
| <b>Recommended Courses</b> |  |       |
| ACCT 030                   | Federal and State Individual Income Taxation | 4     |
| ACCT 090                   | Payroll Accounting                           | 3     |
| MATH 102                   | College Algebra                              | 4     |
| CIT 101                    | Introduction to Computer Literacy            | 3     |
| CIT 114                    | Spreadsheets: Excel                          | 3     |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the ability to organize, analyze, and interpret measurable business transactions
- Prepare financial statements by applying Generally Accepted Accounting Principles
- Communicate financial and managerial accounting information applying common methods of business communication
- Demonstrate an understanding of the world of business
- Identify ethical and social responsibility issues facing today's business

## Bookkeeping Certificate of Career Preparation

Bookkeeping clerks along with accounting and auditing clerks are an organization's financial record keepers. They update and maintain one or more accounting records. All of these clerks make numerous computations each day. In small businesses, bookkeeping clerks handle all financial transactions and record keeping. In large offices and accounting departments, the clerks have more specialized tasks, such as accounts payable or accounts receivable. The responsibilities vary by level of experience.

| Code                    | Title  | Units    |
|-------------------------|--|----------|
| <b>Required Courses</b> |  |          |
| ACCT 010                | Bookkeeping                                    | 3        |
| ACCT 090                | Payroll Accounting                             | 3        |
| ACCT 047<br>or CIT 114  | Computerized Accounting<br>Spreadsheets: Excel | 3        |
| <b>Total Units</b>      |  | <b>9</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Understand the role and the duties of a bookkeeper within the framework of the required accounting activities in a business setting
- Explain and apply the concepts of cash vs. accrual basis accounting, double entry bookkeeping as well as the debits and credits
- Prepare basic payroll transitions ranging from paying wages to depositing and reporting payroll taxes
- Make appropriate and accurate accounting entries for a variety of financial records

## Administration of Justice

The Administration of Justice Department strives to provide our students with the legal, ethical and educational background necessary to pursue a career in a criminal justice-related field and to successfully transition into a 4-year academic program.

The Administration of Justice discipline involves the study of the theory and practice of law, law enforcement, the courts, and corrections systems. Law enforcement specializes in police activities including effective investigation and patrol services to the public. The courts specialize in responsibilities to the public through the trial system. The corrections systems specialize in the punishment and incarceration process as well as rehabilitation of the offender. Private security services explore private protection through private agencies.

Administration of Justice offers a wide range of career opportunities. Students interested in careers as peace officers should refer to the Department of Police Science in this catalog. Students planning to transfer to a four-year institution and major in Administration of Justice should consult with a counselor regarding the transfer process and lower division requirements. The Administration of Justice courses listed may not be offered every semester due to instructor availability. Please refer to the college semester class schedule offerings.

**Any felony or domestic violence conviction, or any significant prior or current drug use will disqualify most people seeking jobs in law enforcement, corrections, probation/parole, or forensics.**

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Jeremy Croy (jcroy@sbccd.edu), Ed.D.

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- Administration of Justice Associate of Arts Degree (p. 77)
  - Administration of Justice Associate of Science Transfer Degree (p. 77)
  - Administration of Justice Certificate of Achievement (p. 78)

### ADJUS 101 3 Units

#### Introduction to Administration of Justice

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an introduction to the philosophy and history of the criminal justice system including the roles and functions of the local, state, and federal jurisdictions. Additional discussion topics will include the roles, functions and interrelationships among law enforcement agencies, courts and corrections as well as crime causation, correctional theory, analysis, and the social impact of crime.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** AJ 110

**ADJUS 102 3 Units****Principles and Procedures of the Justice System****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course provides an examination and analysis of due process in criminal proceedings, from pre-arrest through trial and appeal, utilizing statutory, state and constitutional precedents.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** AJ 122**ADJUS 103 3 Units****Concepts of Criminal Law****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an introduction to common law, legal concepts, codes and their history, and the philosophy and development of U.S. criminal law.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** AJ 120**ADJUS 104 3 Units****Legal Aspects of Evidence****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course examines the origin, development, philosophy, and constitutional basis of the use of evidence. It also incorporates constitutional and procedural considerations affecting arrest, search and seizure, types of evidence, and rules governing admissibility, judicial decisions, and interpretation of individual rights. Case studies will also be covered in this class.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** AJ 124**ADJUS 105 3 Units****Community Relations****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course examines the complex and dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges of administering justice within a diverse multicultural population. Topics include the consensus and conflicting values in culture, religion, and the law.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** AJ 160**ADJUS 106 3 Units****Principles of Investigation****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course covers the principles of various types of investigations utilized in the criminal justice system, including concepts of investigation, and the analysis, evaluation, preservation and documentation of evidence. The course will also include dealing with the public, techniques for handling crime scenes, interviews, evidence, surveillance, follow-up, technical resources, and case preparation.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** AJ 140**ADJUS 107 3 Units****Concepts of Enforcement Services****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course examines the theories, philosophies, and concepts related to the role expectations of line enforcement officers. The emphasis is focused on patrol, traffic and public service responsibilities and their relationships to the administration of justice.

**Associate Degree Applicable****Transfers to CSU only****ADJUS 108 3 Units****Juvenile Procedures****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focuses on juvenile law, courts and processes, and the constitutional protections extended to juveniles administered by the American Justice System.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** AJ 220

## Administration of Justice Associate of Arts Degree

To graduate with a specialization in Administration of Justice, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

| Code                                | Title   | Units     |
|-------------------------------------|---|-----------|
| <b>Required Courses</b>             |   |           |
| ADJUS 101                           | Introduction to Administration of Justice       | 3         |
| ADJUS 102                           | Principles and Procedures of the Justice System | 3         |
| ADJUS 103                           | Concepts of Criminal Law                        | 3         |
| ADJUS 104                           | Legal Aspects of Evidence                       | 3         |
| ADJUS 105                           | Community Relations                             | 3         |
| <b>Select two of the following:</b> |   |           |
| ADJUS 106                           | Principles of Investigation                     | 3         |
| ADJUS 107                           | Concepts of Enforcement Services                | 3         |
| ADJUS 108                           | Juvenile Procedures                             | 3         |
| CORREC 101                          | Introduction to Corrections                     | 3         |
| CORREC 102                          | Correctional Interviewing and Counseling        | 3         |
| CORREC 103                          | Gangs and Corrections                           | 3         |
| CORREC 104                          | Control and Supervision in Corrections          | 3         |
| CORREC 105                          | Legal Aspects of Corrections                    | 3         |
| CORREC 106                          | Probation and Parole                            | 3         |
| <b>Total Units</b>                  |   | <b>21</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply knowledge and skills required in securing and maintaining employment
- Analyze the interrelations between the courts, law enforcement, and corrections
- Demonstrate the sequence of events necessary in determining admissibility or suppression of evidence
- Demonstrate analysis of basic legal definitions of criminal law
- Develop a world view that values why law enforcement is necessary in diverse populations and societies

## Administration of Justice Associate of Science Transfer Degree

Administration of Justice is the study of the causes, consequences and control of crime. The program leading to the Associate in Science in Administration of Justice for Transfer (AS-T) is designed to acquaint pre-service and in-service students with the principles and practices of criminal justice systems in America. The goal of this program is to familiarize students with a foundation in the Criminal Justice sub-systems: Law Enforcement, Correctional Science, Criminology, Forensics, Investigations, and the Judicial /Court's role. The program is both academic and professional in that it is an interdisciplinary attempt to relate intellectual issues and practitioner perspectives to the challenge of crime in a free society. Consequently, the program provides preparation for employment with a related agency and /or transfer to a college or university.

Students will be prepared to work in a variety of fields, including: public law enforcement agencies such as municipal police, CHP, probation officers, county deputy sheriffs, correctional officers, game wardens, state park rangers, and private security. Students completing the AS-T in Administration of Justice degree will be able to transfer to the California State University systems and be prepared to study in the following areas: Administration of Justice, Law Enforcement, Correctional Science, Social Science/Criminology, Forensics, and Pre- Law.

To earn this AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Administration of Justice should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title  | Units |
|--|--|-------|
| <b>Required Core Courses</b>   |  |       |
| ADJUS 101  | Introduction to Administration of Justice                            | 3     |
| ADJUS 103  | Concepts of Criminal Law   | 3     |
| <b>List A - Select two of the following: 6</b>                                     |  |       |
| ADJUS 102  | Principles and Procedures of the Justice System                      | 3     |
| ADJUS 104  | Legal Aspects of Evidence  | 3     |
| ADJUS 105  | Community Relations  | 3     |
| ADJUS 106  | Principles of Investigation  | 3     |
| ADJUS 108  | Juvenile Procedures  | 3     |
| CORREC 101   | Introduction to Corrections  | 3     |
| <b>List B - Select two of the following (any course not used from List A): 6-8</b> |  |       |
| CIT 101  | Introduction to Computer Literacy                                    | 3     |
| ENGL 102   | Intermediate Composition and Critical Thinking                       | 4     |
|  | or ENGL 102H Intermediate Composition and Critical Thinking - Honors |       |
|  | or PHIL 102 Critical Thinking and Writing                            |       |

|               |  |   |
|---------------|--|---|
| PHIL 103      | Introduction to Logic: Argument and Evidence | 3 |
| POLIT 100     | American Politics                            | 3 |
| PSYCH 100     | General Psychology                           | 3 |
| or PSYCH 100H | General Psychology - Honors                  |   |
| PSYCH 105     | Statistics for the Behavioral Sciences       | 4 |
| or MATH 108   | Introduction to Probability and Statistics   |   |
| or ECON 208   | Business and Economic Statistics             |   |
| SOC 100       | Introduction to Sociology                    | 3 |
| or SOC 100H   | Introduction to Sociology - Honors           |   |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18-20</b> |
| <b>Total Units that may be Double-Counted</b>    |       | <b>6</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>7-11</b>  |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Critically analyze and evaluate the admissibility or exclusion of evidence based upon fourth and fifth amendment protections; evaluate and describe the various types of evidence
- Critically analyze and evaluate the proper procedures in conducting a criminal investigation involving crimes against persons, property, sex crimes, crimes against children, bombs and explosives, and vice and narcotics
- Critically analyze and describe the role and responsibilities of Forensic criminalists in conducting a criminal investigation
- Critically evaluate the challenges and strategies of the Criminal Justice System within a diverse and multicultural society
- Critically analyze and describe the development of the penal institutions in the United States; describing the goals, challenges, responsibilities and strategies of the correctional institutions
- Critically analyze and describe the development of the Juvenile Justice System in the United States; explaining the juvenile court procedures and Constitutional protections prescribed by United States Supreme Court decisions

## Administration of Justice Certificate of Achievement

The Administration of Justice certificate is designed to prepare students for entry-level positions in a wide range of law enforcement services, including the courts, corrections, law enforcement, and private security.

| Code                                | Title   | Units     |
|-------------------------------------|---|-----------|
| <b>Required Courses</b>             |   |           |
| ADJUS 101                           | Introduction to Administration of Justice       | 3         |
| ADJUS 102                           | Principles and Procedures of the Justice System | 3         |
| ADJUS 103                           | Concepts of Criminal Law                        | 3         |
| ADJUS 104                           | Legal Aspects of Evidence                       | 3         |
| ADJUS 105                           | Community Relations                             | 3         |
| <b>Select two of the following:</b> |   | <b>6</b>  |
| ADJUS 106                           | Principles of Investigation                     | 3         |
| ADJUS 107                           | Concepts of Enforcement Services                | 3         |
| ADJUS 108                           | Juvenile Procedures                             | 3         |
| CORREC 101                          | Introduction to Corrections                     | 3         |
| CORREC 102                          | Correctional Interviewing and Counseling        | 3         |
| CORREC 103                          | Gangs and Corrections                           | 3         |
| CORREC 104                          | Control and Supervision in Corrections          | 3         |
| CORREC 105                          | Legal Aspects of Corrections                    | 3         |
| CORREC 106                          | Probation and Parole                            | 3         |
| <b>Total Units</b>                  |   | <b>21</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply knowledge and skills required in securing and maintaining employment
- Analyze the interrelations between the courts, law enforcement, and corrections
- Demonstrate the sequence of events necessary in determining admissibility or suppression of evidence
- Demonstrate analysis of basic legal definitions of criminal law
- Develop a world view that values why law enforcement is necessary in diverse populations and societies

## Aeronautics

The Aeronautics Department curriculum offers students several ways to qualify for employment in the aviation industry. Students may pursue an Associate of Science degree or certificates in Airframe and Powerplant Technology. Students desiring specific ratings or licenses should consult with faculty in the Aeronautics Department and/or the Federal Aviation Administration (FAA). Students planning to transfer to a four-year institution and major in aeronautics should consult with a counselor regarding the transfer process and lower division requirements.

Airframe and Powerplant Technicians are employed by airlines and Aviation Maintenance providers. The Aviation Maintenance Technician program at San Bernardino Valley College is fully approved by the FAA to provide the training required to become Airframe and Powerplant Technicians.

Students interested in the Aviation Maintenance Technician Certificate are highly encouraged to take additional laboratory courses in conjunction with laboratory required courses to meet the mandatory 1900 hours of instruction to qualify for the Airframe and Powerplant written, oral and practical tests administered by (FAA). The courses listed below can be taken concurrently.

| Code                     | Title   | Units |
|--------------------------|---|-------|
| AERO 050L<br>& AERO 650L | General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies and General Laboratory/Calculations and Basic Electricity Airframe and Powerplant Technologies | 2     |
| AERO 051L<br>& AERO 651L | General Laboratory/Materials and Servicing Airframe and Powerplant Technologies and General Laboratory/Materials and Servicing Airframe and Powerplant Technologies                       | 2     |
| AERO 052L<br>& AERO 652L | Airframe Maintenance Laboratory - Structures and Airframe Maintenance Laboratory - Structures   | 5     |
| AERO 053L<br>& AERO 653L | Airframe Maintenance Laboratory - Systems and Components and Airframe Maintenance Laboratory System and Components  | 5     |
| AERO 054L<br>& AERO 654L | Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul and Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul   | 5     |
| AERO 055L<br>& AERO 655L | Powerplant Maintenance Laboratory - Accessory Overhaul and Powerplant Maintenance Laboratory - Accessory Overhaul   | 5     |

Students planning to obtain an FAA A&P certification with prior military or industry experience should consult with the Department Chair.

### Contact Information

Division: Applied Technology, Transportation, and Culinary Arts

Division Phone Number: (909) 384-4451

Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

- Aviation Maintenance Technician Certificate of Achievement (p. 84)
- Flight Operations and Management Associate of Science Degree (p. 84)
- Flight Operations Certificate of Achievement (p. 85)
- Flight Operations Certificate of Completion (<http://catalog.valleycollege.edu/degree-certificate-program-index/aeronautics/flight-operations-certificate-completion/>)
- Powerplant Maintenance Technician Certificate of Achievement (p. 85)

#### AERO 015 2 Units

##### Nano Composite Technology

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

This course is an introduction to Nano Composite Structures including the manufacturing, uniqueness, strength and repair methods in the aviation field and any related fields using composites technology.

##### Associate Degree Applicable

#### AERO 021 3 Units

##### Aviation Fundamentals

**Lecture:** 54 contact hours

This course is an introduction to the basic principles of aeronautics, aircraft structure and operations including space, rocketry and aeronautical occupations.

##### Associate Degree Applicable

#### AERO 022 6 Units

##### Private Pilot Ground School

**Lecture:** 108 contact hours

This course offers complete preparation for the Federal Aviation Administration (FAA) private pilot written examination including aerodynamics, weight and balance, airports and airspace, meteorology, using aviation services, flight information publications, federal air regulations, navigation, radio navigation aids, cross-country flight planning, physiology of flight, and airborne emergencies.

##### Associate Degree Applicable

#### AERO 024 3 Units

##### Aircraft Powerplants

**Lecture:** 54 contact hours

This course is designed to familiarize the student with the operating principles and construction highlights of both reciprocating and jet aircraft engines including internal combustion engines, jet propulsion engines, aircraft fuels and fuel systems, electrical and ignition systems, lubricants and lubrication systems, propellers, engine instrument and control systems, engine inspection, operation and troubleshooting.

##### Associate Degree Applicable

#### AERO 025 2 Units

##### Flight Safety

**Lecture:** 36 contact hours

This course is an in-depth study of flight safety including: organizations contributing to flight safety, Pilot and passenger responsibilities, emergency radio procedures, pilot resources, ground safety, mid-air collisions, weather and night flight hazards and precautions, emergency procedures, medical factors, human factors, and crash investigation and liability.

##### Associate Degree Applicable

- Airframe Maintenance Technician Certificate of Achievement (p. 83)
- Aviation Maintenance Technician Associate of Science Degree (p. 83)

**AERO 026 3 Units****Airframe Structures****Lecture:** 54 contact hours

This course is designed to familiarize the aviator or prospective pilot with the fundamentals of aircraft design and construction including: aircraft structural components, fundamentals of aerodynamics and flight, materials and hardware, ice and rain protection, hydraulic and pneumatic systems, landing gear systems, fire protection systems, electrical systems, instrument systems, weight and balance control, and blue print reading.

**Associate Degree Applicable****AERO 027 2 Units****Airport Certification and Operations****Lecture:** 36 contact hours

This course covers airport certification and operations including applicability, definitions, certificate requirements, and process, Airport Certification Manual (ACM), record keeping, personnel requirements, markings, signs, and lighting, airport emergency plan, wildlife hazard management, and unmanned aerospace vehicles (UAV)(drones) issues.

**Associate Degree Applicable****AERO 034 3 Units****Civil Aviation Management and Laws****Lecture:** 54 contact hours

This course covers the history of civil aviation in the United States including: federal legislation on civil aviation, international treaties and agreements relevant to civil aviation, and regulations pertaining to the management of airports, air carriers, general aviation, international air transport, and the air cargo industry.

**Associate Degree Applicable****AERO 040 4 Units****Instrument Ground School****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course examines the fundamentals of instrument flight in the Air Traffic Control (ATC) system and factors that can affect the operation including aerodynamics, navigation, flight planning, and communication. The subject matter is reinforced by flying various procedures in flight simulators. This course can be used as a method to meet the Federal Aviation Administration (FAA) requirements for the ground instruction portion of a Biennial Flight Review (BFR) as specified in Federal Aviation Regulations (FAR) 61.56.

**Associate Degree Applicable****AERO 046 3 Units****Aviation Weather****Lecture:** 54 contact hours

This course covers the aspects of weather as they relate to aircraft operation and safety. Includes: Basic and hazardous weather, atmospheric winds, pressure systems as associated with weather, cloud formation, air masses and fronts, thunderstorms, turbulence and icing, fog, haze and smoke, high altitude, arctic and tropical weather, interpretation of weather reports, forecast, charts and maps.

**Associate Degree Applicable****AERO 050 5 Units****General/Calculations and Basic Electricity Airframe and Powerplant Technologies****Lecture:** 90 contact hours**Corequisite:** AERO 050L

This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of study include familiarization of basic hand tools, applications of mathematics, basic physics, certain Federal Aviation Regulations (FARs), basic electricity including application of Ohm's Law, electrical terms, units of measure, types of electrical circuits, reading and interpreting electrical diagrams, and electrical components familiarization. (Formerly AERO 100)

**Associate Degree Applicable****AERO 050L 2 Units****General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies****Lab:** 108 contact hours**Corequisite:** AERO 050

This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. The content includes the use of basic hand tools, applications of mathematics, basic physics, certain Federal Aviation Regulations (FARs), basic electricity including application of Ohm's Law, use of a volt/ohm meter, interpret electrical circuit diagrams, service and inspection of batteries. (Formerly AERO 100L)

**Associate Degree Applicable****AERO 051 5 Units****General/Materials and Servicing Airframe and Powerplant Technologies****Lecture:** 90 contact hours**Corequisite:** AERO 051L

This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of instruction include aircraft weight and balance control, basic drafting, aircraft fluid lines and fittings, aircraft hardware, materials, non-destructive testing processes, corrosion control, aircraft cleaning and ground operations and handling. (Formerly AERO 101)

**Associate Degree Applicable****AERO 051L 2 Units****General Laboratory/Materials and Servicing Airframe and Powerplant Technologies****Lab:** 108 contact hours**Corequisite:** AERO 051

This course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of instruction include aircraft weight and balance control, basic drafting, aircraft fluid lines, fittings, aircraft hardware, materials, non-destructive testing processes, corrosion control, aircraft cleaning, and ground operations and handling. (Formerly AERO 101L)

**Associate Degree Applicable****AERO 052 6 Units****Airframe Maintenance - Structures****Lecture:** 108 contact hours**Corequisite:** AERO 052L

This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include airframe structures, aircraft covering, aircraft finishing, theory of flight, assembly and rigging, structural repair, aircraft inspection, and aircraft fuel systems. (Formerly AERO 102)

**Associate Degree Applicable**



**AERO 052L 5 Units****Airframe Maintenance Laboratory - Structures****Lab:** 270 contact hours**Corequisite:** AERO 052

This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include airframe structures, aircraft covering, aircraft finishing, theory of flight, assembly and rigging, structural repair, aircraft inspection, and aircraft fuel systems. (Formerly AERO 102L)

**Associate Degree Applicable****AERO 053 6 Units****Airframe Maintenance - Systems and Components****Lecture:** 108 contact hours**Corequisite:** AERO 053L

This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include aircraft welding, electrical circuits, and basic aircraft systems for power, landing, brakes warning instrumentation, autopilot, cabin atmosphere control, ice and rain control, fire protection and communications. (Formerly AERO 103)

**Associate Degree Applicable****AERO 053L 5 Units****Airframe Maintenance Laboratory - Systems and Components****Lab:** 270 contact hours**Corequisite:** AERO 053

This course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of instruction include aircraft welding, electrical circuits, and basic aircraft systems for power, landing, brakes warning instrumentation, auto pilot, cabin atmosphere control, ice and rain control, fire protection and communications. (Formerly AERO 103L)

**Associate Degree Applicable****AERO 054 6 Units****Powerplant Maintenance - Reciprocating Engine Overhaul****Lecture:** 108 contact hours**Corequisite:** AERO 054L

This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include reciprocating engine theory, overhaul, inspections, lubricating systems, indicating systems, fire protection systems, and engine fuel systems. (Formerly AERO 104)

**Associate Degree Applicable****AERO 054L 5 Units****Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul****Lab:** 270 contact hours**Corequisite:** AERO 054

This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include reciprocating engine theory, overhaul, inspections, lubricating systems, indicating systems, fire protection systems, and engine fuel systems. (Formerly AERO 104L)

**Associate Degree Applicable****AERO 055 6 Units****Powerplant Maintenance - Accessory Overhaul****Lecture:** 108 contact hours**Corequisite:** AERO 055L

This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include electricity, ignition, fuel, fuel metering, induction, cooling, exhaust, propellers, turbine engines and auxiliary power units. (Formerly AERO 105)

**Associate Degree Applicable****AERO 055L 5 Units****Powerplant Maintenance Laboratory - Accessory Overhaul****Lab:** 270 contact hours**Corequisite:** AERO 055

This course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include electrical power generation, ignition, fuel and fuel metering, induction, cooling, exhaust, propeller systems, turbine engines and auxiliary power units. (Formerly AERO 105L)

**Associate Degree Applicable****AERO 098 1-4 Units****Aeronautics Work Experience****WRKEX:** 60 contact hours

This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****AERO 600 Noncredit****Introduction to Aviation Technology****Lecture:** 16 contact hours**Lab:** 48 contact hours

This noncredit introductory course gives students hands-on experience with airframe and powerplant aviation technology. It will focus on aviation principles, maintenance practices, and careers.

**AERO 621 Noncredit****Aviation Fundamentals****Lecture:** 54 contact hours

This noncredit course is an introduction to the basic principles of aeronautics, aircraft structure and operations including space, rocketry and aeronautical occupations.

**AERO 622 Noncredit****Private Pilot Ground School****Lecture:** 108 contact hours

This noncredit course offers complete preparation for the Federal Aviation Administration (FAA) private pilot written examination including aerodynamics, weight and balance, airports and airspace, meteorology, using aviation services, flight information publications, federal air regulations, navigation, radio navigation aids, cross-country flight planning, physiology of flight, and airborne emergencies.

**AERO 624 Noncredit****Aircraft Powerplants****Lecture:** 54 contact hours

This course is designed to familiarize the student with the operating principles and construction highlights of both reciprocating and jet aircraft engines including: internal combustion engines, jet propulsion engines, aircraft fuels and fuel systems, electrical and ignition systems, lubricants and lubrication systems, propellers, engine instrument and control systems, engine inspection, operation and troubleshooting.

**AERO 625 Noncredit****Flight Safety****Lecture:** 36 contact hours

This noncredit course is an in-depth study of flight safety including: organizations contributing to flight safety, pilot and passenger responsibilities, emergency radio procedures, pilot resources, ground safety, mid-air collisions, weather and night flight hazards and precautions, emergency procedures, medical factors, human factors, and crash investigation and liability.

**AERO 626 Noncredit****Airframe Structures****Lecture:** 54 contact hours

This noncredit course is designed to familiarize the aviator or prospective pilot with the fundamentals of aircraft design and construction including: aircraft structural components, fundamentals of aerodynamics and flight, materials and hardware, ice and rain protection, hydraulic and pneumatic systems, landing gear systems, fire protection systems, electrical systems, instrument systems, weight and balance control, and blueprint reading.

**AERO 640 Noncredit****Instrumental Ground School****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course examines the fundamentals of instrument flight in the Air Traffic Control (ATC) system and factors that can affect the operation including aerodynamics, navigation, flight planning, and communication. The subject matter is reinforced by flying various procedures in flight simulators. This course can be used as a method to meet the Federal Aviation Administration (FAA) requirements for the ground instruction portion of a Biennial Flight Review (BFR) as specified in Federal Aviation Regulations (FAR) 61.56.

**AERO 646 Noncredit****Aviation Weather****Lecture:** 54 contact hours

This noncredit course covers the aspects of weather as they relate to aircraft operation and safety. It includes basic and hazardous weather, atmospheric winds, pressure systems as associated with weather, cloud formation, air masses and fronts, thunder storms, turbulence and icing, fog, haze and smoke, high altitude, arctic and tropical weather, interpretation of weather reports, forecast, charts and maps.

**AERO 650L Noncredit****General Laboratory/Calculations and Basic Electricity Airframe and Powerplant Technologies****Lab:** 45 contact hours

This noncredit course provides additional training and lab hours for the Airframe Maintenance Technician Certificate as required by the FAA. The content includes the use of basic hand tools, applications of mathematics, basic physics, certain Federal Aviation Regulations (FARs), basic electricity including application of Ohm's Law, use of a volt/ohm meter, interpret electrical circuit diagrams, service and inspection of batteries.

**AERO 651L Noncredit****General Laboratory/Materials and Servicing Airframe and Powerplant Technologies****Lab:** 45 contact hours

This noncredit course provides training for the General requirements of the Aviation Maintenance Technician Certificate. Areas of instruction include aircraft weight and balance control, basic drafting, aircraft fluid lines, fittings, aircraft hardware, materials, non-destructive testing processes, corrosion control, aircraft cleaning, and ground operations and handling.

**AERO 652L Noncredit****Airframe Maintenance Laboratory - Structures****Lab:** 54 contact hours

This noncredit course provides training for the Airframe requirements of the Airframe Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include airframe structures, aircraft covering, aircraft finishing, theory of flight, assembly and rigging, structural repair, aircraft inspection, and aircraft fuel systems.

**AERO 653L Noncredit****Airframe Maintenance Laboratory System and Components****Lab:** 54 contact hours

This noncredit course provides additional training and lab hours for the Airframe Maintenance Technician Certificate as required by the FAA. Topics of instruction include aircraft welding, electrical circuits, and basic aircraft systems for power, landing, brakes warning instrumentation, autopilot, cabin atmosphere control, ice and rain control, fire protection and communications.

**AERO 654L Noncredit****Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul****Lab:** 54 contact hours

This noncredit course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Topics of study include reciprocating engine theory, overhaul, inspections, lubricating systems, indicating systems, fire protection systems, and engine fuel systems.

**AERO 655L Noncredit****Powerplant Maintenance Laboratory - Accessory Overhaul****Lab:** 54 contact hours

This noncredit course provides training for the Powerplant requirements of the Powerplant Maintenance Technician Certificate and the Aviation Maintenance Technician Certificate. Areas of instruction include electrical power generation, ignition, fuel and fuel metering, induction, cooling, exhaust, propeller systems, turbine engines and auxiliary power units.

**AERO 900 1 Unit****Lab Studies in Aviation Maintenance Technology****Lab:** 54 contact hours**Prerequisite/Corequisite:** AERO 050L and AERO 051L

This course provides additional laboratory instruction for students lacking mandated hours or projects to complete a training certificate.

## Airframe Maintenance Technician Certificate of Achievement

This certificate is designed to prepare students to qualify for the Airframe Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| AERO 050                | General/Calculations and Basic Electricity Airframe and Powerplant Technologies            | 5         |
| AERO 050L               | General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies | 2         |
| AERO 051                | General/Materials and Servicing Airframe and Powerplant Technologies                       | 5         |
| AERO 051L               | General Laboratory/Materials and Servicing Airframe and Powerplant Technologies            | 2         |
| AERO 052                | Airframe Maintenance - Structures  | 6         |
| AERO 052L               | Airframe Maintenance Laboratory - Structures   | 5         |
| AERO 053                | Airframe Maintenance - Systems and Components  | 6         |
| AERO 053L               | Airframe Maintenance Laboratory - Systems and Components                                   | 5         |
| <b>Total Units</b>      |  | <b>36</b> |

| Code                       | Title                     | Units |
|----------------------------|---------------------------|-------|
| <b>Recommended Courses</b> |                           |       |
| AERO 015                   | Nano Composite Technology | 2     |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Apply general calculations and basic electricity of aviation as required by the Federal Aviation Administration (FAA)
- Apply general materials and servicing of aviation as required by the FAA
- Read and Interpret airframe manuals
- Perform required inspections, maintenance, and repairs on aircraft Airframes
- Evaluate and troubleshoot aircraft airframe systems and components
- Evaluate and service aircraft airframe systems
- Assess the serviceability of aircraft airframe parts and components
- Write descriptive and concise discrepancy reports

## Aviation Maintenance Technician Associate of Science Degree

To graduate with a specialization in Aviation Maintenance Technician, students must complete the following requirements with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units). This degree enables the holder to perform 100 hours and annual inspections on aircraft ranging from small aircraft used in general aviation to jets utilized by commercial airlines.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| AERO 050                | General/Calculations and Basic Electricity Airframe and Powerplant Technologies            | 5         |
| AERO 050L               | General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies | 2         |
| AERO 051                | General/Materials and Servicing Airframe and Powerplant Technologies                       | 5         |
| AERO 051L               | General Laboratory/Materials and Servicing Airframe and Powerplant Technologies            | 2         |
| AERO 052                | Airframe Maintenance - Structures  | 6         |
| AERO 052L               | Airframe Maintenance Laboratory - Structures   | 5         |
| AERO 053                | Airframe Maintenance - Systems and Components  | 6         |
| AERO 053L               | Airframe Maintenance Laboratory - Systems and Components                                   | 5         |
| AERO 054                | Powerplant Maintenance - Reciprocating Engine Overhaul                                     | 6         |
| AERO 054L               | Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul                          | 5         |
| AERO 055                | Powerplant Maintenance - Accessory Overhaul  | 6         |
| AERO 055L               | Powerplant Maintenance Laboratory - Accessory Overhaul                                     | 5         |
| <b>Total Units</b>      |  | <b>58</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Interpret airframe and powerplant manuals
- Perform required inspections on an aircraft
- Troubleshoot aircraft airframe and powerplant systems
- Service and repair aircraft airframe and powerplant systems
- Assess the serviceability of parts
- Write descriptive discrepancy reports
- Broaden their possibilities for advancement in their career fields

- Further their education at a four-year university to complete a bachelor degree

## Aviation Maintenance Technician Certificate of Achievement

This certificate is designed to prepare students to qualify for the airframe and powerplant certificates issued by the Federal Aviation Administration (FAA), after passing the FAA testing students are able to work on airliners as well as general aviation. The written examinations are administered by the FAA at computer testing centers.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| AERO 050                | General/Calculations and Basic Electricity Airframe and Powerplant Technologies            | 5         |
| AERO 050L               | General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies | 2         |
| AERO 051                | General/Materials and Servicing Airframe and Powerplant Technologies                       | 5         |
| AERO 051L               | General Laboratory/Materials and Servicing Airframe and Powerplant Technologies            | 2         |
| AERO 052                | Airframe Maintenance - Structures  | 6         |
| AERO 052L               | Airframe Maintenance Laboratory - Structures   | 5         |
| AERO 053                | Airframe Maintenance - Systems and Components  | 6         |
| AERO 053L               | Airframe Maintenance Laboratory - Systems and Components                                   | 5         |
| AERO 054                | Powerplant Maintenance - Reciprocating Engine Overhaul                                     | 6         |
| AERO 054L               | Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul                          | 5         |
| AERO 055                | Powerplant Maintenance - Accessory Overhaul  | 6         |
| AERO 055L               | Powerplant Maintenance Laboratory - Accessory Overhaul                                     | 5         |
| <b>Total Units</b>      |  | <b>58</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply general calculations and basic electricity of aviation as required by the Federal Aviation Administration (FAA)
- Apply general materials and servicing of aviation as required by the FAA
- Read and interpret aircraft airframe, and powerplant manuals
- Perform required inspections on an aircraft
- Use practical application skills to troubleshoot, service, and repair aircraft airframe and powerplant systems
- Assess the serviceability of aircraft airframe, and powerplant system parts and components
- Write descriptive and concise discrepancy reports

## Flight Operations and Management Associate of Science Degree

To graduate with a specialization in Flight Operations and Management students must complete the following requirements with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units). This degree is for students who are interested in a career as a commercial pilot either in general aviation, the airlines, or in the area of aviation management.

| Code               | Title                                    | Units     |
|--------------------|--|-----------|
| AERO 021           | Aviation Fundamentals                    | 3         |
| AERO 022           | Private Pilot Ground School <sup>1</sup> | 6         |
| AERO 024           | Aircraft Powerplants                     | 3         |
| AERO 025           | Flight Safety                            | 2         |
| AERO 026           | Airframe Structures                      | 3         |
| AERO 027           | Airport Certification and Operations     | 2         |
| AERO 034           | Civil Aviation Management and Laws       | 3         |
| AERO 040           | Instrument Ground School                 | 4         |
| AERO 046           | Aviation Weather                         | 3         |
| BUSAD 100          | Introduction to Business                 | 3         |
| PHYSIC 101         | Introductory Physics                     | 4         |
| <b>Total Units</b> |  | <b>36</b> |

<sup>1</sup> AERO 022 may be waived if students have taken an equivalent course; students are encouraged to see the Department Chair to determine whether course is equivalent to AERO 022.

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Relate the basic principles of aircraft flight, airport layout, airplane construction, and types of airspace
- Relate the major aircraft structural components, and the aircraft systems and components and their relevance to aircraft operation
- Discuss the factors involved in aircraft flight safety
- Compare the different types of aircraft powerplants and discuss the advantages and disadvantages of each
- Decipher the different types of weather reports and forecast and determine if aircraft flight is safe
- Explain the basic principles of aircraft flight
- Outline how the different types of weather affect aircraft flight safety
- Explain the relevance of Federal Regulations and laws to aircraft flight safety
- Contrast the differences in requirements between general aviation, air carriers, and the air cargo industry

- Examine the different business aspects involved in aviation management

## Flight Operations Certificate of Achievement

This certificate program in Flight Operations is designed for students interested in careers as a pilot in general aviation, commercial aviation, or military aviation. This certificate prepares students for employment or transfer to other colleges, and includes Federal Aviation Administration approved curricula in basic ground school, advanced ground school, and instrument ground school. Through the San Bernardino Valley College Flying Club students have the opportunity to gain flight experience at a nominal cost as they prepare for the private pilot, commercial pilot, or instrument pilot ratings.

| Code                    | Title                                    | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| AERO 021                | Aviation Fundamentals                    | 3         |
| AERO 022                | Private Pilot Ground School <sup>1</sup> | 6         |
| AERO 024                | Aircraft Powerplants                     | 3         |
| AERO 025                | Flight Safety                            | 2         |
| AERO 026                | Airframe Structures                      | 3         |
| AERO 040                | Instrument Ground School                 | 4         |
| AERO 046                | Aviation Weather                         | 3         |
| <b>Total Units</b>      |  | <b>24</b> |

<sup>1</sup> AERO 022 may be waived if students have taken an equivalent course; students are encouraged to see the Department Chair to determine whether course is equivalent to AERO 022.

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Relate the basic principles of aircraft flight, airport layout, airplane construction, and types of airspace
- Relate the major aircraft structural components, and the aircraft systems and components and their relevance to aircraft operation
- Discuss the factors involved in aircraft flight safety
- Compare the different types of aircraft powerplants and discuss the advantages and disadvantages of each
- Decipher the different types of weather reports and forecast and determine if aircraft flight is safe
- Explain the basic principles of aircraft flight
- Outline how the different types of weather affect aircraft flight safety

## Powerplant Maintenance Technician Certificate of Achievement

This certificate is designed to prepare students to qualify for the Powerplant Certificate issued by the Federal Aviation Administration (FAA), which enables the holder to maintain and repair aircrafts ranging from small aircraft used in general aviation to jets utilized by commercial airlines. The written examinations are administered by the FAA at computer testing centers.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| AERO 050                | General/Calculations and Basic Electricity Airframe and Powerplant Technologies            | 5         |
| AERO 050L               | General Laboratory/Calculations And Basic Electricity Airframe and Powerplant Technologies | 2         |
| AERO 051                | General/Materials and Servicing Airframe and Powerplant Technologies                       | 5         |
| AERO 051L               | General Laboratory/Materials and Servicing Airframe and Powerplant Technologies            | 2         |
| AERO 054                | Powerplant Maintenance - Reciprocating Engine Overhaul                                     | 6         |
| AERO 054L               | Powerplant Maintenance Laboratory - Reciprocating Engine Overhaul                          | 5         |
| AERO 055                | Powerplant Maintenance - Accessory Overhaul  | 6         |
| AERO 055L               | Powerplant Maintenance Laboratory - Accessory Overhaul                                     | 5         |
| <b>Total Units</b>      |  | <b>36</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply general calculations and basic electricity of aviation as required by the Federal Aviation Administration (FAA)
- Apply general materials and servicing of aviation as required by the FAA
- Read and interpret powerplant manuals, charts, and task sheets
- Perform required inspections, maintenance, and repairs on aircraft powerplants
- Evaluate and troubleshoot aircraft powerplant systems and components
- Use practical application skills to overhaul aircraft powerplants
- Read and interpret powerplant overhaul manuals to measure and determine the serviceability of parts
- Write descriptive and concise discrepancy reports

## American Sign Language (ASL) Courses

### ASL 109 4 Units

#### American Sign Language I

**Lecture:** 72 contact hours

In this course students develop communication skills in American Sign Language including the alphabet, basic vocabulary and grammar of ASL. Both receptive and expressive abilities are emphasized. Students review the characteristics of the deaf community and culture.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ASL 110 4 Units

#### American Sign Language II

**Lecture:** 72 contact hours

**Prerequisite:** ASL 109

The course is second in a series of four ASL courses designed for the student to develop proficiency in ASL usage. Students continue to develop basic conversational skills with emphasis on expanding vocabulary and comprehension/production skills. There are four basic categories: cultural awareness, grammatical features, vocabulary development, and conversational skills.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ASL 111 4 Units

#### American Sign Language III

**Lecture:** 72 contact hours

**Prerequisite:** ASL 110

Students continue to develop conversational skills in American Sign Language and expand their vocabulary and grammar of ASL. Students review primary issues in deaf culture and strengthen their understanding of deaf awareness. Emphasis is on idiomatic constructions as well as comprehension and production skills.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ASL 112 4 Units

#### American Sign Language IV

**Lecture:** 72 contact hours

**Prerequisite:** ASL 111

This course is designed to help students acquire communicative competency in American Sign Language, both comprehension and production skills within the contexts of literature and storytelling. Emphasis is on cultural awareness, grammatical features, vocabulary development, and conversational skills.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

## Anthropology

Anthropology is the study of what it means to be human. It has been called the most scientific of the humanities and the most humanistic of the sciences as it takes a broad approach to the study of humanity, integrating biological, archaeological, cultural, and linguistic perspectives.

Coursework in anthropology develops skills of critical thinking and enriches understanding of human diversity. Anthropologists often aim for their work to aid in understanding and solving real-world issues faced by humans today. Anthropology majors may find careers in teaching, cultural resource management, advocacy, marketing, or conflict resolution although anthropological insights can be useful in a vast range of occupations. Students planning to transfer to a four-year institution and major in anthropology should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education

Division Phone Number: (909) 384-8603

Faculty Chair: Melissa King (mking@sbccd.edu), Ph.D.

Department Website (<https://www.valleycollege.edu/academic-career-programs/degrees-certificates/anthropology/>)

- 
- Anthropology Associate of Arts Transfer Degree (p. 88)

### ANTHRO 100 3 Units

#### Introduction to Archaeology

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course introduces archaeology, its methods and contributions, in an anthropological context. Topics in this course include cultural resource management, seriation, interpretation of finds, and selected case studies.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ANTH 150

### ANTHRO 102 3 Units

#### Cultural Anthropology

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an introduction to the anthropological study of human diversity and culture. Cultural anthropologists study human organization, expression, subsistence, communication, belief, and identity, in relation to social inequalities and culture change.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ANTH 120

**ANTHRO 102H 3 Units****Cultural Anthropology - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is an introduction to the anthropological study of human diversity and culture. Cultural anthropologists study human organization, expression, subsistence, communication, belief, and identity, in relation to social inequalities and culture change. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ANTH 120**ANTHRO 103 3 Units****Anthropology of Food****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course studies food from a holistic anthropological perspective. It examines production and consumption of food around the world and across time, and it investigates the variability of the cultural meanings and ecological roles of particular food resources and practices.

**Associate Degree Applicable****Transfers to both UC/CSU****ANTHRO 106 3 Units****Biological Anthropology****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ANTH 110**ANTHRO 106H 3 Units****Biological Anthropology - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course introduces concepts and methods used to study the human species in a scientific, evolutionary framework. Topics covered include evolutionary theory, genetics, the fossil record of human ancestors, comparative primatology, human variation, and interactions between biology and culture. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ANTH 110**ANTHRO 106L 1 Unit****Biological Anthropology Laboratory****Lab:** 54 contact hours**Prerequisite/Corequisite:** ANTHRO 106 or ANTHRO 106H**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This laboratory course is offered as a supplement to Biological Anthropology (ANTHRO 106 or ANTHRO 106H) either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and explore genetics, human variation, human and non-human primate anatomy and behavior, the primate and hominin fossil record, and other resources to investigate processes that affect human evolution.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ANTH 115L**ANTHRO 108 3 Units****Introduction to Native American Studies****Lecture:** 54 contact hours

This course provides an introduction to the field of Native American Studies. It emphasizes the agency, struggles, and social justice efforts of Native Americans in the United States. Topics covered include Native cultural and intellectual traditions; racialization and intersectionality; antiracism and decolonization; and the relationship between Western scientific practices and Native American experiences. (This course is also offered as ETHS 108)

**Associate Degree Applicable****Transfers to both UC/CSU****ANTHRO 109 3 Units****Visual Culture and Art****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course explores approaches to visual culture and art in the discipline of anthropology. Included in the course is a survey of diverse visual and artistic practices, study of the relations between power and sight, and introduction to the methods of visual anthropology.

**Associate Degree Applicable****Transfers to both UC/CSU****ANTHRO 110 3 Units****Magic, Witchcraft, and Religion****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course introduces the study of beliefs and practices, past and present, associated with magic, witchcraft, and religion. Topics examined include ritual, symbolism, altered states of consciousness, and healing, as well as syncretism, change, and the social roles of these beliefs and practices. (This course is also offered as RELIG 110)

**Associate Degree Applicable****Transfers to both UC/CSU**

**ANTHRO 125 3 Units****Language and Culture****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course provides a foundation for the study of language from an anthropological perspective. Topics studied fall into two main categories: the structure of language and the use of language in cultural contexts. Topics include language ideologies, speech communities, and the relation between culture and language.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ANTH 130**ANTHRO 222 1-3 Units****Independent Study in Anthropology****DIR:** 162 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

Students with previous coursework in anthropology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of anthropology. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only****ANTHRO 223 1-3 Units****Independent Study in Anthropology - Guided Research****DIR:** 162 contact hours**Prerequisite:** ANTHRO 222

Students with previous coursework in anthropology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of anthropological research and analysis. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only**

## Anthropology Associate of Arts Transfer Degree

Anthropology is the study of what it means to be human. It has been called the most scientific of the humanities and the most humanistic of the sciences as it takes a broad approach to the study of humanity, integrating biological, archaeological, cultural, and linguistic perspectives. Anthropologists often aim for their work to aid in understanding and solving real-world issues faced by humans today. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

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. To earn this Anthropology AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Anthropology should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title  | Units |
|--|--|-------|
| <b>Required Courses (9 units)</b>  |  |       |
| ANTHRO 100   | Introduction to Archaeology  | 3     |
| ANTHRO 102   | Cultural Anthropology  | 3     |
|  | or ANTHRO 102C Cultural Anthropology - Honors                                    |       |
| ANTHRO 106   | Biological Anthropology  | 3     |
|  | or ANTHRO 106C Biological Anthropology - Honors                                  |       |
| <b>List A - Select one of the following: (3 units minimum)</b>   |  |       |
| ANTHRO 125   | Language and Culture   | 3     |
| ENGL 102   | Intermediate Composition and Critical Thinking                                   | 4     |
|  | or ENGL 102H Intermediate Composition and Critical Thinking - Honors             |       |
| MATH 108   | Introduction to Probability and Statistics                                       | 4     |
| PSYCH 105  | Statistics for the Behavioral Sciences   | 4     |
| <b>List B - Select one to two courses: (4 units maximum)</b>   |  |       |
| BIOL 260   | Human Anatomy  | 4     |
| GEOL 101 & GEOL 111  | Introduction to Physical Geology and Introduction to Physical Geology Laboratory | 4     |
| GIS 130  | Introduction to Geographic Information Systems (GIS)                             | 3     |
| PSYCH 201  | Research Methods for the Behavioral Sciences                                     | 4     |
| <b>List C - Select one of the following (3 units maximum) or any course from List A or B not already used:</b> |  |       |



|   |  |   |
|---|--|---|
| ANTHRO 103  | Anthropology of Food   | 3 |
| ANTHRO 106L   | Biological Anthropology Laboratory   | 1 |
| ANTHRO 108<br>or ETHS 108                               | Introduction to Native American Studies<br>Introduction to Native American Studies   | 3 |
| ANTHRO 109  | Visual Culture and Art   | 3 |
| ANTHRO 110  | Magic, Witchcraft, and Religion  | 3 |
| ART 108   | Art of Mexico and Mesoamerica  | 3 |
| COMMST 174  | Intercultural Communication  | 3 |
| ENGL 163<br>or ETHS 163                                 | Chicana/o Literature<br>Chicana/o Literature   | 3 |
| ENGL 165<br>or ETHS 165                                 | African-American Literature<br>African-American Literature   | 3 |
| HIST 107<br>or ETHS 107<br>or HIST 107H<br>or ETHS 107H | Native American Experiences in U.S. History<br>Native American Experiences in U.S. History<br>Native American Experiences in U.S. History - Honors<br>Native American Experiences in U.S. History - Honors | 3 |
| HIST 137<br>or ETHS 137                                 | Experiences of Racial and Ethnic Groups in U.S. History<br>Experiences of Racial and Ethnic Groups in U.S. History   | 3 |
| HIST 139<br>or ETHS 139                                 | The African American Experience in U.S. History From 1877<br>The African American Experience in U.S. History From 1877   | 3 |
| HIST 140<br>or ETHS 140<br>or HIST 140H<br>or ETHS 140H | Chicano Experiences in U.S. History<br>Chicano Experiences in U.S. History<br>Chicano Experiences in U.S. History - Honors<br>Chicano Experiences in U.S. History - Honors                                 | 3 |
| HIST 150  | Introduction to Latin American History   | 3 |
| HIST 170  | World History to 1500  | 3 |
| HIST 171  | World History Since 1500   | 3 |
| MUS 107   | Music Cultures of the World  | 3 |
| POLIT 141<br>or POLIT 141H                              | Introduction to World Politics<br>Introduction to World Politics - Honors  | 3 |
| RELIG 101   | Introduction to World Religions  | 3 |
| SOC 100<br>or SOC 100H                                  | Introduction to Sociology<br>Introduction to Sociology - Honors  | 3 |
| SOC 141<br>or ETHS 141<br>or SOC 141H<br>or ETHS 141H   | Race and Ethnic Relations<br>Race and Ethnic Relations<br>Race and Ethnic Relations - Honors<br>Race and Ethnic Relations - Honors   | 3 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18-21</b> |
| <b>Total Units That May Be Double Counted</b>    |       | <b>19</b>    |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>19-24</b> |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Express an understanding of the conceptual and methodological framework that guides anthropological work.
- Apply a relativist perspective in addressing issues facing humans and specific human groups, with a focus on the role of culture.

## Arabic (ARAB) Courses

### ARAB 101 5 Units

#### College Arabic I

**Lecture:** 90 contact hours

This course includes the study of essentials of pronunciation including the Arabic alphabet, symbols and sounds, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic-speaking people. This course corresponds to two years of high school study.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ARAB 102 5 Units

#### College Arabic II

**Lecture:** 90 contact hours

**Prerequisite:** ARAB 101

In this course students continue to develop the ability to converse, read and write in Arabic. The course includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic speaking people.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

# Architecture and Environmental Design

The Architecture curriculum is designed to provide students with the following understanding and skills:

1. Verbal and graphic methods of communication;
2. An understanding of the social and environmental problems in the United States and other countries;
3. Creative solutions to existing and future problems in the United States and other countries; and
4. How to implement new ideas in a reasonable amount of time.

The areas of study include how to develop a better quality of life through efficient housing, new building material development, new construction methods, new work methods, solar and wind power, efficient use of resources, and a reduction of waste in materials and time. A learning-by-doing approach is stressed in preparation for the job market or for transfer to a university to further study in architecture, architectural engineering, city planning, or landscape architecture. Students planning to transfer to a four-year institution and major in one of these fields should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Department Chair: Todd Heibel (theibel@sbccd.edu), Ph.D.

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- 3D Modeling and Design Certificate of Achievement (p. 92)
  - Architecture and Environmental Design Associate of Science Degree (p. 93)
  - Building Information and 3D Modeling Certificate of Achievement (p. 93)
  - Building Information Management (BIM) Certificate of Achievement (p. 94)

### ARCH 015 2 Units

#### Survey of Design and Drafting Software Applications

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

This course is an introduction to the theories and principles of industry-related software applications in the design and drafting fields. Topics of the course include dimensional graphics, three-dimensional modeling, and electronic mapping applications. Principal software applications will be explored as they relate to the fields of architecture, design, manufacturing, construction, and urban planning.

**Associate Degree Applicable**

### ARCH 070 1 Unit

#### Portfolio Design

**Lab:** 54 contact hours

**Prerequisite:** ARCH 112 or ARCH 113

This course is designed to assist architecture students in the preparation of their portfolio. The design portfolio is required to transfer to most four-year/five-year Architecture programs. This course also benefits the student entering the job force in documenting their experience. (Formerly ARCH 270)

**Associate Degree Applicable**

### ARCH 098 1-4 Units

#### Environmental Design Work Experience

**WRKEX:** 300 contact hours

**Prerequisite:** ARCH 111 or ARCH 112 or ARCH 145 or ARCH 145H

This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

### ARCH 110 2 Units

#### Introduction to Architecture

**Lecture:** 36 contact hours

This course explores the professional and academic path of the architect and aspects of the architect's relation to allied professions. Lectures will include licensing, academic options and pathways, history of the profession, practice, design theory, structures, and personal goal setting. Guest speakers and an office visit will provide students a firsthand opportunity to observe multiple aspects of the profession.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ARCH 111 2 Units

#### Sketching and Design Visualization

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

This introductory course in architectural visualization and drawing techniques will focus on how to communicate three-dimensional designs in a two-dimensional medium. Subjects and techniques include, orthographic projection, isometrics, basic one and two point perspectives, pralines, plan views, elevations, and line types. Emphasis on sketching and hand drafting and sketch-up media will be introduced in developing graphic skills.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ARCH 112 4 Units

#### Environmental Design

**Lecture:** 36 contact hours

**Lab:** 108 contact hours

This beginning architectural design course includes the perceptual and physical study of two and three-dimensional design theories, principles and compositional techniques used in the creation and manipulation of architectural form, space and light. Focus will be on the fundamental design skills and will progress to a three dimensional architectural design project including consideration of approach, transition and destination. Models, drawings and graphics will be utilized to study and communicate the design. (Formerly ARCH 100)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**ARCH 113 4 Units****Environmental Design Communication****Lecture:** 36 contact hours**Lab:** 108 contact hours**Advisory:** ARCH 111 and ENGL 101 or ENGL 101H

This is an advanced studio course that builds on a basic understanding of design communication, strengthening complexity and design intention in two and three-dimensional design and three-dimensional visualization techniques, including freehand sketching, graphic conventions, modeling, shade/shadow, color rendering, graphic presentations, and a magazine page project based presentation. This course is intended to provide the visual communications skills needed to describe architecture and participate in the design communication process. It is project-based with projects selected by the instructor to build a student's range of expression, while focusing on a variety of visualization techniques and media. (Formerly ARCH 101)

**Associate Degree Applicable****Transfers to CSU only****ARCH 130 2 Units****Computer-Aided Design (CAD) Drafting****Lecture:** 18 contact hours**Lab:** 54 contact hours

This course introduces Computer-Aided Design (CAD) as used to produce two-dimensional architectural drawings. PCs with AutoCAD will be used and instruction will focus on using a computer to draw a simple project, including the following drawing types: floor plan, site plan, elevation, and enlarged section/details. Students should have basic knowledge of computer operation and file management.

**Associate Degree Applicable****Transfers to CSU only****ARCH 131 2 Units****Introduction to Building Information Modeling (BIM)****Lecture:** 18 contact hours**Lab:** 54 contact hours**Advisory:** ARCH 130

This course introduces Building Information Modeling (BIM) as used to produce a three-dimensional architectural model with detailed construction information. PCs with Autodesk Revit will be used and instruction will focus on computer modeling a simple project and extracting construction documentation. Students should have basic knowledge of computer operation and file management.

**Associate Degree Applicable****Transfers to CSU only****ARCH 133 2 Units****Introduction to 3D Modeling and Design****Lecture:** 18 contact hours**Lab:** 54 contact hours

This course introduces 3-D Modeling for design visualization using Rhino software. Hands-on instruction will focus on digitally modeling designs with rectilinear and non-rectilinear geometry, including preparing files for fabrication and presentation. Students should have basic knowledge of computers and file management.

**Associate Degree Applicable****Transfers to CSU only****ARCH 145 3 Units****History of Architecture: Early Design Through Gothic****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a survey of Western architectural history from the early Egyptians through the Gothic period, in addition to the eastern architecture of India, Japan and China. The course includes a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment.

**Associate Degree Applicable****Transfers to both UC/CSU****ARCH 145H 3 Units****History of Architecture: Early Design Through Gothic - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a survey of Western architectural history from the early Egyptians through the Gothic period, in addition to the eastern architecture of India, Japan and China. The course includes a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****ARCH 146 3 Units****History of Architecture: Renaissance Through Modern****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This is a survey course that covers the indigenous architecture in the Pre-Columbian Americas and the Western architectural history Renaissance period to modern times. This course includes a comparative study of architecture and architects with an emphasis on people, locations, structures, materials, and methods of construction.

**Associate Degree Applicable****Transfers to both UC/CSU****ARCH 146H 3 Units****Architecture History: Renaissance to Modern - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This is a survey course that covers the indigenous architecture in the Pre-Columbian Americas and the Western architectural history Renaissance period to modern times. This course includes a comparative study of architecture and architects with an emphasis on people, locations, structures, materials, and methods of construction. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU**

**ARCH 212 4 Units****Architectural Design and Theory II****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** ARCH 112**Advisory:** ARCH 113

This course will explore architectural and environmental design relationships between various programmatic models, normative building types, and technological themes with emphasis on physical, cultural, and historic contexts. The student will develop creative design skills and problem solving techniques as they apply to the architectural and related profession. Prerequisite may be waived subject to portfolio review of recent (within 5 years) work by Architecture department. (Formerly ARCH 200)

**Associate Degree Applicable****Transfers to both UC/CSU****ARCH 213 4 Units****Architectural Design II****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** ARCH 212

Advanced architectural design processes are explored in the urban setting, with the relationships between a variety of programmatic models, normative building types, and technological themes within specific physical, cultural and historic contexts. Focus is on advanced problems solving in spatial relationships, structures, and human requirements of advanced model building, based on challenging design criteria, communication and editing a design narrative. (Formerly ARCH 201)

**Associate Degree Applicable****Transfers to both UC/CSU****ARCH 231 2 Units****Advanced Building Information Modeling (BIM)****Lecture:** 9 contact hours**Lab:** 81 contact hours

This course introduces Building Information Modeling (BIM) as used to produce a 3-dimensional architectural model with detailed construction information. PCs with Autodesk Revit will be used and instruction will focus on computer modeling a simple project and extracting construction documentation. Students should have basic knowledge of computer operation and file management as well as construction.

**Associate Degree Applicable****Transfers to CSU only****ARCH 233 2 Units****Advanced 3D Modeling and Design****Lecture:** 18 contact hours**Lab:** 54 contact hours**Prerequisite:** ARCH 133

This course introduces fundamental skills of coding and 3-D computational design using Rhino software with additional plug-ins. Hands-on instruction will focus on parametrically modeling and testing design variations with rectilinear and non-rectilinear geometry, including preparing files for fabrication and presentation. Students should have basic knowledge of 3-D modeling.

**Associate Degree Applicable****Transfers to CSU only**

## 3D Modeling and Design Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in the fields of architecture; civil, structural, mechanical, electrical engineering, urban planning, interior design, landscape design, manufacturing, and related fields. Computer Aided Drafting, CAD, Rhino and Grasshopper are the primary tool used to produce and present documents in these fields. Students completing this certificate will most likely find employment with a licensed architect, registered structural engineer, mechanical engineer or for local, state or federal governmental agency or urban planning or municipal utility or home improvement and remodeling specialty business.

| Code                    | Title                                  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ARCH 111                | Sketching and Design Visualization     | 2         |
| ARCH 112                | Environmental Design                   | 4         |
| ARCH 130                | Computer-Aided Design (CAD) Drafting   | 2         |
| ARCH 133                | Introduction to 3D Modeling and Design | 2         |
| ARCH 233                | Advanced 3D Modeling and Design        | 2         |
| <b>Total Units</b>      |  | <b>12</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Read and interpret blueprints, design documents, and project specifications to gain meaningful information
- Compare and contrast the conventional drawing types and views and explain the advantages of each
- Demonstrate the ability to mechanically construct a variety of basic drawings utilizing industry conventions of scale, scale, line, symbols, lettering and dimensioning techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing three dimensional modeling and design techniques

## Architecture and Environmental Design Associate of Science Degree

To graduate with a specialization in Architecture and Environmental Design, a student must complete the following courses in addition to the general breadth requirements for an Associate's Degree. For transfer students, these courses will provide students with the tools needed to construct a portfolio that will be required to transfer into Architecture Programs at 4-year institutions. Along with a successful portfolio, these courses should also constitute the first two years of an Architecture Program. In addition, these courses should help students interested in transferring to 4-year institutions in Environmental Design fields, and as Landscape Architecture, Interior Design and Urban Planning majors.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| ARCH 110                | Introduction to Architecture                                  | 2         |
| ARCH 111                | Sketching and Design Visualization                            | 2         |
| ARCH 112                | Environmental Design  | 4         |
| ARCH 113                | Environmental Design Communication                            | 4         |
| ARCH 130                | Computer-Aided Design (CAD) Drafting                          | 2         |
| ARCH 131                | Introduction to Building Information Modeling (BIM)           | 2         |
| ARCH 133                | Introduction to 3D Modeling and Design                        | 2         |
| ARCH 145                | History of Architecture: Early Design Through Gothic          | 3         |
| or ARCH 145H            | History of Architecture: Early Design Through Gothic - Honors |           |
| ARCH 146                | History of Architecture: Renaissance Through Modern           | 3         |
| or ARCH 146H            | Architecture History: Renaissance to Modern - Honors          |           |
| ARCH 212                | Architectural Design and Theory II                            | 4         |
| ARCH 213                | Architectural Design II                                       | 4         |
| ARCH 231                | Advanced Building Information Modeling (BIM)                  | 2         |
| ARCH 233                | Advanced 3D Modeling and Design                               | 2         |
| ENGL 102                | Intermediate Composition and Critical Thinking                | 4         |
| or ENGL 102H            | Intermediate Composition and Critical Thinking - Honors       |           |
| MATH 103                | Plane Trigonometry  | 4         |
| PHYSIC 151              | General Physics for the Life Sciences I                       | 4         |
| <b>Total Units</b>      |   | <b>48</b> |

| Code                       | Title   | Units |
|----------------------------|---|-------|
| <b>Recommended Courses</b> |   |       |
| ARCH 015                   | Survey of Design and Drafting Software Applications | 2     |
| ARCH 070                   | Portfolio Design                                    | 1     |
| COMMST 100                 | Elements of Public Speaking                         | 3     |
| or COMMST 10               | Elements of Public Speaking - Honors                |       |
| COMMST 125                 | Critical Thinking Through Argumentation and Debate  | 3     |
| MATH 108                   | Introduction to Probability and Statistics          | 4     |
| or MATH 151                | Precalculus   |       |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Express a general breadth of architectural and environmental knowledge using verbal, written and a variety of graphic techniques
- Apply design principles to the analysis or development of two and three dimensional design
- Present two and three dimensional design project solutions explaining their problem solving procedure utilizing a variety of verbal and graphic techniques
- Relate the impact of various influences to the development of architectural characteristics and styles
- Possess an awareness of relationships among allied fields

## Building Information and 3D Modeling Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in the fields of architecture; civil, structural, mechanical, electrical engineering, urban planning, interior design, landscape design, manufacturing, construction and related fields. Computer Aided Drafting, CAD, Rhino, Grasshopper, and REVIT are the primary tools used to produce and present documents in these fields. Students completing this certificate will most likely find employment with a licensed architect, registered structural engineer, mechanical engineer or for local, state or federal governmental agency or urban planning or municipal utility or home improvement and remodeling specialty business, construction management firm or field office.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ARCH 111                | Sketching and Design Visualization                   | 2         |
| ARCH 112                | Environmental Design                                 | 4         |
| ARCH 133                | Introduction to 3D Modeling and Design               | 2         |
| ARCH 233                | Advanced 3D Modeling and Design                      | 2         |
| ARCH 131                | Introduction to Building Information Modeling (BIM)  | 2         |
| ARCH 231                | Advanced Building Information Modeling (BIM)         | 2         |
| ARCH 146                | History of Architecture: Renaissance Through Modern  | 3         |
| or ARCH 146H            | Architecture History: Renaissance to Modern - Honors |           |
| <b>Total Units</b>      |  | <b>17</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Read and interpret blueprints, design documents, and project specifications to gain meaningful information
- Compare and contrast the conventional drawing types and views and explain the advantages of each
- Demonstrate the ability to mechanically construct a variety of basic drawings utilizing industry conventions of scale, scale, line, symbols, lettering and dimensioning techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing Building Information Management and modeling techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing three dimensional modeling and design techniques

## Building Information Management (BIM) Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in the fields of architecture; civil, structural, mechanical, electrical engineering, urban planning, interior design, landscape design, manufacturing, construction management and related fields. Computer Aided Drafting, CAD, and Building Information Management (BIM) are the primary tools used to produce and present documents in these fields. Students completing this certificate will most likely find employment with a licensed architect, registered structural engineer, mechanical engineer or for local, state or federal governmental agency or urban planning or municipal utility or home improvement and remodeling specialty business or field office of a construction management firm.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| ARCH 111                | Sketching and Design Visualization                  | 2         |
| ARCH 112                | Environmental Design                                | 4         |
| ARCH 130                | Computer-Aided Design (CAD) Drafting                | 2         |
| ARCH 131                | Introduction to Building Information Modeling (BIM) | 2         |
| ARCH 231                | Advanced Building Information Modeling (BIM)        | 2         |
| <b>Total Units</b>      |   | <b>12</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Read and interpret blueprints, design documents, and project specifications to gain meaningful information
- Compare and contrast the conventional drawing types and views and explain the advantages of each
- Demonstrate the ability to mechanically construct a variety of basic drawings utilizing industry conventions of scale, scale, line, symbols, lettering and dimensioning techniques
- Demonstrate the ability to mechanically construct a variety of drawings utilizing Building Information Management and modeling techniques

## Art

The study of art involves both an appreciation of the cultural heritage of art and the development of skills. Consequently, the Art Department offers courses in art history as well as studio courses in drawing, design, ceramics, painting, life drawing, computer graphics, graphic design, computer animation, web and multimedia design, digital photography, sculpture, and glassblowing. In addition to associate degrees in art and graphic design, the department offers two certificates in graphic design and web and multimedia design, designed for students seeking employment in the design, advertising, and entertainment fields. A baccalaureate degree in art qualifies students for employment in the fine arts, industry, and education. Students planning to transfer to a four-year institution and major in art should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Department Office: Art Gallery

Faculty Chair: Mandi Batalo (mbatalo@sbccd.edu), Ed.D.

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- Art Associate of Arts Degree (p. 99)
  - Graphic Design Associate of Arts Degree (p. 100)
  - Graphic Design Certificate of Achievement (p. 100)
  - Studio Arts Associate of Arts Transfer Degree (p. 101)
  - Web and Multimedia Design Certificate of Achievement (p. 101)

### ART 098 1-4 Units

#### Art Work Experience

**WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

#### Associate Degree Applicable

### ART 100 3 Units

#### Art History: The Stone Age to the Middle Ages

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

The course is a survey of western art from the Stone Age to the Middle Ages. The course provides an overview of the art and architecture of the following periods: the Stone Age, Ancient Near East, Egypt, the Aegean, the Greek and Roman Empires, the Etruscans, the Byzantine Empire, the Medieval periods in Europe, Romanesque, and Gothic.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**ART 102 3 Units****Art History: Renaissance to Present****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

The course is a survey of western art from the Renaissance through the 21st Century. Topics covered include 15th and 16th century Italian art; Renaissance and Baroque art; the Rococo movement; Romanticism; Realism; Impressionism; Cubism; Surrealism and other styles of the 19th, 20th, and 21st centuries.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTH 120**ART 102H 3 Units****Art History: Renaissance to Present - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

The course is a survey of western art from the Renaissance through the 21st Century. Topics covered include 15th and 16th century Italian art; Renaissance and Baroque art; the Rococo movement; Romanticism; Realism; Impressionism; Cubism; Surrealism and other styles of the 19th, 20th, and 21st centuries. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTH 120**ART 103 3 Units****Art Appreciation****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

The course is an introduction to two- and three-dimensional art from a multicultural perspective. Art in a historical and worldwide context, the function of art in society, art processes, and visual vocabulary are examined. Students will develop an increased appreciation of the differences and similarities among the styles, content, and expression of world art.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTH 100**ART 105 3 Units****History of Modern Art****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a survey of the major stylistic movements, ideologies, and artists that comprise the Modern period in art from the 19th century through the 20th century. Traditional art forms and newer media are discussed, especially in relation to technological, cultural, political, racial and social histories.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTH 150**ART 107 3 Units****Art History: Africa, Oceania and the Americas****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

The course provides a survey of art from Africa, Oceania and the Americas. This includes an examination of the religious and social factors influencing art, artifacts, and architecture.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTH 140**ART 108 3 Units****Art of Mexico and Mesoamerica****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

The course is a survey of Mexican and Mesoamerican art from Pre-Columbian times through the 21st century. Art will be evaluated and critiqued on historical content, subject matter, and aesthetics.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 120 3 Units****Two-Dimensional Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

The course is an introduction to basic principles, components, and terminology of two-dimensional design common in the visual arts. Course topics include the principles of design, elements of design, color theory, and an exploration of the creative process.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTS 100**ART 121 3 Units****Three-Dimensional Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ART 120 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a study in the elements and principles of three-dimensional design. The focus is on concepts and their application with regards to spatial relationships and composition. Experimentation is in natural and synthetic materials such as but not limited to paper, clay, wood, plaster, and metal.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTS 101

**ART 124A 3 Units****Beginning Drawing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

The course is a progressive study of form, space, and concept employing a wide range of subject matter and traditional drawing media. Instruction focuses on perceptually based drawing, observational abilities and creative responses to traditional drawing materials and subject matter. Topics include the theory and analysis of perspective in two- and three-dimensional composition such as the various means of representing three-dimensional forms in space through aerial and linear perspective.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTS 110**ART 124B 3 Units****Intermediate Drawing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 124A**Advisory:** ENGL 101 or ENGL 101H

This course is a review of essential concepts of drawing and the development of intermediate-level drawing skills. The focus of instruction will be on the development of an individual thematic approach to drawing and study of complex subject matter, advanced compositional concerns, advanced color theory, traditional and experimental drawing media and surfaces.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTS 205**ART 124C 3 Units****Advanced Drawing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 124B**Advisory:** ENGL 101 or ENGL 101H

This class focuses on how to develop an original body of drawings in various subjects, media and surfaces that reflects knowledge of advanced drawing techniques with a focus on preparing their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students personal style, portfolio development for upper division coursework, gallery preparation, presentation of finished artwork with appropriate matting and framing, and writing a formal artist statement.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 126A 3 Units****Beginning Painting****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

The course is a progressive study of the fundamentals of painting and painting materials including techniques of composition, color theory, brushwork, and technique, as well as creative responses to materials and subject matter. Topics include the appropriate use of traditional color theory with artistic brush application on prepared surfaces.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTS 210**ART 126B 3 Units****Intermediate Painting****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 126A**Advisory:** ENGL 101 or ENGL 101H

This course is a review of essential concepts and skills of painting and the development of intermediate-level painting skills. Development of original concepts for painting and the study of complex subject matter, advanced compositional concerns, using alternative and experimental surfaces and media.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 126C 3 Units****Advanced Painting****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 126B**Advisory:** ENGL 101 or ENGL 101H

This course will focus on the development of an original body of paintings in various subjects, media and surfaces that reflects the student's knowledge of advanced painting techniques with an emphasis on preparing their portfolio for upper division courses at the university and college level and display in the gallery environment.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 132A 3 Units****Beginning Life Drawing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

The course is an introduction to drawing the human figure and anatomy from observation using a wide variety of drawing media and techniques. Topics include an introduction to human anatomy, contour, proportions, gesture, 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. Drawings are based on a live nude model.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTS 200**ART 132B 3 Units****Intermediate Life Drawing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 132A**Advisory:** ENGL 101 or ENGL 101H

This course is a review of essential concepts of figure drawing and development of intermediate-level figure drawing skills with an emphasis on accurate analysis of anatomy, essential structure and further use of traditional and non-traditional drawing materials and surfaces. The student will develop a portfolio of completed figure drawings with an emphasis on the study of advanced compositional concerns. Drawings are based on a live nude model.

**Associate Degree Applicable****Transfers to both UC/CSU**



**ART 132C 3 Units****Advanced Life Drawing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 132B**Advisory:** ENGL 101 or ENGL 101H

This course is a continuation of Art 132B. In this class students will develop an original body of life drawings in various media and surfaces that reflect their knowledge of advanced life drawing techniques with a focus on preparing their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students personal style, portfolio development for upper division coursework, gallery preparation, presentation of finished artwork with appropriate matting and framing, and writing a formal artist statement. Drawings are based on a live nude model.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 145 3 Units****Fundamentals of Graphic Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course focuses on visual communication, the design process, and creative problem solving in a digital environment. Students explore the creative potential of computer technology and design software, and learn to design, analyze, discuss, and present work in a professional manner.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 148 3 Units****Beginning Computer Graphic Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to the fundamental concepts, practices and theories of digital art and design. Topics include the integration of design elements and principles, color theory, composition, typography, visual communication, professional design practices and the use of contemporary digital tools and industry-standard software.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ARTS 250**ART 149 3 Units****Intermediate Computer Graphic Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 148

This intermediate level course examines the role and application of computer graphics in visual communication, with an emphasis on more complex computer skills and design problems. Career goals are explored and students develop portfolios in digital and print formats.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 161 3 Units****Digital Photography****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This introductory course focuses on photography as a creative medium. Emphasis in the course is on aesthetics, composition, content, technical and creative skills required to make effective images using digital cameras and computer software. Students also critically evaluate photographic images according to the principles of photographic theory. Students will supply their own camera.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 175A 3 Units****Beginning Sculpture****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an 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.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 175B 3 Units****Intermediate Sculpture****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 175A**Advisory:** ENGL 101 or ENGL 101H

This course is the study of intermediate level sculpture techniques relating to three dimensional composition, spatial relationships, and imagery, with a focus on modeling techniques in clay and mixed media construction. A continued focus of attention to creative self-expression within both a historical and contemporary context is emphasized.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 175C 3 Units****Advanced Sculpture****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 175B**Advisory:** ENGL 101 or ENGL 101H

This course focuses on how to develop an original body of sculptural objects that reflects knowledge of advanced sculptural techniques. Students prepare their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students' personal style, portfolio development for upper division coursework, gallery preparation, and writing a formal artist statement.

**Associate Degree Applicable****Transfers to both UC/CSU**

**ART 180 3 Units****Beginning 3D Computer Animation****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ART 120 and ART 124A and ART 148

This course focuses on beginning techniques in 3D animation. Students are introduced to 3D design, rendering, key frame animation, and lighting.

**Associate Degree Applicable****Transfers to CSU only****ART 185 3 Units****Beginning Website Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 148

This course focuses on the elements of website production, including eXtensible HyperText Markup Language (XHTML) and Cascading Style Sheets (CSS). The course emphasizes preparing web content and designing website layouts in Adobe DreamWeaver. Practical and theoretical understanding of problems related to digital technologies are presented.

**Associate Degree Applicable****Transfers to CSU only****ART 186 3 Units****Interactive Web Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 185

This course focuses on designing and creating websites for multiple screen devices while highlighting the user experience. Emphasis is on design concepts, as well as an understanding of structure, web media impact and social media marketing.

**Associate Degree Applicable****Transfers to CSU only****ART 212A 3 Units****Beginning Ceramics****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an 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 examining historical, contemporary, and personal modes of expression across cultures.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 212B 3 Units****Intermediate Ceramics****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 212A**Advisory:** ENGL 101 or ENGL 101H

This course builds on and extends skills and abilities students gain from the introduction course. Emphasis is placed on projects that require students to collaborate and explore a wide variety of topics. Students will use methods and fabrication techniques that are focused on production and have commercial applications.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 212C 3 Units****Intermediate/Advanced Ceramics****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 212B**Advisory:** ENGL 101 or ENGL 101H

This course focuses on the science of ceramic art. Students will study, classify, and understand information/data related to the history and chemistry of clay and glazes. They will learn classic methods of compounding glazes by mathematical and chemical calculation; deducing facts and basic principles essential to glaze analysis of constituent materials. Under supervision students will experiment, assess and gain knowledge that applies to the maintenance, operation, and controlled results of firing kilns.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 212D 3 Units****Advanced Ceramics****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 212C**Advisory:** ENGL 101 or ENGL 101H

This course examines ideas, activities, and circumstances that lead to pre-professional ends with an emphasis on developing a personal style and artistic vision. Demonstrations of advanced levels with a focus on portfolio development along with studio operations will be explored. This course is designed for the advanced student who is motivated to pursue a professional path. A written analysis of a current ceramic exhibition is required.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 240A 3 Units****Beginning Glassblowing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a beginning study of glass working techniques, including designing and producing vessel and sculptural forms in hot glass. Emphasis is on exploration of color, hot applications, team work, repeatable forms, sandblasting, cold working/fabrications, and non-conventional methods.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 240B 3 Units****Intermediate Glassblowing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 240A**Advisory:** ENGL 101 or ENGL 101H

This course is an intermediate study of hot glass working techniques with an emphasis on developing and refining skills based on design and form. Demonstrations of intermediate techniques include team glassblowing, use of molds and repeatable forms, geared towards acquiring competence in studio management and production.

**Associate Degree Applicable****Transfers to both UC/CSU**

**ART 240C 3 Units****Intermediate/Advanced Glassblowing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 240B**Advisory:** ENGL 101 or ENGL 101H

This course is an intermediate/advanced study of glass working techniques with an emphasis on the exploration of color design. Demonstrations of advanced color techniques will include graal, encalmo, cone work (Filigrana, Zanfirico) and murrin.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 240D 3 Units****Advanced Glassblowing****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 240C**Advisory:** ENGL 101 or ENGL 101H

This course is an advanced study of glassblowing techniques. This class uses glass as an integral part of the artistic vision. Students will observe demonstrations and work both individually and within groups to develop a body of work. Emphasis is on exploration, personal narrative, both traditional and non-conventional glassblowing methods, installations, etc.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 270A 3 Units****Beginning Design in Glass****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a study of beginning glass-working techniques. Topics include producing functional, decorative, and sculptural forms in kiln-fired glass; composition in two dimensions using fusion/lamination of colored glass elements; and lampworked beads.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 270B 3 Units****Intermediate Design in Glass****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 270A**Advisory:** ENGL 101 or ENGL 101H

This course is a study of intermediate glass-working techniques. Topics include designing and producing increasingly complex projects, techniques in fused glass, kiln controls, forming lost wax molds, and increasing complex soldering and lampworking.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 270C 3 Units****Intermediate/Advanced Design in Glass****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 270B**Advisory:** ENGL 101 or ENGL 101H

This course is a study of intermediate/advanced glass-working techniques. Topics include designing and producing increasingly complex projects, using different compatible materials, experimental techniques, monitoring live slumping of glass and cold-working glass.

**Associate Degree Applicable****Transfers to both UC/CSU****ART 270D 3 Units****Advanced Design in Glass****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ART 270C**Advisory:** ENGL 101 or ENGL 101H

This course is a study of advanced glass-working techniques. Topics include advanced mold making, casting glass, communication of creative ideas, demonstration of critical thinking skills, establishing theme and applying appropriate finishing techniques.

**Associate Degree Applicable****Transfers to both UC/CSU**

## Art Associate of Arts Degree

To graduate with a specialization in Art, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units). The art courses chosen should reflect the individual student's interests.

| Code  | Title   | Units     |
|---|---|-----------|
| <b>Required Courses</b>                                 |   |           |
| ART 100   | Art History: The Stone Age to the Middle Ages | 3         |
| ART 120   | Two-Dimensional Design                        | 3         |
| ART 124A  | Beginning Drawing                             | 3         |
| ART 148   | Beginning Computer Graphic Design             | 3         |
| ART 161   | Digital Photography                           | 3         |
| ART 126A  | Beginning Painting                            | 3         |
| or ART 132A   | Beginning Life Drawing                        |           |
| <b>Select one of the following Art History courses:</b> |   | <b>3</b>  |
| ART 102   | Art History: Renaissance to Present           | 3         |
| or ART 102H   | Art History: Renaissance to Present - Honors  |           |
| ART 105   | History of Modern Art                         | 3         |
| ART 107   | Art History: Africa, Oceania and the Americas | 3         |
| ART 108   | Art of Mexico and Mesoamerica                 | 3         |
| <b>Select one of the following Design courses:</b>      |   | <b>3</b>  |
| ART 121   | Three-Dimensional Design                      | 3         |
| ART 175A  | Beginning Sculpture                           | 3         |
| ART 212A  | Beginning Ceramics                            | 3         |
| <b>Total Units</b>                                      |   | <b>24</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Will integrate drawing and design skills into their aesthetic sensibility
- Demonstrate an understanding of the evolution of art history

- Demonstrate skill in the use of basic tools, techniques, and processes to work from concept to finished product. This includes knowledge of basic materials and technical procedures in 2D and 3D media

## Graphic Design Associate of Arts Degree

To graduate with a specialization in Graphic Design, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total =60 units). The art courses chosen should reflect the individual student's interests.

| Code  | Title   | Units     |
|---|---|-----------|
| <b>Required Courses</b>                                 |   |           |
| ART 100   | Art History: The Stone Age to the Middle Ages | 3         |
| ART 120   | Two-Dimensional Design                        | 3         |
| ART 124A  | Beginning Drawing                             | 3         |
| ART 145   | Fundamentals of Graphic Design                | 3         |
| ART 148   | Beginning Computer Graphic Design             | 3         |
| ART 161   | Digital Photography                           | 3         |
| <b>Select one of the following Art History courses:</b> |   | <b>3</b>  |
| ART 102   | Art History: Renaissance to Present           | 3         |
| or ART 102H   | Art History: Renaissance to Present - Honors  |           |
| ART 105   | History of Modern Art                         | 3         |
| ART 107   | Art History: Africa, Oceania and the Americas | 3         |
| ART 108   | Art of Mexico and Mesoamerica                 | 3         |
| <b>Total Units</b>                                      |   | <b>21</b> |

| Code                       | Title                                | Units |
|----------------------------|--------------------------------------|-------|
| <b>Recommended Courses</b> |                                      |       |
| ART 121                    | Three-Dimensional Design             | 3     |
| ART 126A                   | Beginning Painting                   | 3     |
| ART 132A                   | Beginning Life Drawing               | 3     |
| ART 149                    | Intermediate Computer Graphic Design | 3     |
| ART 180                    | Beginning 3D Computer Animation      | 3     |
| ART 185                    | Beginning Website Design             | 3     |
| BUSAD 100                  | Introduction to Business             | 3     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Integrate drawing and design skills into their aesthetic sensibility
- Have an understanding of the evolution of art history
- Demonstrate knowledge and skills in the use of basic concepts, tools and techniques of digital media to produce art works concept to finished product

- Have the skills to understand and apply technical and design standards for print media
- Assemble a portfolio that demonstrates preparation for work as an entry-level production artist or graphic designer

## Graphic Design Certificate of Achievement

This certificate is designed to prepare students for entry-level work using a variety of print, electronic, and film media to create designs that meet clients' commercial needs.

| Code  | Title   | Units     |
|---|---|-----------|
| <b>Required Courses</b>                                 |   |           |
| ENGL 101  | Freshman Composition                          | 4         |
| or ENGL 101H  | Freshman Composition-Honors                   |           |
| ART 120   | Two-Dimensional Design                        | 3         |
| ART 145   | Fundamentals of Graphic Design                | 3         |
| ART 148   | Beginning Computer Graphic Design             | 3         |
| ART 149   | Intermediate Computer Graphic Design          | 3         |
| ART 161   | Digital Photography                           | 3         |
| ART 185   | Beginning Website Design                      | 3         |
| or BUSAD 100  | Introduction to Business                      |           |
| <b>Select one of the following Art History courses:</b> |   |           |
| ART 100   | Art History: The Stone Age to the Middle Ages | 3         |
| ART 102   | Art History: Renaissance to Present           | 3         |
| or ART 102H   | Art History: Renaissance to Present - Honors  |           |
| ART 105   | History of Modern Art                         | 3         |
| ART 107   | Art History: Africa, Oceania and the Americas | 3         |
| ART 108   | Art of Mexico and Mesoamerica                 | 3         |
| <b>Total Units</b>                                      |   | <b>25</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Integrate design skills into their aesthetic sensibility
- Have an understanding of the evolution of art history
- Demonstrate knowledge and skills in the use of basic concepts, tools and techniques of digital media to produce art works concept to finished product
- Have the skills to understand and apply technical and design standards for print media
- Assemble a portfolio that demonstrates preparation for work as an entry-level production artist or graphic designer

## Studio Arts Associate of Arts Transfer Degree

The Associate of Arts for Transfer (AA-T) in Studio Arts develops a well-rounded artist. Students who pursue this degree will have guaranteed admission to a California State University (CSU) campus upon successful completion of the specified program requirements. This degree provides students with transfer preparation and pre-professional training. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

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.

To earn a Studio Arts AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU-GE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Studio Arts should consult with a counselor regarding the transfer process and lower division requirements.

| Code  | Title   | Units |
|---|---|-------|
| <b>Required Courses (12 units)</b>            |   |       |
| ART 102<br>or ART 102H                        | Art History: Renaissance to Present           | 3     |
| ART 120                                       | Two-Dimensional Design                        | 3     |
| ART 121                                       | Three-Dimensional Design                      | 3     |
| ART 124A                                      | Beginning Drawing                             | 3     |
| <b>List A: Select one course (3 units)</b>    |   |       |
| ART 100                                       | Art History: The Stone Age to the Middle Ages | 3     |
| ART 105                                       | History of Modern Art                         | 3     |
| ART 107                                       | Art History: Africa, Oceania and the Americas | 3     |
| <b>List B: Select three courses (9 units)</b> |   |       |
| ART 132A<br>or ART 124B                       | Beginning Life Drawing                        | 3     |
| ART 126A                                      | Beginning Painting                            | 3     |
| ART 145                                       | Fundamentals of Graphic Design                | 3     |
| ART 161                                       | Digital Photography                           | 3     |
| ART 175A                                      | Beginning Sculpture                           | 3     |
| ART 180                                       | Beginning 3D Computer Animation               | 3     |
| ART 185                                       | Beginning Website Design                      | 3     |
| ART 212A                                      | Beginning Ceramics                            | 3     |
| ART 240A                                      | Beginning Glassblowing                        | 3     |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>24</b>    |
| <b>Total Units That May Be Double Counted</b>    |       | <b>6</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>3-5</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Articulate ideas utilizing art terminology for critical discussion
- Demonstrate proficient technical and creative skills with a variety of art materials
- Effectively develop concepts into physical form
- Describe and discuss art in its aesthetic, cultural and historical context

## Web and Multimedia Design Certificate of Achievement

This certificate is designed to prepare students for entry-level work in a variety of occupations related to web site design, development, creation, and maintenance.

| Code  | Title   | Units     |
|---|---|-----------|
| <b>Required Courses</b>                                 |   |           |
| ENGL 101<br>or ENGL 101H                                | Freshman Composition                          | 4         |
| ART 120   | Two-Dimensional Design                        | 3         |
| ART 148   | Beginning Computer Graphic Design             | 3         |
| ART 161   | Digital Photography                           | 3         |
| ART 185   | Beginning Website Design                      | 3         |
| ART 186   | Interactive Web Design                        | 3         |
| ART 180<br>or BUSAD 100                                 | Beginning 3D Computer Animation               | 3         |
| <b>Select one of the following Art History courses:</b> |   | <b>3</b>  |
| ART 100   | Art History: The Stone Age to the Middle Ages | 3         |
| ART 102<br>or ART 102H                                  | Art History: Renaissance to Present           | 3         |
| ART 105   | History of Modern Art                         | 3         |
| ART 107   | Art History: Africa, Oceania and the Americas | 3         |
| ART 108   | Art of Mexico and Mesoamerica                 | 3         |
| <b>Total Units</b>                                      |   | <b>25</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Integrate design skills into their aesthetic sensibility
- Have an understanding of the evolution of art history
- Demonstrate knowledge and skills in the use of basic concepts, tools and techniques of digital media to produce art works concept to finished product
- Demonstrate the knowledge and skill to apply technical standards in design, typography and animation on the web
- Assemble a portfolio that demonstrates preparation for work as an entry-level web designer

## Astronomy

Astronomy is the study of the vast universe around us. We start with the earth and sweep outward past the moon to the planets of the solar system and our sun, one of the billions of stars in our galaxy. On our journey through the universe, we explore an exciting realm populated by black holes, quasars, red giants, white dwarfs, and more. Astronomy is taught in a modern planetarium, which accurately simulates the nighttime sky, showing the positions and motions of the stars and planets. The real sky can be viewed through the sixteen-inch reflector telescope in the N. A. Richardson Astronomical Observatory. Students planning to transfer to a four-year institution and major in astronomy should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chair: Anna Tolstova (atolstov@sbccd.edu), M.S.

- 
- Astronomy Associate of Science Degree (p. 102)

### ASTRON 120 3 Units

#### Introduction to Astronomy

**Lecture:** 54 contact hours

**Advisory:** MATH 095 or MATH 096 and ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This is an introduction to astronomy, the ultimate adventure. Our very big universe can be described by a small set of knowable rules through a logical method called science, where the excitement of an evolving and sometimes violent universe of stars and galaxies is explored. Topics include the night sky, motions of the Sun, the Moon, and the planets, light, properties and life cycles of stars with a detailed look at our Sun, galaxies, and the origin of the universe.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ASTRON 125 1 Unit

#### Astronomy Laboratory

**Lab:** 54 contact hours

**Prerequisite/Corequisite:** ASTRON 120

This course is the companion course to ASTRON 120 Introduction to Astronomy. Laboratory work provides a hands-on enrichment and deeper understanding of topics discussed in the astronomy lecture. Topics include use of star maps, identification of constellations, determination of orbits, rotation rate, and mass of celestial objects using astronomical methods of observation and analysis. Students will also perform 3-D modeling of the solar system and constellations, study the nature of light, lenses and telescopes, make some direct observations with telescopes, and utilize astronomical software.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ASTRON 222 1-3 Units

#### Independent Study in Astronomy

**DIR:** 54 contact hours

**Prerequisite:** ASTRON 120

**Advisory:** ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Students with previous course work in Astronomy may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Astronomy. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable**

**Transfers to CSU only**

## Astronomy Associate of Science Degree

To graduate with a specialization in Astronomy, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ASTRON 120 & ASTRON 125 | Introduction to Astronomy and Astronomy Laboratory | 4         |
| MATH 250                | Single Variable Calculus I                         | 4         |
| MATH 251                | Single Variable Calculus II                        | 4         |
| MATH 252                | Multivariable Calculus                             | 5         |
| PHYSIC 202              | Physics I  | 4         |
| <b>Total Units</b>      |  | <b>21</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Define physics and astronomical concepts, including the major structures, events, and components that make up the Universe and led to the formation of our current celestial systems
- Identify how the various principles of physics and astronomy describe the properties of stars, planets, galaxies, and their motion
- Demonstrate standard laboratory techniques commonly acquired in lower-division coursework

## Automotive Collision and Repair

The Collision Department offers courses designed to provide the skills and knowledge required for immediate employment as well as for students with a personal interest in collision.

### Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Kenny Melancon (bmelancon@sbccd.edu), A.S.

- 
- Advanced Automotive Collision Repair and Refinishing Associate of Science Degree (p. 104)
  - Advanced Automotive Collision Repair and Refinishing Certificate of Achievement (p. 105)
  - Automotive Interiors Certificate of Achievement (p. 105)
  - Automotive Interiors Certificate of Completion (p. 105)
  - Basic Automotive Collision Repair and Refinishing Associate of Science Degree (p. 105)
  - Basic Automotive Collision Repair and Refinishing Certificate of Achievement (p. 106)
  - Street Rod Construction Certificate of Achievement (p. 106)
  - Street Rod Construction Certificate of Completion (p. 106)

#### ACR 020 6 Units

##### Non-Structural Body Repair

**Lecture:** 90 contact hours

**Lab:** 54 contact hours

This course covers theory and practical experience in automotive collision damage repair and shop safety with a focus on automotive construction, regulations, oxyacetylene and Metal Inert Gas (MIG) welding, surface preparation, basic spray painting, and detailing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B-3. (Formerly AUTO 020)

**Associate Degree Applicable**

#### ACR 022 6 Units

##### Non-Structural Collision Repair and Estimating

**Lecture:** 90 contact hours

**Lab:** 54 contact hours

This course covers theory and practical experience in automotive collision damage repair and shop safety with a focus on laws and regulations, refinishing techniques, Metal Inert Gas (MIG) welding and steering, suspension and vehicle alignment, damage analysis and estimating, and Hybrid and electric vehicle safety procedures. This course may be used in preparation for the Automotive Service Excellence (ASE) National B3 Test. (Formerly AUTO 022)

**Associate Degree Applicable**

#### ACR 024 6 Units

##### Structural Analysis and Damage Repair

**Lecture:** 90 contact hours

**Lab:** 54 contact hours

**Advisory:** ACR 020 or ACR 022

This course covers theory and practical experience in auto collision repair and shop safety, with a focus on Metal Inert Gas (MIG) welding, panel replacement, theory and practical experience in minor uni-body frame measuring and repair, basic hybrid body repair, and hybrid and electric vehicle safety procedures. This course may be used in preparation for the Automotive Service Excellence (ASE) National B4 Test. (Formerly AUTO 024)

**Associate Degree Applicable**

#### ACR 026 6 Units

##### Auto Collision Refinishing

**Lecture:** 90 contact hours

**Lab:** 54 contact hours

**Advisory:** ACR 020 or ACR 022

This course covers theory and practical experience in automotive collision repair and refinishing, shop safety practices, personal safety, and health protection as outlined by Environmental Protection Agency (EPA) and South Coast Air Quality Management District (SCAQMD). Topics include Sheet Molded Compound (SMC) panel replacement; heat reshaping plastic parts; electrical and electronic systems; single-, two-, and three-stage refinishing systems; spot repairing/blending; polishing; detailing; estimating; and custom painting. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B2. (Formerly AUTO 026)

**Associate Degree Applicable**

#### ACR 030 5 Units

##### Mechanical Technology for the Collision Specialist

**Lecture:** 72 contact hours

**Lab:** 54 contact hours

**Advisory:** ACR 020 or ACR 022

This course is an intense overview of the mechanical aspects of a vehicle as it pertains to Collision industry. Subjects covered are A/C, Electrical, SRS (Safety Restraint Systems), front end geometry and hybrid and electrical vehicle safety. (Formerly AUTO 030)

**Associate Degree Applicable**

#### ACR 620 Noncredit

##### Non-Structural Body Repair

**Lecture:** 90 contact hours

**Lab:** 54 contact hours

This noncredit course covers theory and practical experience in automotive collision damage repair and shop safety with a focus on automotive construction, regulations, oxyacetylene and Metal Inert Gas (MIG) welding, surface preparation, basic spray painting, and detailing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B-3. (Formerly AUTO 620)

#### AUTOIN 010 4 Units

##### Basic Auto Upholstery

**Lecture:** 36 contact hours

**Lab:** 108 contact hours

This course offers students basic theory and practical experience in creating custom automotive interiors. Safe work practices and the use of tools to develop, cut, sew and fit are emphasized.

**Associate Degree Applicable**

**AUTOIN 012 4 Units****Advanced Custom Auto Interiors****Lecture:** 36 contact hours**Lab:** 108 contact hours

This course offers advanced level instruction on theory and installation of custom and hot rod automotive interiors. Safe work practices and the use of tools to design, cut, sew and fit complex interiors are emphasized.

**Associate Degree Applicable****AUTOIN 610 Noncredit****Basic Auto Upholstery****Lecture:** 36 contact hours**Lab:** 108 contact hours

This noncredit course offers students basic theory and practical experience in creating custom automotive interiors. Safe work practices and the use of tools to develop, cut, sew and fit are emphasized.

**AUTOIN 612 Noncredit****Advanced Custom Auto Interiors****Lecture:** 36 contact hours**Lab:** 108 contact hours

This noncredit course offers advanced level instruction on theory and installation of custom and hot rod automotive interiors. Safe work practices and the use of tools to design, cut, sew and fit complex interiors are emphasized.

**AUTORS 010 4 Units****Basic Vehicle Restoration****Lecture:** 54 contact hours**Lab:** 54 contact hours**Advisory:** ACR 020 or ACR 022

The course includes basic vehicle restoration theory and practical experience as well as safe work practices, disassembly, cleaning, body repair, welding and assembly.

**Associate Degree Applicable****AUTORS 610 Noncredit****Basic Vehicle Restoration****Lecture:** 54 contact hours**Lab:** 54 contact hours

The noncredit course includes basic vehicle restoration theory and practical experience as well as safe work practices, disassembly, cleaning, body repair, welding and assembly.

**AUTOST 010 4 Units****Beginning Street Rod Construction****Lecture:** 54 contact hours**Lab:** 54 contact hours**Advisory:** ACR 020 or ACR 022

This course covers theory and practical experience in building a street rod vehicle. Topics include shop safety, design and construction of frame and chassis systems and components, body repair, paint preparation, refinishing, and welding.

**Associate Degree Applicable****AUTOST 610 Noncredit****Beginning Street Rod Construction****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course covers theory and practical experience in building a street rod vehicle. Topics include shop safety, design and construction of frame and chassis systems and components, body repair, paint preparation, refinishing, and welding.

# Advanced Automotive Collision Repair and Refinishing Associate of Science Degree

This degree is designed to prepare students for entry-level work as an auto collision repair technician and/or painter apprentice beyond the Basic Automotive Collision Repair and Refinishing Certificate. To graduate with a specialization in Advanced Automotive Collision Repair and Refinishing, students must complete the following courses plus the general breadth requirements for the associate of science degree (minimum total = 60 units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ACR 020                 | Non-Structural Body Repair                         | 6         |
| ACR 022                 | Non-Structural Collision Repair and Estimating     | 6         |
| ACR 024                 | Structural Analysis and Damage Repair              | 6         |
| ACR 026                 | Auto Collision Refinishing                         | 6         |
| ACR 030                 | Mechanical Technology for the Collision Specialist | 5         |
| AUTORS 010              | Basic Vehicle Restoration                          | 4         |
|                         | or AUTOST 010 Beginning Street Rod Construction    |           |
| <b>Total Units</b>      |  | <b>33</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Estimate damage and make an appraisal
- Assess damage sustained by each of the three sections of the vehicle
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural damage
- Identify and analyze types of damage to a vehicle
- Determine whether or not a vehicle is a total loss or a repairable vehicle
- Interpret computer-assisted and manually written estimates; verify the information is current



## Advanced Automotive Collision Repair and Refinishing Certificate of Achievement

This certificate is designed to prepare students for entry-level work as an auto collision repair technician and/or painter apprentice beyond the Basic Automotive Collision Repair and Refinishing Certificate and to prepare students for the Automotive Service Excellence (ASE) certification test.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ACR 020                 | Non-Structural Body Repair                         | 6         |
| ACR 022                 | Non-Structural Collision Repair and Estimating     | 6         |
| ACR 024                 | Structural Analysis and Damage Repair              | 6         |
| ACR 026                 | Auto Collision Refinishing                         | 6         |
| ACR 030                 | Mechanical Technology for the Collision Specialist | 5         |
| AUTORS 010              | Basic Vehicle Restoration                          | 4         |
|                         | or AUTOST 010 Beginning Street Rod Construction    |           |
| <b>Total Units</b>      |  | <b>33</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Repair doors, glasses, and leaks
- Diagnose and repair vehicle damage on full frame and unibody vehicles
- Perform multiple refinishing techniques
- Repair urethane plastics
- Measure and evaluate structural damage
- Estimate a damage vehicle and make an appraisal

## Automotive Interiors Certificate of Achievement

This certificate is designed to prepare students for entry-level work/employment as an auto interiors technician.

| Code                    | Title                             | Units     |
|-------------------------|-----------------------------------|-----------|
| <b>Required Courses</b> |                                   |           |
| ACR 020                 | Non-Structural Body Repair        | 6         |
| AUTOIN 010              | Basic Auto Upholstery             | 4         |
| AUTOIN 012              | Advanced Custom Auto Interiors    | 4         |
| AUTOST 010              | Beginning Street Rod Construction | 4         |
| <b>Total Units</b>      |                                   | <b>18</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify automotive interior component integrity
- Identify and utilize materials, tools and equipment essential to the automotive interior sector
- Dismantle, remove and install automotive interior components
- Restore automotive interior components

## Automotive Interiors Certificate of Completion

This noncredit certificate is designed to prepare students for entry-level work/employment as an auto interiors technician.

| Code                    | Title                             | Units          |
|-------------------------|-----------------------------------|----------------|
| <b>Required Courses</b> |                                   |                |
| ACR 620                 | Non-Structural Body Repair        | 0              |
| AUTOIN 610              | Basic Auto Upholstery             | 0              |
| AUTOIN 612              | Advanced Custom Auto Interiors    | 0              |
| AUTOST 610              | Beginning Street Rod Construction | 0              |
| <b>Total Hours</b>      |                                   | <b>480-540</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify automotive interior component integrity
- Identify and utilize materials, tools and equipment essential to the automotive interior sector
- Dismantle, remove and install automotive interior components
- Restore automotive interior components

## Basic Automotive Collision Repair and Refinishing Associate of Science Degree

This degree prepares students for entry-level work as an automotive collision repair technician, structural repair technician, or painter apprentice. Upon completion of this degree, students can work in areas, such as automotive dealerships, auto collision repair facilities, frame repair, or as a parts counter clerk. To graduate with a specialization in Basic Automotive Collision Repair and Refinishing, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ACR 020                 | Non-Structural Body Repair                     | 6         |
| ACR 022                 | Non-Structural Collision Repair and Estimating | 6         |
| ACR 024                 | Structural Analysis and Damage Repair          | 6         |
| ACR 026                 | Auto Collision Refinishing                     | 6         |
| <b>Total Units</b>      |  | <b>24</b> |

<sup>1</sup> ACR 020 may be waived through the Articulation 2+2 program with prior agreement with the auto collision and refinishing instructor.

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Recognize damage sustained by each of the three sections of the vehicle
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural damage
- Identify and analyze types of damage to a vehicle

## Basic Automotive Collision Repair and Refinishing Certificate of Achievement

This certificate is designed to prepare students for entry-level work as an auto collision repair and painter apprentice, or in related areas of an automotive dealership or shop, such as chassis, front end, or frame repair, and parts counter clerk.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ACR 020                 | Non-Structural Body Repair                     | 6         |
| ACR 022                 | Non-Structural Collision Repair and Estimating | 6         |
| ACR 024                 | Structural Analysis and Damage Repair          | 6         |
| ACR 026                 | Auto Collision Refinishing                     | 6         |
| <b>Total Units</b>      |  | <b>24</b> |

<sup>1</sup> ACR 020 may be waived through the Articulation 2+2+2 program with prior agreement with the auto collision and refinishing instructor.

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Recognize damage sustained by each of the three sections of the vehicle
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural damage
- Identify and analyze types of damage to a vehicle

## Street Rod Construction Certificate of Achievement

This certificate is designed to prepare students for entry level work as a street rod builder apprentice or related areas of the auto related industry.

| Code                    | Title                             | Units     |
|-------------------------|-----------------------------------|-----------|
| <b>Required Courses</b> |                                   |           |
| AUTOST 010              | Beginning Street Rod Construction | 4         |
| AUTORS 010              | Basic Vehicle Restoration         | 4         |
| ACR 020                 | Non-Structural Body Repair        | 6         |
| <b>Total Units</b>      |                                   | <b>14</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Estimate damage on a street rod and make a repair plan
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural and sheet metal damage
- Determine whether or not a vehicle is a total loss or a repairable vehicle
- Restore damaged sheet metal to original shape

## Street Rod Construction Certificate of Completion

This noncredit certificate is designed to prepare students for entry level work as a street rod builder apprentice or related areas of the auto related industry.

| Code                    | Title                             | Units          |
|-------------------------|-----------------------------------|----------------|
| <b>Required Courses</b> |                                   |                |
| AUTOST 610              | Beginning Street Rod Construction | 0              |
| AUTORS 610              | Basic Vehicle Restoration         | 0              |
| ACR 620                 | Non-Structural Body Repair        | 0              |
| <b>Total Hours</b>      |                                   | <b>352-396</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Estimate damage on a street rod and make a repair plan
- Use common resources to identify the damage sustained by the vehicle
- Measure and evaluate structural and sheet metal damage
- Determine whether or not a vehicle is a total loss or a repairable vehicle
- Restore damaged sheet metal to original shape

# Automotive Technology

The Automotive Technology Department offers courses designed to provide the skills and knowledge required for immediate employment as well as for students with a personal interest in automotive technology. The course of study in automotive technology may lead to an Associate of Science Degree or a vocational certificate.

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Kenny Melancon (bmelancon@sbccd.edu), A.S.

- 
- Automatic and Manual Transmission Associate of Science Degree (p. 109)
  - Automatic and Manual Transmission Certificate of Achievement (p. 110)
  - Automotive Clean Vehicle Technology Certificate of Achievement (p. 110)
  - Automotive Engine Performance Associate of Science Degree (p. 112)
  - Automotive Engine Performance Certificate of Achievement (p. 112)
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  - Automotive Technician Associate of Science Degree (p. 111)
  - Automotive Technician Certificate of Achievement (p. 111)
  - Automotive Wheel Alignment and Brakes Associate of Science Degree (p. 113)
  - Automotive Wheel Alignment and Brakes Certificate of Achievement (p. 114)

### AUTO 010 4 Units

#### Introduction to Hybrid and Electric Vehicle Technology

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

This course explores the use of hybrid and electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, AC/DC power transfer and battery technology, physics of battery storage and hybrid generation systems. Electric vehicle applications and their integrated systems from many manufacturers will be discussed.

**Associate Degree Applicable**

### AUTO 011 3 Units

#### Electric Vehicle (EV) and Alternative Fuels

**Lecture:** 54 contact hours

**Prerequisite:** AUTO 010 and AUTO 065

**Corequisite:** AUTO 011L

This course explores the use of electric vehicle, hydrogen fuel cell and electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, AC/DC power transfer and battery technology, physics of battery storage and hydrogen fuel systems. Electric and fuel cell vehicle applications and their integrated systems from many manufacturers will be discussed.

**Associate Degree Applicable**

### AUTO 011L 1 Unit

#### Electric Vehicle (EV) and Alternative Fuel - Laboratory

**Lab:** 54 contact hours

**Prerequisite/Corequisite:** AUTO 011

This laboratory course explores the use of electric vehicle, hydrogen fuel cell and electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, drivability, inverter, AC/DC power transfer and battery technology, physics of battery storage and hydrogen fuel systems. Electric and fuel cell vehicle applications and their integrated systems from many manufacturers will be discussed.

**Associate Degree Applicable**

### AUTO 050 3 Units

#### Automotive Brakes

**Lecture:** 54 contact hours

**Corequisite:** AUTO 050L

This course is designed for students and current technicians to gain knowledge and skills in automotive brake systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the brake system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test A-5.

**Associate Degree Applicable**

### AUTO 050L 1 Unit

#### Automotive Brakes - Laboratory

**Lab:** 54 contact hours

**Corequisite:** AUTO 050

This laboratory course is designed for students and current technicians to gain knowledge and skills in automotive brake systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the brake system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test A-5.

**Associate Degree Applicable**

### AUTO 052 3 Units

#### Automotive Suspension and Steering

**Lecture:** 54 contact hours

**Corequisite:** AUTO 052L

This course is designed for students and current technicians to gain knowledge and skills in automotive suspension and steering systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of suspension and steering systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable**

### AUTO 052L 1 Unit

#### Automotive Suspension and Steering - Laboratory

**Lab:** 54 contact hours

**Corequisite:** AUTO 052

This laboratory course is designed for students and current technicians to gain hands-on knowledge and skills in automotive suspension and steering systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of suspension and steering systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable**

**AUTO 056 4 Units****Automotive Heating and Air Conditioning****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course is an in-depth study of the design and operation of contemporary, domestic and import vehicle air conditioning/heating systems. Air conditioning and heating related parts will be disassembled, inspected and a determination made of the serviceability of existing parts. Emphasis is placed on problem diagnosis of and repair procedures for these systems. This course also offers an introduction to Automatic A/C and Comfort Control Systems, and recovery and recycling of refrigerants.

**Associate Degree Applicable****AUTO 062 4 Units****Engine Performance****Lecture:** 72 contact hours**Corequisite:** AUTO 062L

This course provides an in-depth study of the design and operation of domestic and import ignition and fuel systems, emissions systems, as well as Hybrid and electric vehicle safety procedures. Major areas of study include electronic, and computer control ignition and fuel injection systems. Emphasis is placed on the correct diagnosis of and repair procedures for these systems. This course covers the diagnosis and repair/replacement of major components: all sensors, injectors, fuel pumps, and interpretation of computer related malfunctions. The use of current diagnostic test equipment used in today's industry and strategies necessary to determine needed repairs are covered.

**Associate Degree Applicable****AUTO 062L 2 Units****Engine Performance - Laboratory****Lab:** 108 contact hours**Prerequisite/Corequisite:** AUTO 062

This laboratory course provides an in-depth study of the design and operation of domestic and import ignition and fuel systems, emissions systems, as well as Hybrid and electric vehicle safety procedures. Major areas of study include electronic, and computer control ignition and fuel injection systems. Emphasis is placed on the correct diagnosis of and repair procedures for these systems. This course covers the diagnosis and repair/replacement of major components: all sensors, injectors, fuel pumps, and interpretation of computer related malfunctions. The use of current diagnostic test equipment used in today's industry and strategies necessary to determine needed repairs are covered.

**Associate Degree Applicable****AUTO 064 4 Units****Auto/Truck Electrical Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course covers basic electrical theory, use of meters, test equipment, wiring diagrams, diagnosis and repair/replacement of major electrical components of automobiles and trucks. Emphasis is placed on diagnosis of starting systems, charging systems, and electrical circuits such as lights and batteries. (This course is also offered as HMDT 064)

**Associate Degree Applicable****AUTO 065 5 Units****Electrical Systems Diagnosis and Repair****Lecture:** 72 contact hours**Lab:** 54 contact hours

This course provides students with the knowledge necessary to diagnose and repair automotive electrical malfunctions. Topics include lighting systems, electrical instruments and accessories, electrical door components, air bags, wiring diagrams, and alarm systems. Emphasis is placed on problem diagnosis of and repair procedures for these systems.

**Associate Degree Applicable****AUTO 075 3 Units****Automatic Transmissions and Transaxles****Lecture:** 54 contact hours**Corequisite:** AUTO 075L

This course is designed for students and current technicians to gain knowledge and skills in automotive transmissions and transaxle systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on operation, inspection, diagnosis, and servicing of the transmissions and transaxles system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable****AUTO 075L 1 Unit****Automatic Transmissions and Transaxles - Laboratory****Lab:** 54 contact hours**Corequisite:** AUTO 075

This laboratory course is designed for students and current technicians to gain knowledge and skills in automotive transmission and transaxle systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on operation, inspection, diagnosis, and servicing of the transmission and transaxle systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable****AUTO 076 4 Units****Automatic Transaxles Front Wheel Drive****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course covers theory and practical work on front wheel drive automatic transaxles in automobile applications. The course offers training to prepare for the Automotive Service Excellence (ASE) A2 certification test.

**Associate Degree Applicable****AUTO 077 3 Units****Manual Transmissions and Transaxles****Lecture:** 54 contact hours**Corequisite:** AUTO 077L

This course is designed for students and current technicians to gain knowledge and skills in automotive manual transmissions and differential systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the manual transmission and differential systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable**

**AUTO 077L 1 Unit****Manual Transmissions and Transaxles - Laboratory****Lab:** 54 contact hours**Corequisite:** AUTO 077

This course is designed for students and current technicians to gain knowledge and skills in automotive manual transmission and differential systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the manual transmission and differential systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable****AUTO 084 3 Units****General Automotive Technology****Lecture:** 54 contact hours**Corequisite:** AUTO 084L

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable****AUTO 084L 1 Unit****General Automotive Technology - Laboratory****Lab:** 54 contact hours**Corequisite:** AUTO 084

This laboratory course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on identification, inspection, diagnosis, and servicing of the automotive systems.

**Associate Degree Applicable****AUTO 085L 2 Units****Auto Shop Practices****Lab:** 108 contact hours

This course is designed for students and current technicians to gain knowledge and skills in automotive systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the automotive systems. This course provides the student with additional work experience and gives them the opportunity to complete unfinished task from other automotive mechanical courses.

**Associate Degree Applicable****AUTO 090 3 Units****Engine Repair****Lecture:** 54 contact hours**Corequisite:** AUTO 090L

This course is designed for students and current technicians to gain knowledge and skills in automotive engine repair system. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on operation, inspection, diagnosis, and servicing of the engine repair system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable****AUTO 090L 3 Units****Engine Repair - Laboratory****Lab:** 162 contact hours**Corequisite:** AUTO 090

This laboratory course is designed for students and current technicians to gain knowledge and skills in automotive engine repair systems. This course covers the safety procedures, ethics, and diversity in the automotive industry while focusing on inspection, diagnosis, and servicing of the engine repair system. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable****AUTO 098 1-4 Units****Automotive Technology Work Experience Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

## Automatic and Manual Transmission Associate of Science Degree

This degree prepares students to gain entry-level employment in maintenance and repair of automotive and hybrid vehicle transmissions. Transmission technicians work with some of the most advanced technology in the auto service industry, including computer command control on electronic gear trains, couplings, hydraulic pumps and other transmission components. To graduate with a specialization in Automatic and Manual Transmissions, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                      | Title  | Units     |
|---------------------------|--|-----------|
| <b>Required Courses</b>   |  |           |
| AUTO 064                  | Auto/Truck Electrical Systems                        | 4         |
| or HMDT 064               | Auto/Truck Electrical Systems                        |           |
| AUTO 075                  | Automatic Transmissions and Transaxles               | 3         |
| AUTO 075L                 | Automotive Transmissions and Transaxles - Laboratory | 1         |
| AUTO 077                  | Manual Transmissions and Transaxles                  | 3         |
| AUTO 077L                 | Manual Transmissions and Transaxles - Laboratory     | 1         |
| AUTO 084                  | General Automotive Technology                        | 3         |
| AUTO 084L                 | General Automotive Technology - Laboratory           | 1         |
| AUTO 090                  | Engine Repair  | 3         |
| AUTO 090L                 | Engine Repair - Laboratory                           | 3         |
| <b>Total Units</b>        |  | <b>22</b> |
| <b>Recommended Course</b> |  |           |
| AUTO 085L                 | Auto Shop Practices                                  | 2         |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive tools
- Summarize the theory and concepts of automotive powertrain and electrical systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used in automotive powertrain and electrical systems
- Perform the service and repairs of automotive powertrain and electrical systems

# Automatic and Manual Transmission Certificate of Achievement

This certificate prepares students to gain entry-level employment in maintenance and repair of automotive and hybrid vehicle transmissions. Transmission technicians work with some of the most advanced technology in the auto service industry, including computer command control on electronic gear trains, couplings, hydraulic pumps and other transmission components.

| Code  | Title  | Units        |
|---|--|--------------|
| <b>Required Courses</b>   |  |              |
| AUTO 064<br>or HMDT 064   | Auto/Truck Electrical Systems                        | 4            |
| AUTO 075  | Automatic Transmissions and Transaxles               | 3            |
| AUTO 075L   | Automotive Transmissions and Transaxles - Laboratory | 1            |
| AUTO 077  | Manual Transmissions and Transaxles                  | 3            |
| AUTO 077L   | Manual Transmissions and Transaxles - Laboratory     | 1            |
| AUTO 084  | General Automotive Technology                        | 3            |
| AUTO 084L   | General Automotive Technology - Laboratory           | 1            |
| AUTO 090  | Engine Repair  | 3            |
| AUTO 090L   | Engine Repair - Laboratory                           | 3            |
| <b>Students must complete one of the following or assess into MATH 096 or higher.</b> |  | <b>3-4</b>   |
| MATH 962  | Arithmetic and Prealgebra                            | 5            |
| TECALC 087  | Technical Calculations                               | 4            |
| <b>Total Units</b>  |  | <b>22-27</b> |

| Code                      | Title               | Units |
|---------------------------|---------------------|-------|
| <b>Recommended Course</b> |                     |       |
| AUTO 085L                 | Auto Shop Practices | 2     |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

**This is a Gainful Employment Program**

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive tools
- Summarize the theory and concepts of automotive powertrain and electrical systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used in automotive powertrain and electrical systems
- Perform the service and repairs of automotive powertrain and electrical systems

# Automotive Clean Vehicle Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of alternative fuel and electric vehicle technology as it applies to the automotive industry. The curriculum prepares students for entry-level positions in alternative fuel/hybrid/electric vehicle maintenance, service and repair. Including alternative fuel and electric power technology.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| AUTO 010                | Introduction to Hybrid and Electric Vehicle Technology  | 4         |
| AUTO 011                | Electric Vehicle (EV) and Alternative Fuels             | 3         |
| AUTO 011L               | Electric Vehicle (EV) and Alternative Fuel - Laboratory | 1         |
| AUTO 064<br>or HMDT 064 | Auto/Truck Electrical Systems                           | 4         |
| AUTO 065                | Electrical Systems Diagnosis and Repair                 | 5         |
| <b>Total Units</b>      |   | <b>17</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

**This is a Gainful Employment Program**

Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose and make minor repairs to 12 volt starting and charging systems using schematics, as-well-as demonstrate safety precautions used on electric, hybrid, and hydrogen fuel cell vehicles
- Demonstrate appropriate personal and shop safety procedures needed to safely work with high voltage and hydrogen fuel systems
- Evaluate system conditions by entering self-diagnostic mode of a given system, correctly interpret diagnostic trouble codes, and diagnose electronic control system faults using appropriate procedures and strategies
- Perform basic maintenance, diagnostic and repair related to electric, hybrid and hydrogen fuel cell vehicles

## Automotive Technician Associate of Science Degree

The Automotive Technology curriculum is designed to concentrate on technically related courses in the repair of today's high-tech computerized automobile. Upon completion of the program, the degree holder will be able to seek employment as an entry level automobile repair technician in a dealership or the aftermarket service area, and can move into advanced automotive opportunities such as service advising and manufacturer corporate positions. The program is part of the National Automotive Technician Education Foundation (NATEF) division of Automotive Service Excellence (ASE) certified.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| AUTO 050                | Automotive Brakes                                    | 3         |
| AUTO 050L               | Automotive Brakes - Laboratory                       | 1         |
| AUTO 052                | Automotive Suspension and Steering                   | 3         |
| AUTO 052L               | Automotive Suspension and Steering - Laboratory      | 1         |
| AUTO 056                | Automotive Heating and Air Conditioning              | 4         |
| AUTO 062                | Engine Performance                                   | 4         |
| AUTO 062L               | Engine Performance - Laboratory                      | 2         |
| AUTO 064                | Auto/Truck Electrical Systems                        | 4         |
| or HMDT 064             | Auto/Truck Electrical Systems                        |           |
| AUTO 065                | Electrical Systems Diagnosis and Repair              | 5         |
| AUTO 075                | Automatic Transmissions and Transaxles               | 3         |
| AUTO 075L               | Automotive Transmissions and Transaxles - Laboratory | 1         |
| AUTO 077                | Manual Transmissions and Transaxles                  | 3         |
| AUTO 077L               | Manual Transmissions and Transaxles - Laboratory     | 1         |
| AUTO 084                | General Automotive Technology                        | 3         |
| AUTO 084L               | General Automotive Technology - Laboratory           | 1         |
| AUTO 085L               | Auto Shop Practices                                  | 2         |
| AUTO 090                | Engine Repair  | 3         |
| AUTO 090L               | Engine Repair - Laboratory                           | 3         |
| <b>Total Units</b>      |  | <b>47</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive system tools
- Summarize the theory and concepts of the automotive systems
- Demonstrate and practice auto shop safety

- Apply the proper use of hand tools used on the automotive systems
- Perform the service and repair of automotive systems

## Automotive Technician Certificate of Achievement

This certificate is designed to prepare students for entry-level work as automotive technicians working in areas such as general automotive and hybrid repair and service.

| Code  | Title  | Units        |
|---|--|--------------|
| <b>Required Courses</b>   |  |              |
| AUTO 050  | Automotive Brakes                                    | 3            |
| AUTO 050L   | Automotive Brakes - Laboratory                       | 1            |
| AUTO 052  | Automotive Suspension and Steering                   | 3            |
| AUTO 052L   | Automotive Suspension and Steering - Laboratory      | 1            |
| AUTO 056  | Automotive Heating and Air Conditioning              | 4            |
| AUTO 062  | Engine Performance                                   | 4            |
| AUTO 062L   | Engine Performance - Laboratory                      | 2            |
| AUTO 064  | Auto/Truck Electrical Systems                        | 4            |
| or HMDT 064   | Auto/Truck Electrical Systems                        |              |
| AUTO 065  | Electrical Systems Diagnosis and Repair              | 5            |
| AUTO 075  | Automatic Transmissions and Transaxles               | 3            |
| AUTO 075L   | Automotive Transmissions and Transaxles - Laboratory | 1            |
| AUTO 077  | Manual Transmissions and Transaxles                  | 3            |
| AUTO 077L   | Manual Transmissions and Transaxles - Laboratory     | 1            |
| AUTO 084  | General Automotive Technology                        | 3            |
| AUTO 084L   | General Automotive Technology - Laboratory           | 1            |
| AUTO 085L   | Auto Shop Practices                                  | 2            |
| AUTO 090  | Engine Repair  | 3            |
| AUTO 090L   | Engine Repair - Laboratory                           | 3            |
| <b>Students must complete one of the following or assess into MATH 096 or higher:</b> |  |              |
| MATH 962  | Arithmetic and Prealgebra                            | 5            |
| TECALC 087  | Technical Calculations                               | 4            |
| <b>Total Units</b>  |  | <b>47-52</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive system tools
- Summarize the theory and concepts of the automotive systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used on the automotive systems
- Perform the service and repair of automotive systems

## Automotive Engine Performance Associate of Science Degree

This degree is designed to prepare students for entry-level work as an engine performance specialist, diagnostic technician, or a state certified Smog check and repair technician. Students will become familiar with computer systems, hybrid and electrical systems, basic engine diagnosis, emissions repair, and the Smog certification test. To graduate with a specialization in Engine Performance, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| AUTO 010                | Introduction to Hybrid and Electric Vehicle Technology  | 4         |
| AUTO 011                | Electric Vehicle (EV) and Alternative Fuels             | 3         |
| AUTO 011L               | Electric Vehicle (EV) and Alternative Fuel - Laboratory | 1         |
| AUTO 062                | Engine Performance                                      | 4         |
| AUTO 062L               | Engine Performance - Laboratory                         | 2         |
| AUTO 064                | Auto/Truck Electrical Systems                           | 4         |
| or HMDT 064             | Auto/Truck Electrical Systems                           |           |
| <b>Total Units</b>      |   | <b>18</b> |

| Code                      | Title               | Units |
|---------------------------|---------------------|-------|
| <b>Recommended Course</b> |                     |       |
| AUTO 085L                 | Auto Shop Practices | 2     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Interpret automotive service manuals
- Write accurate repair orders, requests, reports and estimates
- Diagnose and repair engine performance systems
- Diagnose and repair automotive electrical systems
- Diagnose and repair emission systems
- Diagnose and repair ignition systems
- Diagnose and repair fuel systems
- Prepare students for A.S.E. tests A-6; A-8 and L-1
- Perform basic maintenance related to hybrid and electric vehicles

## Automotive Engine Performance Certificate of Achievement

This certificate is designed to prepare students for entry level work as an engine performance specialist, diagnostic technician, or a state certified Smog check and repair technician. Students will become familiar with computer systems, hybrid and electrical systems, basic engine diagnosis, emissions repair, and the Smog certification test.

| Code  | Title   | Units        |
|---|---|--------------|
| <b>Required Courses</b>   |   |              |
| AUTO 010  | Introduction to Hybrid and Electric Vehicle Technology  | 4            |
| AUTO 011  | Electric Vehicle (EV) and Alternative Fuels             | 3            |
| AUTO 011L   | Electric Vehicle (EV) and Alternative Fuel - Laboratory | 1            |
| AUTO 062  | Engine Performance                                      | 4            |
| AUTO 062L   | Engine Performance - Laboratory                         | 2            |
| AUTO 064  | Auto/Truck Electrical Systems                           | 4            |
| or HMDT 064   | Auto/Truck Electrical Systems                           |              |
| <b>Students must complete one of the following or assess into MATH 096 or higher:</b> |   |              |
| MATH 962  | Arithmetic and Prealgebra                               | 5            |
| TECALC 087  | Technical Calculations                                  | 4            |
| <b>Total Units</b>  |   | <b>18-23</b> |

| Code                      | Title               | Units |
|---------------------------|---------------------|-------|
| <b>Recommended Course</b> |                     |       |
| AUTO 085L                 | Auto Shop Practices | 2     |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose and repair engine performance related repairs to automobiles
- Diagnose and repair automotive electrical systems
- Diagnose and repair emission systems
- Diagnose and repair ignition systems
- Diagnose and repair fuel systems
- Prepare students for A.S.E. tests A-6; A-8 and L-1
- Perform basic maintenance related to hybrid and electric vehicles



## Automotive Preventative Maintenance Technician Certificate of Achievement

This certificate is designed to prepare students for employment as technicians performing entry-level preventative maintenance and minor repairs. Typical duties include new car preparation, vehicle inspections and assisting master technicians.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| AUTO 050                | Automotive Brakes                               | 3         |
| AUTO 050L               | Automotive Brakes - Laboratory                  | 1         |
| AUTO 052                | Automotive Suspension and Steering              | 3         |
| AUTO 052L               | Automotive Suspension and Steering - Laboratory | 1         |
| AUTO 064                | Auto/Truck Electrical Systems                   | 4         |
| or HMDT 064             | Auto/Truck Electrical Systems                   |           |
| AUTO 084                | General Automotive Technology                   | 3         |
| AUTO 084L               | General Automotive Technology - Laboratory      | 1         |
| <b>Total Units</b>      |   | <b>16</b> |

| Code                      | Title               | Units |
|---------------------------|---------------------|-------|
| <b>Recommended Course</b> |                     |       |
| AUTO 085L                 | Auto Shop Practices | 2     |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Identify auto shop safety practices
- Explain the utilization of automotive preventative maintenance service and repair tools including brake, suspension, and electrical systems
- Summarize the theory and concepts of automotive preventive maintenance service repair including, brake, suspension, and electrical systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used in automotive preventive maintenance service and repair systems including, brake, suspension, and electrical systems
- Perform the preventive maintenance service and repairs of automotive systems including, brake, suspension, and electrical systems

## Automotive Wheel Alignment and Brakes Associate of Science Degree

The degree prepares students for entry-level work in front wheel and four-wheel alignment and brake repair. The technician can move into advanced automotive opportunities such as service advising and manufacturer corporate positions. To graduate with a specialization in Wheel Alignment and Brakes, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| AUTO 050                | Automotive Brakes                               | 3         |
| AUTO 050L               | Automotive Brakes - Laboratory                  | 1         |
| AUTO 052                | Automotive Suspension and Steering              | 3         |
| AUTO 052L               | Automotive Suspension and Steering - Laboratory | 1         |
| AUTO 064                | Auto/Truck Electrical Systems                   | 4         |
| or HMDT 064             | Auto/Truck Electrical Systems                   |           |
| AUTO 084                | General Automotive Technology                   | 3         |
| AUTO 084L               | General Automotive Technology - Laboratory      | 1         |
| AUTO 085L               | Auto Shop Practices                             | 2         |
| <b>Total Units</b>      |   | <b>18</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Identify auto shop safety practices
- Explain the utilization of automotive brake, suspension, electrical, and preventative maintenance systems tools
- Summarize the theory and concepts of the automotive brake, suspension, electrical and preventive maintenance systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used on the automotive brake, suspension, electrical and preventive maintenance systems
- Perform the service and repair of automotive brake, suspension, electrical and preventative maintenance systems

## Automotive Wheel Alignment and Brakes Certificate of Achievement

This certificate is designed to prepare students for entry-level work as an automotive technician working in the area of wheel alignment and brake repair.

| Code  | Title   | Units        |
|---|---|--------------|
| <b>Required Courses</b>   |   |              |
| AUTO 050  | Automotive Brakes                               | 3            |
| AUTO 050L   | Automotive Brakes - Laboratory                  | 1            |
| AUTO 052  | Automotive Suspension and Steering              | 3            |
| AUTO 052L   | Automotive Suspension and Steering - Laboratory | 1            |
| AUTO 064  | Auto/Truck Electrical Systems                   | 4            |
| or HMDT 064   | Auto/Truck Electrical Systems                   |              |
| AUTO 084  | General Automotive Technology                   | 3            |
| AUTO 084L   | General Automotive Technology - Laboratory      | 1            |
| AUTO 085L   | Auto Shop Practices                             | 2            |
| <b>Students must complete one of the following or assess into MATH 096 or higher.</b> |   |              |
| MATH 962  | Arithmetic and Prealgebra                       | 5            |
| TECALC 087  | Technical Calculations                          | 4            |
| <b>Total Units</b>  |   | <b>18-23</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify auto shop safety practices
- Explain the utilization of automotive brake, suspension, electrical, and preventative maintenance systems tools
- Summarize the theory and concepts of the automotive brake, suspension, electrical and preventive maintenance systems
- Demonstrate and practice auto shop safety
- Apply the proper use of hand tools used on the automotive brake, suspension, electrical and preventive maintenance systems
- Perform the service and repair of automotive brake, suspension, electrical and preventative maintenance systems

## Biology

The courses offered in the Biology Department are designed to meet the demands of allied health majors, science majors, and non-science majors.

For non-majors, the department's goal is to educate students so they can make informed choices about key socio-biological issues while having the options to take courses with or without a laboratory.

For majors and allied health, the courses provide a strong background in the biological sciences for students transferring to four-year institutions who are interested in careers such as teaching, research, environmental science, or allied health.

Students planning to transfer to a four-year institution in Biology or a related field should consult a counselor at the earliest.

### Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chairs: Tatiana Vasquez (tvasquez@sbccd.edu), M.S.

### Science Courses for Biology Majors

Students may be eligible to enroll in introductory courses depending on their results of the SBVC assessment process. Contact a Counselor to plan your transfer to a University and to discuss graduation requirements towards an AS-T or AS Biology degree. Counselors experienced with STEM fields are available in the Physical Sciences (PS) Building. Consult the Science Division or visit the Biology Department website for more information.

| Code             | Title   | Units |
|------------------|---|-------|
| <b>Chemistry</b> |   |       |
| CHEM 101         | Introductory Chemistry                            | 4-5   |
| or CHEM 105      | Introduction to General, Organic And Biochemistry |       |
| CHEM 150         | General Chemistry I                               | 5     |
| CHEM 151         | General Chemistry II                              | 5     |

Note: CHEM 150 must be taken concurrently or previously before entering into BIOL 205.

| Code           | Title                      | Units |
|----------------|----------------------------|-------|
| <b>Biology</b> |                            |       |
| BIOL 205       | Cell and Molecular Biology | 4     |
| BIOL 206       | Organismal Biology         | 4     |
| BIOL 207       | Evolutionary Ecology       | 4     |

Note: BIOL 206 and BIOL 207 may be taken out of sequence as long as BIOL 205 was taken with a passing grade. BIOL 207 is only offered in the Spring semester.

| Code           | Title                                    | Units |
|----------------|--|-------|
| <b>Physics</b> |  |       |
| PHYSIC 151     | General Physics for the Life Sciences I  | 4     |
| PHYSIC 152     | General Physics for the Life Sciences II | 4     |

Note: PHYSIC 202 and PHYSIC 203 may be taken in lieu of PHYSIC 151 and PHYSIC 152. Consult a counselor to identify transfer programs requiring the 200 series.

**To waive CHEM 101, students must:**

- Complete credit-by-examination form along with other College policies and conditions provided by the Admissions and Records Office (AD/SS 100) and the Science Division (PS 148).
- Complete and pass a Chemistry examination.

**Consult a STEM Counselor for additional information:** <http://www.sbvstem.org/stem-counseling.php>

- Biology Associate of Science Degree (p. 117)
- Biology Associate of Science Transfer Degree (p. 118)

*Note: The Biology Associate of Science Transfer Degree is intended for students who wish to transfer to a CSU.*

**BIOL 100 4 Units****General Biology**

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Advisory:** ENGL 101 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This is an introductory course for non-majors emphasizing the scientific method in investigating the origins, physiology, ecological roles, and comparative characteristics of living organisms.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**BIOL 102 3 Units****Human Biology**

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This is an introductory course that introduces biological principles with an emphasis on the human body. Topics include cell biology, histology, major body systems, genetics and heredity, human interaction with the environment, and major human diseases.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**BIOL 104 3 Units****Human Ecology**

**Lecture:** 54 contact hours

**Advisory:** Eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

The course presents the ecological consequences of human resource use and population growth. Emphasis is placed on earth's life support systems and current environmental problems threatening human health and species survival.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**BIOL 109 4 Units****History of Life**

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Advisory:** ENGL 101 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This is an introductory course exploring the history of life on earth. The role of natural selection and evidence from geology, biogeography, and paleontology will be combined with fossils and recent organisms to interpret the clues of life's history on earth.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**BIOL 109H 4 Units****History of Life - Honors**

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Advisory:** ENGL 101 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This is an introductory course exploring the history of life on earth. The role of natural selection and evidence from geology, biogeography, and paleontology will be combined with fossils and recent organisms to interpret the clues of life's history on earth. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**BIOL 140 2 Units****Biology of Sexually Transmitted Diseases**

**Lecture:** 36 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is an examination of the social, economic, psychological, medical and legal issues surrounding sexually transmitted diseases. The topics include the pathogenesis, diagnosis and treatment of prominent sexually transmitted diseases including the impact of current biotechnology on vaccine development, treatment and diagnostics. The historical and changing attitudes and measures toward the control of sexually transmitted diseases will be reviewed.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**BIOL 141 3 Units****Genetics**

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is a general introduction to the fundamentals of human heredity. Topics include patterns of inheritance, the structure of DNA and its function, the role mutations play in genetic diseases and cancer, the interaction between genes and the environment, and recent advances in biotechnology and its impact on society.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**BIOL 155 4 Units****Introductory Anatomy and Physiology**

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 096 or eligibility for MATH 095 as determined by the SBVC assessment process.

This course is a one-semester introduction to human anatomy and physiology. The course is intended to meet the prerequisite for students entering the Psychiatric Technician program or other professional programs that accept a lecture/lab course in human anatomy and physiology.

**Associate Degree Applicable**

**Transfers to CSU only**

**BIOL 205 4 Units****Cell and Molecular Biology****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite/Corequisite:** CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.

This course is an introduction to cellular and molecular aspects of biology emphasizing principles of scientific process, evolution by natural selection, prokaryotic and eukaryotic cell structure and function, classic and modern genetics, and concepts that integrate cellular with organismal activities. Experimental design concepts and application are emphasized in the laboratory. This is the first semester of three introductory biology courses for the pre-professional, biology major, or others interested in an in-depth study of biology.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BIOL 190/135S**BIOL 206 4 Units****Organismal Biology****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** BIOL 205 and CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.**Advisory:** ENGL 101 or ENGL 101H or eligibility for ENGL 102 or ENGL 102H as determined by the SBVC assessment process.

This course is an introduction to the diversity of organisms, their structure, function, and adaptations to the environment. The course requires participation in field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** B 140/130S/135S**BIOL 207 4 Units****Evolutionary Ecology****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** BIOL 205 and CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.**Advisory:** ENGL 101 or ENGL 101H or eligibility for ENGL 102 or ENGL 102H as determined by the SBVC assessment process.

This course is an introduction to the principles of evolution and the ecological processes governing organisms and populations. The course is intended for the pre-professional or biology major. The course requires participation in and completion of a field project and participation in weekend field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BIOL 130S/135S**BIOL 222 1-3 Units****Independent Study in Biology****DIR:** 54 contact hours

Students with previous course work in biology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Biology. Prior to registration, a contract must be prepared. See instructor for details.

**Associate Degree Applicable****Transfers to CSU only****BIOL 250 4 Units****Human Anatomy and Physiology I****Lecture:** 54 contact hours**Lab:** 54 contact hours**Advisory:** BIOL 100 and ENGL 101 or ENGL 101H

This is the first semester of a two-semester sequence that introduces students to the basic concepts and principles of human anatomy and physiology. This course provides a foundation for pre-allied professional majors or others interested in the advanced study of human biology. Topics include inorganic and organic chemistry, body orientation and organization, cytology, histology, fluid and electrolyte balances, and the following systems: nervous, skeletal, muscular, nervous, digestive system, and metabolism. Course includes dissections of preserved specimens. C-ID Note: BIOL 250 + BIOL 251=C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BIOL 115S**BIOL 251 4 Units****Human Anatomy and Physiology II****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** BIOL 250**Advisory:** BIOL 100 and CHEM 101 or CHEM 105

This is the second semester of a two-semester sequence that introduces students to the basic concepts and principles of human anatomy and physiology. This course provides a foundation for pre-professional majors or others interested in the advanced study of human biology. Topics include fluid and electrolyte balance and the following body system: integumentary, cardiovascular, lymphatic, respiratory, urinary, endocrine, and reproductive. The course includes dissections of preserved specimens. C-ID Note: BIOL 250 + BIOL 251=C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BIOL 115S**BIOL 260 4 Units****Human Anatomy****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** MATH 095 or MATH 096**Advisory:** BIOL 100 and ENGL 101 or ENGL 101H

This is a comprehensive lecture/laboratory course in human anatomy. It is organized to explore the body both regionally and systemically. The course studies gross anatomy with an extensive dissection of the cat and other significant organs. Relevant comparisons to human systems and structures are emphasized in the laboratory portion of the course. Histological and cellular anatomy are included as they apply to various structures and systems. C-ID Note: BIOL 250 + BIOL 251=C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BIOL 110B

**BIOL 261 4 Units****Human Physiology****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** BIOL 260 and CHEM 105 or CHEM 101**Advisory:** BIOL 100

This course is the second semester of a two-semester sequence. It builds on an understanding of structure to explain the dynamic functions of the human body to a cellular level. Topics include physiology of the following systems: muscular, skeletal, nervous, endocrine, cardiovascular, respiratory, digestive, urinary, and reproductive. Homeostatic mechanisms and the interrelationships of body organ systems are emphasized and enhanced with clinical illustrations. C-ID Note: BIOL 250 + BIOL 251=C-ID BIOL 115S sequence. Upon transfer the sequence is equivalent to the completion of both BIOL 260 (C-ID 110B) + BIOL 261 (C-ID 120B) and considered duplication of credit; maximum credit awarded are 2 courses only.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BIOL 120B**BIOL 270 5 Units****Microbiology****Lecture:** 54 contact hours**Lab:** 108 contact hours**Prerequisite:** BIOL 205 or CHEM 101**Advisory:** BIOL 100 and ENGL 101 or ENGL 101H

This course is a formal introduction to the fundamental principles of microbiology and immunology. Attention is given to the morphology, control, metabolism and genetics of microorganisms. Emphasis is placed on the pathogenesis of and immunity to infectious diseases.

**Associate Degree Applicable****Transfers to both UC/CSU**

## Biology Associate of Science Degree

The Associate of Science degree in Biology is intended to provide breadth in the aspects of biology that investigate the living world including cellular physiology, genetics, ecology, and evolutionary biology. Majors in Biology prepare for a wide variety of occupations in education, government, medicine, research, and biotechnology. This degree prepares students to transfer to four-year universities to pursue a Bachelor's degree. At the four-year institutions, students may choose to specialize in one particular field of Biology. To graduate with the A.S degree in Biology, students must complete the following required courses plus the general breadth requirements for the Associate's Degree (minimum total = 60 units).

| Code                    | Title                       | Units     |
|-------------------------|-----------------------------|-----------|
| <b>Required Courses</b> |                             |           |
| BIOL 205                | Cell and Molecular Biology  | 4         |
| BIOL 206                | Organismal Biology          | 4         |
| BIOL 207                | Evolutionary Ecology        | 4         |
| CHEM 150                | General Chemistry I         | 5         |
| CHEM 151                | General Chemistry II        | 5         |
| MATH 250                | Single Variable Calculus I  | 4         |
| MATH 251                | Single Variable Calculus II | 4         |
| <b>Total Units</b>      |                             | <b>30</b> |

| Code                       | Title                                    | Units |
|----------------------------|--|-------|
| <b>Recommended Courses</b> |  |       |
| CHEM 212                   | Organic Chemistry I                      | 4     |
| CHEM 213                   | Organic Chemistry II                     | 4     |
| PHYSIC 151                 | General Physics for the Life Sciences I  | 4     |
| PHYSIC 152                 | General Physics for the Life Sciences II | 4     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Master basic cellular, organismal, and environmental concepts and apply them to other scientific studies, voting decisions, personal habits, and lifestyle choices
- Transfer to an accredited university as a junior with a major in Biology or a related subject
- Use the principles and concepts of Biology to make a positive impact on your life, your career, and your world
- Communicate your knowledge of biological concepts to enhance the understanding of others
- Demonstrate a proficiency in standard biological laboratory techniques commonly acquired in lower-division coursework

## Biology Associate of Science Transfer Degree

The Associate in Science in Biology for Transfer (AS-T) is intended for students who plan to transfer and complete a Bachelor's degree in Biology, or a similar major at a CSU campus. It serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. The Biology Department offers comprehensive and integrative studies in each of the introductory courses of Biology. Courses in Biology prepare students interested in careers in cell biology, genetics, physiology, developmental biology, biotechnology, zoology, botany, microbiology, evolution, ecology, behavior, environmental studies, and the health sciences. The objective of this degree is to delineate a successful career path for our community college students entering the Biology program and to provide opportunities that explore the Biology major. Upon successful completion of the AS-T in Biology, students may be able to enter majors for any of these Biology subfields. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

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.

To earn a Biology AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) for STEM or Intersegmental General Education Transfer Curriculum (IGETC-CSU) for STEM which requires a minimum of 31-33 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU-GE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Biology should consult with a STEM counselor or general counselor regarding the transfer process and lower division requirements. Completion of CSU GE-Breadth for STEM or (IGETC-CSU) for STEM is required in addition to the major requirements.

| Code                         | Title                                    | Units |
|------------------------------|--|-------|
| <b>Required Core Courses</b> |  |       |
| BIOL 205                     | Cell and Molecular Biology               | 4     |
| BIOL 206                     | Organismal Biology                       | 4     |
| BIOL 207                     | Evolutionary Ecology                     | 4     |
| <b>List A</b>                |  |       |
| CHEM 150                     | General Chemistry I                      | 5     |
| CHEM 151                     | General Chemistry II                     | 5     |
| MATH 250                     | Single Variable Calculus I               | 4     |
| PHYSIC 151                   | General Physics for the Life Sciences I  | 4     |
| PHYSIC 152                   | General Physics for the Life Sciences II | 4     |

| Code  | Title | Units        |
|---|-------|--------------|
| <b>Major Total</b>                                  |       | <b>34</b>    |
| <b>Total Units That May Be Double Counted</b>       |       | <b>9-10</b>  |
| <b>General Education (CSU-GE or IGETC for STEM)</b> |       | <b>31-33</b> |
| <b>Elective (CSU Transferable) Units</b>            |       | <b>0-3</b>   |
| <b>Total Units</b>                                  |       | <b>60</b>    |

**Use of CSU GE-Breadth for STEM or IGETC for STEM is presumed.**

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- In writing, evaluate a claim or research to determine whether it has a basis in non-science, pseudoscience, or science
- In a written scientific report for a metabolic experiment, introduce the testable hypothesis, articulate the procedures applied, report the appropriate statistical analyses, interpret the results, and discuss uncontrolled variables
- From a primary scientific article identify a research question, and write a 2-4 page proposal in scientific format introducing research question, background information, and methodologies that test the study question
- In writing, demonstrate knowledge of organismal biology by relating key evolutionary characteristics of an organism (prokaryote, protist, animal or plant) to the environmental selection pressures encountered at the time of their evolution
- Demonstrate knowledge of organismal biodiversity by identifying a group of organisms (from lab or field collections) using a combination of taxonomic keys and anatomical observations and organizing them into an appropriate taxonomic classification scheme and reporting the results in a written report
- In writing, demonstrate knowledge of evolutionary theory by evaluating and justifying whether a claim or statement is biologically valid under the principles of evolution
- Design and execute an experimental or observational field project. Prepare a scientific written report that includes a working hypothesis, clear description of methodology, narrative of the statistical analyses, and interpretation of the results in relationship to the working hypothesis including a discussion of uncontrolled variables

# Business Administration

The Business Administration Department offers courses in the fundamentals of business organization and management as well as in marketing and business law.

For non-business majors, these courses offer a general view of the world of business and finance. For business majors, these courses provide a solid foundation in preparation for transfer to a four-year institution. Students planning to transfer to a four-year institution and major in business administration or a related field should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)

Division Phone Number: (909) 384-8520

Faculty Chair: Michael Assumma (massumma@sbccd.edu), M.B.A.

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- Business Administration 2.0 Associate of Science Transfer Degree (p. 122)
  - Business Administration Associate of Arts Degree (p. 122)
  - Business Administration Certificate of Achievement (p. 123)
  - Business Workplace Essential Skills Certificate of Completion (p. 123)
  - Career Essentials for the Business World Certificate of Completion (p. 124)
  - Entrepreneurship - General Certificate of Achievement (p. 124)
  - Entrepreneurship - Real Estate Certificate of Achievement (p. 125)
  - Entrepreneurship - Tax Certificate of Achievement (p. 125)
  - Leadership Certificate of Achievement (p. 125)
  - Practical Entrepreneurship Certificate of Completion (p. 126)
  - Retail Management Certificate of Achievement (p. 126)

### BUSAD 039 3 Units

#### Strategies for Successful Employment

**Lecture:** 54 contact hours

**Advisory:** CIT 010

This course is designed to help students develop the skills needed to successfully seek employment, including job search strategies, career paths, cover letter and resume writing, mock interviews, job applications, and positive workplace attitudes.

**Associate Degree Applicable**

### BUSAD 050 3 Units

#### Business Math

**Lecture:** 54 contact hours

**Advisory:** MATH 962

This course covers fundamental mathematical calculations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business.

**Associate Degree Applicable**

### BUSAD 098 1-4 Units

#### Business Administration Work Experience

**WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

### BUSAD 100 3 Units

#### Introduction to Business

**Lecture:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course will introduce students to the fundamental concepts of business in a changing world. It includes an overview of such areas as economic systems, management, marketing, accounting, finance, ethics, ownership, organization of business, the legal aspects and regulation of business, as well as globalization.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** BUS 110

### BUSAD 103 3 Units

#### Marketing Principles

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course covers the basic principles and methods of marketing as practiced by all successfully managed business firms. This course is management-oriented, covering demand analysis, forecasting, product development, price determination, distribution channels, material handling, advertising and personal selling.

**Associate Degree Applicable**

**Transfers to CSU only**

### BUSAD 105 3 Units

#### Small Business Management/Entrepreneurship

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is designed for business majors and non-business majors who desire a greater knowledge of the fundamentals specifically related to the opening and operation of a small business. The course is designed to provide a working knowledge of the pitfalls associated with small business operations and how to recognize, prevent and solve problems.

**Associate Degree Applicable**

**Transfers to CSU only**

### BUSAD 106 3 Units

#### Principles of Selling

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course covers the problems of analyzing the sales talk, making an adequate approach, meeting objectives, excuses and techniques of closing the sale, and the psychology involved in selling services, goods, ideas and one's own personality.

**Associate Degree Applicable**

**Transfers to CSU only**

**BUSAD 108 3 Units****Personal Finance, Investments and Estate Planning****Lecture:** 54 contact hours**Prerequisite:** MATH 096 or MATH 095 or eligibility for MATH 102 as determined by the SBVC assessment process.**Advisory:** ENGL 101 or ENGL 101H

This course is an integrated approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. The student will examine the preparation for managing one's personal finances, including financial planning, income and expense management, investment analysis, retirement planning, consumerism, long-term care, estate planning, credit management, home ownership, death and taxes.

**Associate Degree Applicable****Transfers to CSU only****BUSAD 110 3 Units****Human Resource Management****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a survey of the objectives, functions and practices in the management of employee relations, and the impact of employee relations on the effective achievement of the organization's goals.

**Associate Degree Applicable****Transfers to CSU only****BUSAD 112 3 Units****Principles of Retailing****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course will cover the role of retailing in serving the needs of the community. The topics will include analysis of consumer needs, store locations, financial requirements and legal processes of starting a retail operation, planning for store layout, merchandise mix, vendor negotiation, pricing, displaying, advertising, selling and controlling of merchandise.

**Associate Degree Applicable****Transfers to CSU only****BUSAD 120 3 Units****Business Management/Leadership****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is designed for business majors and examines the primary dimensions of the management process including planning, organizing, decision-making and controlling organizational activity. Development of effective management and leadership skills through hands-on simulation exercises.

**Associate Degree Applicable****Transfers to CSU only****BUSAD 127 3 Units****Business Communication****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a study of the principles and role of business communication and the need for communication skills in a global marketplace. Emphasis is placed on written communications, including business letters, proposals, resumes and other business documents. A considerable amount of time is devoted to planning, organizing, outlining, grammar and writing style.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** BUS 115**BUSAD 151 3 Units****Human Relations****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course provides a basic understanding of human interactions in the workplace, focusing on the roles of the individual, the group, and the organization as a whole.

**Associate Degree Applicable****Transfers to CSU only****BUSAD 210 3 Units****Business Law****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course explores the legal environment in which business operates. It includes an introduction to law and legal reasoning, ethics, torts, strict and products liability, criminal law and contracts. Special emphasis is placed on acquiring a working knowledge of the rules for contracting in general and the modifications applicable under the Uniform Commercial Code for the sale of goods.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BUS 125**BUSAD 211 3 Units****The Legal Environment of Business****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course includes a broad overview of the legal environment of business. Areas of employment regulation, consumer protection, environmental law, land-use control, sole proprietorships, partnerships, corporations, antitrust, securities regulation, comparative and international law are studied.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BUS 120**BUSAD 222 1-3 Units****Independent Study in Business Administration****DIR:** 54 contact hours

Students with previous course work in Business Administration may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Business Administration. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.

**Associate Degree Applicable****Transfers to CSU only**



**BUSAD 600 Noncredit****Empowering Yourself in Pursuit of a Career in the Business World****Lecture:** 18 contact hours

This noncredit course is designed to help students identify their unique personal characteristics applicable in order to be competitive in today's business world. Students will be able to discover their job skills, personality types, core values, and fit for different organizational cultures while learning how to develop confidence and resilience during a job search process within the career fields of accounting, human resources, finance, marketing, information technology, operations management, or any other business-related field.

**BUSAD 601 Noncredit****Essential Writing Skills for Employment in the Business World****Lecture:** 18 contact hours

This noncredit course is designed to improve a job seeker's success rate by teaching students how to update their job application skills in preparation to enter the business world. Topics include creating and or updating resumes, cover letters, and responding to the desired selection criteria within the identified business field to assure a higher success rate.

**BUSAD 602 Noncredit****Interview Skills for the Business World****Lecture:** 18 contact hours

This noncredit course provides essential job interview skills and helps students learn how to prepare for interviews in the business field, both in person and online. In this course, students will learn about how to prepare for, and be successful during a job interview by learning how to research into a company before practicing answering interview questions in both in-person and video format.

**BUSAD 603 Noncredit****Understanding the Hidden Job Market in the Business World****Lecture:** 16 contact hours

This noncredit course teaches students the key strategies for tapping into this hidden job market through networking. Many jobs in the business field are typically not advertised. Students will start to build an online network, learning the tips to become a successful networker, and putting their value proposition to work. We are already more connected than they might think and this course teaches the skills needed to unlock the hidden job market.

**BUSAD 604 Noncredit****Starting Work and Staying Employed in the Business World****Lecture:** 36 contact hours

This noncredit course is designed to help job seekers prepare for their first days and weeks at work. The business recruitment journey isn't quite over after being offered a job and this course will help students understand the salary, benefits, and working conditions within a position in a company in order to create a solid foundation for career growth within the business field. Topics include reviewing dress codes, arrival tips, workplace behaviors, creating and maintaining positive workplace relationships, tips for remembering names, when to leave for the day, and how to ultimately keep a job.

**BUSAD 605 Noncredit****Legal Issues for Entrepreneurs****Lecture:** 24 contact hours

This noncredit course provides students interested in entrepreneurship with an understanding of the common legal issues encountered from the perspective of the business owner. It reviews legal structures, intellectual property, employment law, contracts, government regulation, and personal and real property. Students will apply the concepts learned to select their business structure, learn contract law, properly navigate government regulations, and understand legal parameters related to the management of human resources.

**BUSAD 606 Noncredit****Creating a Business Plan****Lecture:** 24 contact hours

In this noncredit course, students evaluate the many aspects and potential hurdles of the business and build the Business Plan, one step at a time. This practical, hands-on approach encourages students to immerse themselves in the vision and planning aspects of a business. Focusing on the most critical components of the Business Plan, and enables students to uncover hidden risks and assess a business from a marketing, management, and financial vantage point.

**BUSAD 607 Noncredit****Funding and Financing for Entrepreneurs****Lecture:** 24 contact hours

This noncredit course will provide a practical application of basic financial management principles that apply to entrepreneurs. Emphasis is placed on developing useful financial information used in small businesses and business plans. Specifically, this will be accomplished by providing the tools necessary to maintain proper financial records to make budgetary decisions related to cash and financing needs, pricing of products or services, the payment of taxes and loans, and determining profitability to help students become successful entrepreneurs.

**BUSAD 608 Noncredit****Strategic Marketing for Entrepreneurs****Lecture:** 24 contact hours

This noncredit course provides an overview of successful marketing strategies for small start-up businesses. Students will learn to examine and analyze consumer behavior, identify target market segments, price for profitability, and select promotional tactics. The course emphasizes the integration of these marketing functions into an effective marketing plan.

**BUSAD 609 Noncredit****Accounting for Entrepreneurs****Lecture:** 24 contact hours

This noncredit course is an introductory study of the basic accounting required to manage the financial documentation related to running a small business. Emphasis is placed on the practical application of recording, summarizing, and reporting business transactions for internal purposes as well as for completing federal, state, and local reporting requirements.

**BUSAD 610 Noncredit****Leadership and Management for Entrepreneurs****Lecture:** 24 contact hours

This noncredit course explores the leadership and management issues entrepreneurs face as they create and establish successful new ventures. It reviews the key managerial roles of planning, organizing, staffing, leading and controlling and their application in entrepreneurial settings. Further, the course addresses self-management for the entrepreneur and how an entrepreneur can manage their own time and maintain a proper work-life balance.

**BUSAD 611 Noncredit****Skills for Leaders/Managers****Lecture:** 18 contact hours

This noncredit course will provide survival skills for new supervisors and those who aspire to move to managerial positions. Necessary skills of time management, leadership, planning, motivation, conducting meetings, communication, handling stress, conflict, and performance appraisals will be discussed. Students will be involved in a variety of management exercises, discussions, current trends in management, and real-world scenarios.

**BUSAD 612 Noncredit****Time Management Skills****Lecture:** 18 contact hours

This noncredit course will give students practical tips and tools to manage time in academic and business-related situations. Students will learn how to set short-term and long-term goals, prioritize goals and activities, develop plans, and overall organizing a workplace. Topics included will also help identify typical time wasters/time leaks (including procrastination), and ways of overcoming them.

**BUSAD 613 Noncredit****Dealing With Difficult People****Lecture:** 18 contact hours

This noncredit provides students with the practical techniques for resolving and preventing interpersonal conflicts in the workplace. Whether it's a manager who keeps moving the goal posts, an uncooperative colleague, negative friend, or critical family member, some people are difficult to get along with and this course gives students the strategies to successfully work with them.

**BUSAD 614 Noncredit****Listening Skills****Lecture:** 18 contact hours

This noncredit course shows students how to acquire active, productive listening skills and put them to work in professional, social, and personal settings. Many managers and other employees spend most of their time listening to other people but often do it so poorly that the result is misunderstood instructions, misdirected projects, and erroneous actions, which oftentimes can be avoided by applying effective listening skills.

**BUSAD 615 Noncredit****Quality Customer Service****Lecture:** 18 contact hours

This noncredit course offers practical information and techniques to create excellent service to diverse customers. Emphasis will be on the many facets of customer service and how to address each facet successfully.

## Business Administration Associate of Arts Degree

To graduate with a specialization in Business Administration students must complete the following required courses plus the general breadth requirements for the Associate Degree (total =60 units).

| Code                    | Title                                      | Units |
|-------------------------|--|-------|
| <b>Required Courses</b> |  |       |
| ACCT 200                | Financial Accounting                       | 4     |
| ACCT 201                | Managerial Accounting                      | 4     |
| ECON 208                | Business and Economic Statistics           | 4     |
| or MATH 108             | Introduction to Probability and Statistics |       |
| BUSAD 100               | Introduction to Business                   | 3     |
| BUSAD 103               | Marketing Principles                       | 3     |
| BUSAD 210               | Business Law                               | 3     |
| or BUSAD 211            | The Legal Environment of Business          |       |
| CIT 101                 | Introduction to Computer Literacy          | 3     |
| ECON 200                | Principles of Macroeconomics               | 3     |
| or ECON 200H            | Principles of Macroeconomics - Honors      |       |
| ECON 201                | Principles of Microeconomics               | 3     |

or ECON 201H Principles of Microeconomics - Honors

**Total Units****30**

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate mastery of accounting procedures and practices
- Evaluate the global economy and its impact on the U.S economy
- Demonstrate an understanding of and familiarity with the world of business and its related terminology
- Analyze theories, principles, and policies of the United States economic system
- Critically assess the relationship between the individual, business, and the global economy
- Apply the methods of effective business communication
- Describe the legal aspects of business operation
- Consider the ethical and social responsibility issues affecting the current business environment

## Business Administration 2.0 Associate of Science Transfer Degree

The Associate in Science for Transfer (AS-T) in Business Administration 2.0 is designed to provide students with the common core of lower division courses required to transfer and pursue a baccalaureate degree in Business Administration. This includes business degrees with options such as accounting, finance, human resources management, international business, management, operations management, and marketing.

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. To earn this Business Administration 2.0 degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Business Administration should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title                                      | Units        |
|--|--|--------------|
| <b>Required Courses</b>                          |  |              |
| ACCT 200   | Financial Accounting                       | 4            |
| ACCT 201   | Managerial Accounting                      | 4            |
| ECON 200   | Principles of Macroeconomics               | 3            |
| or ECON 200H                                     | Principles of Macroeconomics - Honors      |              |
| ECON 201   | Principles of Microeconomics               | 3            |
| or ECON 201H                                     | Principles of Microeconomics - Honors      |              |
| BUSAD 210  | Business Law                               | 3            |
| or BUSAD 211                                     | The Legal Environment of Business          |              |
| MATH 102   | College Algebra                            | 4            |
| or MATH 141                                      | Business Calculus                          |              |
| ECON 208   | Business and Economic Statistics           | 4            |
| or MATH 108                                      | Introduction to Probability and Statistics |              |
| BUSAD 100  | Introduction to Business                   | 3            |
| or BUSAD 127                                     | Business Communication                     |              |
| <b>Code</b>                                      | <b>Title</b>                               | <b>Units</b> |
| <b>Major Total</b>                               |  | <b>28</b>    |
| <b>Total Units that may be Double-Counted</b>    |  | <b>9</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |  | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |  | <b>2-4</b>   |
| <b>Total Units</b>                               |  | <b>60</b>    |

Note: CSUSB requires CIT 101 for their program.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify and explain accounting procedures and practices
- Evaluate the global economy and its impact on the U.S economy
- Recognize the world of business and its related terminology
- Analyze theories, principles, and policies of the United States economic system
- Critically assess the relationship between the individual, business, and the global economy
- Apply the methods of effective business communication
- Describe the legal aspects of business operation
- Consider the ethical and social responsibility issues affecting the current business environment

## Business Administration Certificate of Achievement

This certificate is designed to prepare students for entry-level work in the business field by providing the fundamentals of business organization and management as well as in marketing and business law.

| Code                    | Title   | Units        |
|-------------------------|---|--------------|
| <b>Required Courses</b> |   |              |
| ACCT 010                | Bookkeeping                                       | 3-4          |
| or ACCT 200             | Financial Accounting                              |              |
| BUSAD 050               | Business Math                                     | 3            |
| BUSAD 100               | Introduction to Business                          | 3            |
| BUSAD 103               | Marketing Principles                              | 3            |
| BUSAD 108               | Personal Finance, Investments and Estate Planning | 3            |
| BUSAD 127               | Business Communication                            | 3            |
| CIT 101                 | Introduction to Computer Literacy                 | 3            |
| COMMST 100              | Elements of Public Speaking                       | 3            |
| or COMMST 100H          | Elements of Public Speaking - Honors              |              |
| <b>Total Units</b>      |   | <b>24-25</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Understand the general nature structure, resources and operations of business organizations
- Demonstrate the ability to explain an organization's basic accounting, finance, management, marketing and legal functions
- Express business ideas and information effectively in both oral and written forms

## Business Workplace Essential Skills Certificate of Completion

Upon completion of this program, students can use the skills learned in this certificate potentially to advance in their current career fields, in areas such as business law, business operations, government, human resources, information management, international business, marketing, nonprofit administration and personal finance. Employment opportunities include working in fields related to retail, customer service, marketing, sales, management, and small business. The skills taught in these classes are soft skills which have been identified from our advisory board, local employers, and the Bureau of Labor Statistics as valuable and desirable.

| Code                    | Title                         | Units |
|-------------------------|-------------------------------|-------|
| <b>Required Courses</b> |                               |       |
| BUSAD 611               | Skills for Leaders/Managers   | 0     |
| BUSAD 612               | Time Management Skills        | 0     |
| BUSAD 613               | Dealing With Difficult People | 0     |
| BUSAD 614               | Listening Skills              | 0     |

|                    |                          |              |
|--------------------|--------------------------|--------------|
| BUSAD 615          | Quality Customer Service | 0            |
| <b>Total Hours</b> |                          | <b>80-90</b> |

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify practices that can assist in enhancing diversity and inclusion
- Prepare best practices for organizing their work, schedule, and life
- Identify and implement strategies for preventing and dealing with different types of difficult behavior
- Explain the role of problem solving in customer service and its importance
- Describe a range of listening skills that they can use on the job and in their personal life
- Communicate effectively and collaborate with others

## Career Essentials for the Business World Certificate of Completion

This noncredit certificate teaches students how to be effective and productive in their job search strategy in the business career fields. Students learn to locate employment, how to research companies, how to write a resume, proper interviewing techniques, and how to utilize social media for online access to professional opportunities and networking. It helps to focus on personal skills, professional behaviors, and tools to help students succeed in any business career and learn soft and hard skills applicable to many occupations and empower students to thrive professionally. This program provides you with the necessary tools and techniques to enter the workforce and develop employability skills. Topics include - career research and planning, self-assessment, effective job searches, writing resumes and cover letters, job applications, developing reference lists, interviewing techniques, appropriate workplace behaviors/culture/etiquette, hard & soft skills, diversity in the workplace, effective communication skills, and fundamental academic skills.

| Code                    | Title  | Units         |
|-------------------------|--|---------------|
| <b>Required Courses</b> |  |               |
| BUSAD 600               | Empowering Yourself in Pursuit of a Career in the Business World | 0             |
| BUSAD 601               | Essential Writing Skills for Employment in the Business World    | 0             |
| BUSAD 602               | Interview Skills for the Business World                          | 0             |
| BUSAD 603               | Understanding the Hidden Job Market in the Business World        | 0             |
| BUSAD 604               | Starting Work and Staying Employed in the Business World         | 0             |
| <b>Total Hours</b>      |  | <b>96-108</b> |

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Describe the techniques needed to improve career readiness and to secure a job in the business world
- Define the job search process
- Recognize the qualities, skills, and abilities needed when applying for jobs within the business world
- Create a professional resume, cover letter, and other resources needed for a successful job search

- Describe how to communicate and work cooperatively with individuals in the workplace
- Develop the desired employment skills such as working on a team, problem solving and organizational skills
- Give examples of the benefits of diversity, equity, and inclusion in the workplace
- Explain how the dynamic workplace requires the need for continuous learning and acquisition of new skills

## Entrepreneurship - General Certificate of Achievement

The Entrepreneurship - General certificate provides students with an understanding of small business planning, financial management, and integrated business topics on entrepreneurship and small business management. Upon completion of this program students will be able to examine small business marketing opportunities, identify innovative small business strategies, evaluate financial management decisions, and address the challenges and opportunities specific to small business management and entrepreneurship.

| Code                    | Title                                      | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| BUSAD 050               | Business Math                              | 3         |
| BUSAD 103               | Marketing Principles                       | 3         |
| BUSAD 105               | Small Business Management/Entrepreneurship | 3         |
| BUSAD 106               | Principles of Selling                      | 3         |
| BUSAD 110               | Human Resource Management                  | 3         |
| BUSAD 120               | Business Management/Leadership             | 3         |
| <b>Total Units</b>      |  | <b>18</b> |

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Design and develop a comprehensive business plan to start a small business
- Design and develop a comprehensive small business marketing plan by using appropriate marketing strategies
- Compile and prepare accurate financial information for tax compliance and informed business decisions

## Entrepreneurship - Real Estate Certificate of Achievement

This certificate is designed for students who are interested in studying to become their own real estate broker, real estate manager or work in the field of property management. The certificate program provides students with an overview of the different areas of the real estate market and will help guide the student to be an independent broker/agent, to run your own real estate practice, or property management company.

| Code                    | Title                                      | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| BUSAD 103               | Marketing Principles                       | 3         |
| BUSAD 105               | Small Business Management/Entrepreneurship | 3         |
| BUSAD 106               | Principles of Selling                      | 3         |
| REALST 062              | Real Estate Practice                       | 3         |
| REALST 063              | Real Estate Loan Processing Fundamentals   | 3         |
| REALST 100              | Real Estate Principles                     | 3         |
| <b>Total Units</b>      |  | <b>18</b> |

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### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Create and start new ventures within their selected field of real estate
- Know how to manage and grow new ventures
- Demonstrate knowledge of current information, theories and models, and techniques and practices in all of the major business disciplines including the general areas of Accounting and Finance, Information Technologies, Management, Marketing, and Quantitative Analysis

## Entrepreneurship - Tax Certificate of Achievement

This certificate is designed for students who are interested in studying taxation for their own professional practice or a venture in family business as well as for those who are interested in developing tax skills, creative thinking and innovative approaches as a career builder in working for small or large corporations. The certificate program provides students with an overview of the different areas of taxation and provides them with the skills and knowledge they need to identify and resolve many tax issues.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ACCT 010                | Bookkeeping                                  | 3         |
| ACCT 030                | Federal and State Individual Income Taxation | 4         |
| ACCT 047                | Computerized Accounting                      | 3         |
| ACCT 090                | Payroll Accounting                           | 3         |
| BUSAD 103               | Marketing Principles                         | 3         |
| BUSAD 105               | Small Business Management/Entrepreneurship   | 3         |
| BUSAD 106               | Principles of Selling                        | 3         |
| <b>Total Units</b>      |  | <b>22</b> |

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***This is a Gainful Employment Program***

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Analyze and problem solve within their tax preparation/bookkeeping venture
- Create and start new ventures associated to tax preparation.
- Manage and grow their tax preparation/bookkeeping venture
- Demonstrate knowledge of current information, theories and models, and techniques and practices in all of the major business disciplines including the general areas of Accounting and Finance, Information Technologies, Management, Marketing, and Quantitative Analysis

## Leadership Certificate of Achievement

The certificate in Leadership provides students with a foundation and understanding of basic business philosophies, skills and techniques that are required to become productively employed in assisting in the management of a business enterprise. This program is designed for students who wish to prepare for a career in the administration of modern organizations. It surveys the functional operations of business organizations, giving special consideration to the management of human resources, law, ethics, marketing, accounting practices, and economics.

| Code                    | Title                             | Units     |
|-------------------------|-----------------------------------|-----------|
| <b>Required Courses</b> |                                   |           |
| ACCT 200                | Financial Accounting              | 4         |
| BUSAD 110               | Human Resource Management         | 3         |
| BUSAD 120               | Business Management/Leadership    | 3         |
| BUSAD 127               | Business Communication            | 3         |
| BUSAD 151               | Human Relations                   | 3         |
| BUSAD 210               | Business Law                      | 3         |
| CIT 101                 | Introduction to Computer Literacy | 3         |
| <b>Total Units</b>      |                                   | <b>22</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Gain an understanding of current management/leadership practices and problems related to human behavior in organizations. They will understand the theories related to actual business practices and diagnose the organizational context and its critical importance. Analysis and discussions will encompass planning, organizing, controlling, decision making, communication, motivation, leadership, human resource development, information systems, and social responsibility
- Develop a comprehensive set of practical skills and tools to rely on through leadership practice. Such skills and tools include time management, meeting management and agenda setting, group dynamics and team building

- Communicate effectively (utilizing written and spoken word, non-verbal language, electronic tools, and listening skills) in order to develop relationships, manage conflicts, and work across differences
- Develop an understanding of change processes, and be able to think critically about obstacles to change
- Understand how ethics, morals, and values relate to their leadership dilemmas
- Develop a range of leadership skills and abilities such as effectively leading change, resolving conflict and motivating others

## Practical Entrepreneurship Certificate of Completion

Thinking about starting your own business, but don't know where to start? Entrepreneurship has become a fast-growing field of study as many individuals contemplate starting a new venture or establishing their own business, especially during these turbulent economic times. The Practical Entrepreneurship Certificate prepares students to start, run, and manage a new or existing business and addresses basic issues potential entrepreneur's encounter. This certificate identifies methods for developing an individual's business idea(s), its feasibility, the process of starting a business, how to acquire necessary resources, and the key parts of a business plan (development and execution). Students will develop an understanding of legal issues, marketing, financing, entrepreneurial resources, and complex tasks faced by individuals engaged in entrepreneurial activities.

| Code                    | Title                                       | Units          |
|-------------------------|---|----------------|
| <b>Required Courses</b> |   |                |
| BUSAD 605               | Legal Issues for Entrepreneurs              | 0              |
| BUSAD 606               | Creating a Business Plan                    | 0              |
| BUSAD 607               | Funding and Financing for Entrepreneurs     | 0              |
| BUSAD 608               | Strategic Marketing for Entrepreneurs       | 0              |
| BUSAD 609               | Accounting for Entrepreneurs                | 0              |
| BUSAD 610               | Leadership and Management for Entrepreneurs | 0              |
| <b>Total Hours</b>      |   | <b>132-144</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Explain the business legal structures and the laws and regulations for start-up businesses
- Apply basic marketing techniques to develop simple promotion, pricing, and distribution plans, and to identify markets
- Describe the accounting principles and techniques essential for managing the operations of a small business
- Create and effectively pitch a business plan to prospective lenders and investors
- Identify and apply the key managerial roles of planning, organizing, staffing, leading, and controlling applications in entrepreneurial settings

## Retail Management Certificate of Achievement

This certificate is designed to prepare students for entry-level work in the retail management field. Beginning as a clerk or cashier, the student can advance to assistant manager, manager, and upper management. There is no required sequence of courses, but it is recommended that students structure their schedule to move through three general levels of training and experiences. In the foundational courses the students gain exposure to foundational courses in writing, speaking, math applications, and computer literacy. The intermediate course offerings cover specific business and management content. Lastly, the advanced course offerings include the retail specific courses and human relations topics.

| Code                        | Title                             | Units     |
|-----------------------------|-----------------------------------|-----------|
| <b>Foundational Courses</b> |                                   |           |
| BUSAD 050                   | Business Math                     | 3         |
| BUSAD 127                   | Business Communication            | 3         |
| CIT 101                     | Introduction to Computer Literacy | 3         |
| <b>Intermediate Courses</b> |                                   |           |
| BUSAD 103                   | Marketing Principles              | 3         |
| BUSAD 120                   | Business Management/Leadership    | 3         |
| <b>Advanced Courses</b>     |                                   |           |
| BUSAD 110                   | Human Resource Management         | 3         |
| BUSAD 112                   | Principles of Retailing           | 3         |
| BUSAD 151                   | Human Relations                   | 3         |
| <b>Total Units</b>          |                                   | <b>24</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Interpret and use oral instructions to complete assigned tasks; speak clearly and produce written documents for a diverse group of customers, coworkers and managers utilizing current business terminology
- Employ workforce readiness skills, including problem solving, organizational planning and time management
- Use an understanding of basic business principles and organizational priorities to make decisions about work being performed
- Understand the retail cycle and its implementation, which includes customer analysis, sourcing and product design, product development, merchandising and display

# Chemistry

The Chemistry program is designed to meet the diverse needs of students served by the community college:

1. Students majoring in chemistry or related sciences,
2. Students majoring in one of the health sciences, and
3. Students fulfilling the general education science requirement.

Courses in the Chemistry Department are taught with a strong emphasis on the laboratory. In the advanced classes, students receive hands-on experience with a wide variety of instruments. Students planning to transfer to a four-year institution and major in chemistry or biochemistry should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions.

## Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chair: Jessy Lemieux (jlemieux@sbccd.edu), Ph.D.

- 
- Chemistry Associate of Science Degree (p. 128)
  - Chemistry Associate of Science Transfer Degree (p. 129)

### CHEM 101 4 Units

#### Introductory Chemistry

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Prerequisite/Corequisite:** ENGL 101 or ENGL 101H or READ 100 and MATH 102 or eligibility for MATH 151 or higher as determined by the SBVC assessment process.

This comprehensive course provides a foundation for the concepts of chemistry. Some of the areas studied include the physical and chemical properties of common elements and compounds, the metric system, measurements and conversions, atomic structure, the periodic table, chemical equations and calculations, gases, solutions, ionization, and an introduction to organic and biochemistry.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** CHEM 101

### CHEM 104 4 Units

#### Introduction to Organic Chemistry and Biochemistry

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Prerequisite:** CHEM 101

This course is an introduction to the bonding, naming, structure, and chemical and biomolecular properties for different classes of organic compounds and biomolecules, with a focus on their cellular, medicinal and industrial importance.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** CHEM 102

### CHEM 105 5 Units

#### Introduction to General, Organic And Biochemistry

**Lecture:** 54 contact hours

**Lab:** 108 contact hours

**Prerequisite/Corequisite:** ENGL 101 or ENGL 101H or READ 100 and MATH 102 or eligibility for MATH 151 or higher as determined by the SBVC assessment process.

This course provides a foundation for the concepts of general, organic, and biochemistry for students who wish to pursue allied health fields such as nursing. Some of the areas studied include the physical and chemical properties of common elements and compounds, the metric system, measurements and conversions, atomic structure, the periodic table, chemical equations and calculations, gases, solutions, electrolytes as well as an introduction to the bonding, naming, structure, and chemical and biological properties for different classes of organic compounds and biomolecules, with a focus on their cellular, medicinal and commercial importance.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** CHEM 102

### CHEM 150 5 Units

#### General Chemistry I

**Lecture:** 54 contact hours

**Lab:** 108 contact hours

**Prerequisite:** CHEM 101 or CHEM 105 and ENGL 101 or ENGL 101H and MATH 102

**Corequisite:** ENGL 101 or ENGL 101H and MATH 102

General Chemistry I is first-semester college-level chemistry with an emphasis on the mole concept, thermochemistry, atomic and molecular structure, the relationships of intramolecular and intermolecular forces to chemical and physical properties, the periodic table, organic chemistry, and solids, liquids and gases.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** CHEM 110/120S

### CHEM 151 5 Units

#### General Chemistry II

**Lecture:** 54 contact hours

**Lab:** 108 contact hours

**Prerequisite:** CHEM 150 and MATH 102 or SBVC assessment higher than MATH 102.

General Chemistry II is the second half of a two-part sequence in chemistry with an emphasis on thermodynamics, chemical equilibrium, chemical kinetics, nuclear and electrochemistry. This course prepares students for future courses and careers in chemistry, physics, biology, health sciences, and the earth sciences.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** CHEM 120S

**CHEM 205 5 Units****Quantitative Chemical Analysis****Lecture:** 54 contact hours**Lab:** 108 contact hours**Prerequisite:** CHEM 151

This course explores the principles, calculations, and applications of volumetric, gravimetric, and instrumental analysis as well as provides practical experience in standardizing reagents and determining the composition of various mixtures pertaining to the chemical laboratory setting. It is designed for second year Chemistry and Biology majors and students pursuing professional careers.

**Associate Degree Applicable****Transfers to both UC/CSU****CHEM 212 4 Units****Organic Chemistry I****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite/Corequisite:** CHEM 151

The first semester of organic chemistry examines carbon compounds including aliphatic, aromatic, and heterocyclic series, and modern theoretical concepts are studied. Students identify properties, synthesis, and reactions of functional groups. Mechanisms are examined in detail. Laboratory includes preparation, identification and the study of properties of organic compounds.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** CHEM 150/160S**CHEM 213 4 Units****Organic Chemistry II****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** CHEM 212

The second semester of organic chemistry continues the study of carbon compounds including aliphatic, aromatic and heterocyclic series, theoretical concepts, instrumentation, mechanisms, synthesis and functional groups. Laboratory includes preparation and study of properties, and extensive identification of organic compounds.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** CHEM 160S

# Chemistry Associate of Science Degree

Students planning to transfer to a four-year institution and major in chemistry or biochemistry should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions.

To graduate with a specialization in Chemistry, students must complete the following required courses plus the general breadth requirements for the Associate's Degree. The A.S. in Chemistry is designed to prepare students who wish to pursue a Bachelor's Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of chemistry, such as Environmental Chemistry, Organic Chemistry, Atmospheric Chemistry, or Physical Chemistry.

| Code                    | Title                       | Units     |
|-------------------------|-----------------------------|-----------|
| <b>Required Courses</b> |                             |           |
| CHEM 150                | General Chemistry I         | 5         |
| CHEM 151                | General Chemistry II        | 5         |
| CHEM 212                | Organic Chemistry I         | 4         |
| CHEM 213                | Organic Chemistry II        | 4         |
| MATH 250                | Single Variable Calculus I  | 4         |
| MATH 251                | Single Variable Calculus II | 4         |
| <b>Total Units</b>      |                             | <b>26</b> |

| Code                                    | Title  | Units |
|---|--|-------|
| <b>Recommended Courses <sup>1</sup></b> |  |       |
| PHYSIC 202                              | Physics I  | 4     |
|   | or PHYSIC 151 General Physics for the Life Sciences I  |       |
| PHYSIC 203                              | Physics II   | 4     |
|   | or PHYSIC 152 General Physics for the Life Sciences II |       |
| CHEM 205                                | Quantitative Chemical Analysis                         | 5     |

<sup>1</sup> *These courses are typically prerequisites for third year chemistry majors. Students are encouraged to complete the recommended courses to prevent the postponement of continued coursework in this major.*

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Demonstrate proficiency on chemistry topics from national American Chemical Society (ACS) exams. Achieve a score that is one-half of one standard deviation below the national average (or higher) on the General Chemistry or Organic Chemistry versions, administered in CHEM 151 and CHEM 213, respectively



- Demonstrate skill in standard laboratory techniques commonly acquired in lower division coursework

## Chemistry Associate of Science Transfer Degree

The Associate in Science in Chemistry for Transfer (AS-T) is intended for students who plan to transfer and complete a Bachelor's degree in Chemistry, or a similar major at a CSU campus. It serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. The Chemistry Department offers comprehensive and integrative studies in each of the introductory courses of Chemistry. The AS-T in Chemistry is designed to prepare students who wish to pursue a Bachelor's Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of chemistry, such as Environmental Chemistry, Organic Chemistry, Atmospheric Chemistry, or Physical Chemistry. The objective of this degree is to delineate a successful career path for our community college students entering the Chemistry program and to provide opportunities that explore the Chemistry major.

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.

To earn a Chemistry AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) for STEM or Intersegmental General Education Transfer Curriculum (IGETC-CSU) for STEM which requires a minimum of 31-33 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Chemistry should consult with a STEM counselor or general counselor regarding the transfer process and lower division requirements. Completion of CSU GE-Breadth for STEM or (IGETC-CSU) for STEM is required in addition to the major requirements.

| Code  | Title                       | Units        |
|---|-----------------------------|--------------|
| <b>Required Courses</b>                       |                             |              |
| CHEM 150                                      | General Chemistry I         | 5            |
| CHEM 151                                      | General Chemistry II        | 5            |
| CHEM 212                                      | Organic Chemistry I         | 4            |
| CHEM 213                                      | Organic Chemistry II        | 4            |
| PHYSIC 202                                    | Physics I                   | 4            |
| PHYSIC 203                                    | Physics II                  | 4            |
| MATH 250                                      | Single Variable Calculus I  | 4            |
| MATH 251                                      | Single Variable Calculus II | 4            |
| <b>Code</b>                                   | <b>Title</b>                | <b>Units</b> |
| <b>Major Total</b>                            |                             | <b>34</b>    |
| <b>Total Units That May Be Double Counted</b> |                             | <b>7</b>     |

|   |              |
|---|--------------|
| <b>General Education (CSU-GE for STEM or IGETC for STEM) Units</b> <sup>1</sup> | <b>31-33</b> |
| <b>Elective (CSU Transferable) Units</b>  | <b>0-2</b>   |
| <b>Total Units</b>  | <b>60</b>    |

<sup>1</sup> This AS-T presumes completion of IGETC for STEM or CSU-GE Breadth for STEM, allowing for completion of 6 units of non-STEM GE work after transfer.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Demonstrate proficiency on chemistry topics from national American Chemical Society (ACS) exams. Achieve a score that is one-half of one standard deviation below the national average (or higher) on the General Chemistry or Organic Chemistry versions, administered in CHEM 151 and CHEM 213, respectively
- Demonstrate skill in standard laboratory techniques commonly acquired in lower division coursework

## Child Development

The Child Development Department has both an academic and vocational orientation. The academic program leads students along a path toward an Associate of Arts degree that articulates with higher education and transfers into continued study suitable for a baccalaureate degree. Students planning to transfer to a four-year institution and major in child development or a related field should consult with a counselor regarding the transfer process and lower division requirements.

The vocational program, which interfaces with the academic program, prepares students for immediate employment. Certificates offered by the Child Development Department prepare students for work and to qualify in Child Development Permits through the California Commission on Teaching Credentialing and to work with specific age groups: Infant and School Age. The Family Child Care Provider Certificate provides a curriculum to prepare students to establish quality family childcare centers in their homes.

### General Education Courses and Electives

The Child Development Department advises scheduling an appointment with a counselor to create an education plan to include the general breadth requirements and elective units.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chairs: Kellie Barnett (kbarnett@sbccd.edu), M.S., and Denise Knight (dknight@sbccd.edu), M.A.

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- Child and Adolescent Development Associate of Arts Transfer Degree (p. 134)
  - Child Development - Associate Teacher Certificate of Achievement (p. 135)
  - Child Development - Early Intervention and Inclusion Associate of Arts Degree (p. 136)
  - Child Development - Early Intervention and Inclusion Certificate of Achievement (p. 136)
  - Child Development - Family Child Care Provider Certificate of Achievement (p. 137)
  - Child Development - Infant and Toddler Certificate of Achievement (p. 137)
  - Child Development - Master Teacher Certificate of Achievement (p. 138)
  - Child Development - School Age Certificate of Achievement (p. 139)
  - Child Development - Site Supervisor Certificate of Achievement (p. 139)
  - Child Development - Teacher Certificate of Achievement (p. 140)
  - Child Development Associate of Arts Degree (p. 141)
  - Early Childhood Education Associate of Science Transfer Degree (p. 142)

### CD 060 3 Units

#### Understanding School-Age Children

**Lecture:** 54 contact hours

**Advisory:** READ 015

This course is designed to prepare students to work with children ages five years through adolescence, by focusing on the development of children in this age group. This course includes the study of developmental theories and the practical implications of those theories. This course incorporates licensing regulations as required by Title 22 licensed facilities.

**Associate Degree Applicable**

### CD 061 3 Units

#### Activities for School-Age Children

**Lecture:** 54 contact hours

**Advisory:** READ 015

This course is a survey of programs and activities planning for school-age children including both before-and after-school activities for groups and individuals.

**Associate Degree Applicable**

### CD 075 3 Units

#### Family Child Care Practices

**Lecture:** 54 contact hours

**Advisory:** READ 015

This course is designed to meet the specific needs of the family child care provider. The emphasis is on learning licensing regulations, good business practices, age appropriate curriculum, healthy environments, positive guidance, and basic child development. Other topics include creating partnerships with parents, maintaining health and safety and working with children from diverse backgrounds including children with special needs and disabilities.

**Associate Degree Applicable**

### CD 098 1-4 Units

#### Child Development Work Experience

**WRKEX:** 300 contact hours

This course involves supervised training, in the form of on-the-job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. Students work 5-20 hours per week to earn units using the following formula: For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

### CD 100 3 Units

#### Introduction to Child Development

**Lecture:** 54 contact hours

**Advisory:** READ 015

This course is an introduction to and overview of the field of child development, designed to familiarize students with the broad aspects of the profession, philosophies, theories and principles of caring for children in a variety of settings.

**Associate Degree Applicable**

**Transfers to CSU only**

**CD 101 3 Units****Parent-Child Interaction****Lecture:** 54 contact hours**Advisory:** READ 015

This course includes general concepts, goals and strategies of parenting through the life span in varying life circumstances and diverse family types. Establishing and maintaining close emotional relationships through bonding, attachment, and effective communication techniques with children at all developmental stages is emphasized. Effective guidance skills, shaping and modifying children's behavior are explored.

**Associate Degree Applicable****Transfers to CSU only****CD 105 3 Units****Child Growth and Development****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

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

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** CDEV 100**CD 105H 3 Units****Child Growth and Development - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There is an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** CDEV 100**CD 108 3 Units****Early Childhood Development****Lecture:** 54 contact hours**Advisory:** READ 015

This course covers the development of children from two years to eight years old. Specifically, this course explores prominent theories related to early childhood development, typical and atypical development of children from two to eight years, contextual influences, and methods of studying the development of young children.

**Associate Degree Applicable****Transfers to both UC/CSU****CD 109 3 Units****Childhood Stress and Trauma****Lecture:** 54 contact hours**Advisory:** READ 015

This course provides a comprehensive overview of theories, concepts and issues related to childhood stress and trauma. Emphasis is on the short-term and long-term effects that stress and trauma have on the physical, cognitive, language, social and emotional stages of a child's development. Students are introduced to child behavior patterns and potential responses to stress and trauma. Students examine research and innovative methods that support a child's coping skills and healing process. This course is designed to help early childhood practitioners and parents understand how children react and adapt to stress and trauma and to learn strategies to support and care for children.

**Associate Degree Applicable****Transfers to both UC/CSU****CD 111 3 Units****Observation and Assessment in Child Development****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite/Corequisite:** CD 105 or CD 105H**Advisory:** READ 015

This course focuses on the appropriate use of a variety of assessment and observation strategies to document child development and behavior. Child observations are conducted and analyzed.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ECE 200**CD 113 3 Units****Principles and Practices of Teaching Young Children****Lecture:** 54 contact hours**Advisory:** READ 015

This course is an examination of underlying theoretical principles of developmentally appropriate practices applied to programs and environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development of all young children. This course includes a review of historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ECE 120**CD 114 3 Units****Introduction to Curriculum****Lecture:** 54 contact hours**Prerequisite:** CD 105 or CD 105H**Advisory:** READ 015

This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age six. Students will examine a teacher's role in supporting development and engagement for all young children. This course provides strategies for developmentally-appropriate practice based on observation and assessment across the curriculum.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ECE 130

**CD 115 3 Units****Health, Safety and Nutrition****Lecture:** 54 contact hours**Advisory:** READ 015

This course is an introduction to the laws, regulations, standards, policies, procedures and early childhood curriculum related to child health, safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. There is a focus on integrating concepts into everyday planning and program development for all children.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ECE 220**CD 126 3 Units****Child, Family, and the Community****Lecture:** 54 contact hours**Advisory:** READ 015

This course examines the developing child in a societal context which focuses on the interrelationships of family, school, and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** CDEV 110**CD 127 3 Units****Guidance of Children****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course presents a developmental approach to the guidance and discipline of children. Effective guidance theories and methods are presented for teachers and professionals working with children, including children with special needs. Effective communication methods for early childhood educators working with children and their parents will be emphasized.

**Associate Degree Applicable****Transfers to CSU only****CD 130 3 Units****Creative Music and Movement for Children****Lecture:** 54 contact hours**Advisory:** READ 015

This course explores the importance of music and movement in the development of children ages two through eight. Because children's physical and motor maturation influences all other aspects of development this course focuses on planning for motor skill progression through creative and teacher-guided movement. There is equal emphasis on developmentally appropriate musical activities and on rhythmic experiences with musical instruments and creative props.

**Associate Degree Applicable****Transfers to CSU only****CD 133 3 Units****Creative Science and Math Activities for Children****Lecture:** 54 contact hours**Advisory:** READ 015

This course focuses on planning and implementing creative and developmentally appropriate science and math activities for young children. Content includes: life science, physical science, and earth science; creation of scientific environment in the classroom; scientific concepts and the science process skills (observing, comparing, measuring, classifying and predicting); the basic math concepts (classifying, ordering, seriation, patterning, number sense, simple reasoning and counting); and how to create a math environment.

**Associate Degree Applicable****Transfers to CSU only****CD 134 3 Units****Language, Listening and Literature for Children****Lecture:** 54 contact hours**Advisory:** READ 015

This course emphasizes the process of language acquisition in children and techniques and experiences which promote language development and listening skills. It includes the examination of children's literature; teaching strategies for reading picture books to children; presenting poetry; flannel board activities; puppetry and storytelling in the classroom for children ages two through eight.

**Associate Degree Applicable****Transfers to CSU only****CD 136 3 Units****Creative Art Experiences for Children****Lecture:** 54 contact hours**Advisory:** READ 015

This course focuses on establishing an environment for young children that cultivates and nourishes creativity and their aesthetic sense. It includes the principles of creative development; instructional strategies; materials, tools and equipment in an art program; and developmentally appropriate activities and experiences which underscore the emotional, social, physical, and cognitive needs of children from two through eight years of age.

**Associate Degree Applicable****Transfers to CSU only****CD 137 3 Units****Play and Materials for Children****Lecture:** 54 contact hours**Advisory:** READ 015

This course introduces the theories and pedagogies of play and inquiry based learning and development. A focus of the course is on how play, inquiry, pedagogy, assessment and planning are purposefully and holistically integrated across a range of learning contexts. Child centered approaches are examined with a focus on using environments and resources to plan and support learning and development.

**Associate Degree Applicable****Transfers to CSU only**

**CD 138 3 Units****Teaching in a Diverse Society****Lecture:** 54 contact hours**Advisory:** READ 015

This course is an examination of the development of social identities in diverse societies including theoretical and practical implications affecting children, families, programs, teaching, education and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children, from birth through age 8, in becoming competent members of a diverse society will be examined. This course involves self-examination and reflection of related issues in order to better inform teaching practices and program development.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ECE 230**CD 185 3 Units****Infant/Toddler Growth and Development****Lecture:** 54 contact hours**Advisory:** READ 015

This course explores the physical, social-emotional, cognitive, and language development of children from birth to age three. It fulfills the California licensing requirements for infant center personnel and includes infant/toddler interactions and curriculum.

**Associate Degree Applicable****Transfers to CSU only****CD 186 3 Units****Infant and Toddler Curriculum****Lecture:** 54 contact hours**Advisory:** READ 015

This course is a survey of program and curriculum planning for infants and toddlers child care and education settings, including early intervention and inclusive programs, emphasizing curriculum and principles and practices of quality care and developmentally appropriate practices specific to infants, toddlers and two-year-old children, birth to three years.

**Associate Degree Applicable****Transfers to CSU only****CD 205 4 Units****Child Development Practicum / Field Experience****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** CD 105 or CD 105H and CD 113 and CD 114 and CD 126**Advisory:** READ 015

In this supervised field work course, students practice and demonstrate developmentally appropriate early childhood planning and teaching competencies under the supervision of ECE/CD faculty and mentor teachers. Students utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment, and knowledge of curriculum content areas are emphasized. Student teachers design, implement and evaluate experiences that promote positive development for all young children.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ECE 210**CD 210 4 Units****Infant and Toddler Practicum****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** CD 185 and CD 105 or CD 105H**Advisory:** READ 015

This supervised field experience course guides students in applying learned theory into classroom practice and promotes the development of teaching competencies with infants and toddlers at the SBVC Child Development Infant Center or with an approved mentor teacher. The emphasis is on developing appropriate individual programs for infants and toddlers, as well as professional ethics and cooperative relationships with staff, parents and children.

**Associate Degree Applicable****Transfers to CSU only****CD 215 4 Units****Early Intervention and Inclusion Internship****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** CD 105 or CD 105H**Corequisite:** CD 245**Advisory:** READ 015

This course provides a supervised internship as an assistant in an early intervention or inclusion setting with children from birth through eight years. It explores the unique development and guidance of infants, toddlers and young children with disabilities and other special needs. Adaptation of curriculum, natural environments, identification and assessment are discussed.

**Associate Degree Applicable****Transfers to CSU only****CD 244 3 Units****Children with Special Needs****Lecture:** 54 contact hours**Prerequisite:** CD 105 or CD 105H**Advisory:** READ 015

This course introduces the physical, social, emotional and intellectual characteristics of children with disabilities and other special needs. It covers teaching strategies that are sensitive to children with special needs and their families, as well as the legal requirements of educating children with disabilities or other special needs.

**Associate Degree Applicable****Transfers to CSU only****CD 245 3 Units****Early Intervention and Inclusion****Lecture:** 54 contact hours**Prerequisite:** CD 105 or CD 105H**Corequisite:** CD 215**Advisory:** READ 015

This course focuses on theories, research and practical teaching strategies in early intervention and early childhood special education. Students learn intervention techniques and strategies to work with children with disabilities and other special needs.

**Associate Degree Applicable****Transfers to CSU only**

**CD 270 3 Units****Adult Supervision and Mentoring in Early Care and Education****Lecture:** 54 contact hours**Prerequisite:** CD 105 or CD 105H**Advisory:** READ 015

This course presents methods and principles for supervising student teachers, volunteers, staff, and other adults in early care and education settings. The roles and development of early childhood professionals as mentors and leaders is emphasized.

**Associate Degree Applicable****Transfers to CSU only****CD 271 3 Units****Administration I: Programs in Early Childhood Education****Lecture:** 54 contact hours**Prerequisite:** CD 105 or CD 105H and CD 126**Advisory:** READ 015

This course is an introduction to the administration of early childhood programs. It covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. This course also examines the administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program.

**Associate Degree Applicable****Transfers to CSU only****CD 272 3 Units****Administration II: Personnel and Leadership in Early Childhood Education****Lecture:** 54 contact hours**Prerequisite:** CD 105 or CD 105H and CD 126**Advisory:** CD 271 and READ 015

This course provides effective strategies for personnel management and leadership in early care and education settings. It includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program.

**Associate Degree Applicable****Transfers to CSU only**

## Child and Adolescent Development Associate of Arts Transfer Degree

The Associate in Arts in Child and Adolescent Development for Transfer is designed to provide the lower division major courses to transfer to a California State University and earn a bachelor's degree in Child and Adolescent Development, Child Development, Human Development or a related field of study at a California State University (CSU). Course offerings are drawn from psychology, anthropology, sociology, child development and biology. The lower division course work examines research and best practices for positive outcomes for children from conception through adolescence. This interdisciplinary program of study is intended for students who aspire to careers in developmental research, public policy, social work, school psychology, education and similar fields working with children and adolescents.

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.

To earn this Child and Adolescent Development AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- Completion of a minimum of 60 CSU transferrable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU-GE or IGETC before transferring to a CSU.

Students planning on transferring to a four-year institution and major in Early Childhood Education should consult with a counselor regarding the transfer process and lower division requirements.

| Code                                    | Title  | Units |
|---|--|-------|
| <b>Required Courses</b>                 |  |       |
| CD 105<br>or CD 105H                    | Child Growth and Development<br>Child Growth and Development - Honors  | 3     |
| PSYCH 100<br>or PSYCH 100H              | General Psychology<br>General Psychology - Honors  | 3     |
| PSYCH 105<br>or MATH 108<br>or ECON 208 | Statistics for the Behavioral Sciences<br>Introduction to Probability and Statistics<br>Business and Economic Statistics | 4     |
| <b>List A: Select three courses</b>     |  |       |
| ANTHRO 102<br>or ANTHRO 102             | Cultural Anthropology<br>Cultural Anthropology - Honors  | 3     |
| SOC 100<br>or SOC 100H                  | Introduction to Sociology<br>Introduction to Sociology - Honors  | 3     |
| SOC 150                                 | Aging and the Life Course  | 3     |
| SOC 130                                 | Family Sociology   | 3     |
| CD 126                                  | Child, Family, and the Community   | 3     |
| PSYCH 111                               | Developmental Psychology: Lifespan   | 3     |

|  |   |              |
|--|---|--------------|
| BIOL 102   | Human Biology                                   | 3            |
| <b>Select a maximum of two courses</b>           |   |              |
| CD 111   | Observation and Assessment in Child Development | 3            |
| CD 115   | Health, Safety and Nutrition                    | 3            |
| CD 138   | Teaching in a Diverse Society                   | 3            |
| CD 185   | Infant/Toddler Growth and Development           | 3            |
| <b>Code</b>                                      | <b>Title</b>                                    | <b>Units</b> |
| <b>Major Total</b>                               |   | <b>19</b>    |
| <b>Total Units that may be Double-Counted</b>    |   | <b>12-15</b> |
| <b>General Education (CSU-GE or IGETC) Units</b> |   | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |   | <b>16-17</b> |
| <b>Total Units</b>                               |   | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Analyze theories and research related to the psychological, physical, and cognitive development of children and adolescents
- Identify and describe sociological and cultural influences on the development of children and adolescents
- Identify and describe biological and environmental factors that influence human development from conception through adolescence

# Child Development - Associate Teacher Certificate of Achievement

The Associate Teacher Certificate is designed to be the first step toward obtaining entry-level employment in the field of Early Childhood Education in a preschool or child care setting. The Associate Teacher Certificate requires 19 CD units which includes four units of practicum/ supervised experience with young children.

*This Certificate meets the unit and course requirements towards the California Title 5 requirements for the Child Development Associate Teacher Permit. Applications may be obtained through the California Commission on Teacher Credentialing Office or the Child Development Training Consortium (CDTC). After students take CD 205, more days of experience are needed to meet the 50 days of experience requirement for the CD Associate Teacher Permit. Child Development Work Experience, CD 098, may be taken to help meet the 50 day requirement.*

| Code                    | Title                                 | Units |
|-------------------------|---------------------------------------|-------|
| <b>Required Courses</b> |                                       |       |
| CD 105                  | Child Growth and Development          | 3     |
| or CD 105H              | Child Growth and Development - Honors |       |

|   |   |           |
|---|---|-----------|
| CD 113  | Principles and Practices of Teaching Young Children | 3         |
| CD 114  | Introduction to Curriculum                          | 3         |
| CD 126  | Child, Family, and the Community                    | 3         |
| <b>Select One Course from the Following:</b>  |   |           |
| CD 101  | Parent-Child Interaction                            | 3         |
| CD 127  | Guidance of Children                                | 3         |
| <b>Required Course for Experience Working with Children</b>                           |   |           |
| CD 205  | Child Development Practicum / Field Experience      | 4         |
| <b>Recommended Course to Meet 50 Day Requirement for the Associate Teacher Permit</b> |   |           |
| CD 098  | Child Development Work Experience                   | 1-4       |
| <b>Total Units</b>  |   | <b>19</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Develop a personal philosophy that reflects an understanding of:
  - typical and atypical child development in all developmental domains,
  - developmentally appropriate practices in CD programs
  - ethical standards and professional behaviors when working with children and families and
  - indicators of high quality early childhood programs
- Identify the processes and activities that support developmentally appropriate play and learning for children
- Identify resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Develop positive guidance and interaction strategies that support young children's learning and self-confidence
- Write developmentally appropriate curriculum plans

## Child Development - Early Intervention and Inclusion Associate of Arts Degree

This degree prepares individuals to work as early childhood paraprofessionals with expertise in special education and early intervention. The Child Development courses meet the State's competencies for early childhood intervention/early childhood special education paraprofessionals. To graduate with a specialization in Child Development-Early Childhood Intervention and Inclusion, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

| Code   | Title   | Units     |
|--|---|-----------|
| <b>Required Courses</b>  |   |           |
| CD 105   | Child Growth and Development                    | 3         |
| or CD 105H   | Child Growth and Development - Honors           |           |
| CD 111   | Observation and Assessment in Child Development | 3         |
| CD 126   | Child, Family, and the Community                | 3         |
| CD 127   | Guidance of Children                            | 3         |
| CD 185   | Infant/Toddler Growth and Development           | 3         |
| CD 186   | Infant and Toddler Curriculum                   | 3         |
| CD 244   | Children with Special Needs                     | 3         |
| CD 245   | Early Intervention and Inclusion                | 3         |
| <b>Required Courses for Experience Working with Children (8 units)</b> |   |           |
| CD 215   | Early Intervention and Inclusion Internship     | 4         |
| CD 205   | Child Development Practicum / Field Experience  | 4         |
| or CD 210  | Infant and Toddler Practicum                    |           |
| <b>Recommended Course</b>  |   |           |
| CD 109   | Childhood Stress and Trauma                     | 3         |
| <b>Total Units</b>   |   | <b>32</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Differentiate characteristics of typical and atypical development and understand developmental milestones in all domains
- Recognize, understand, interact with and include children with a variety of disabilities and special needs in early childhood settings
- Develop, create, and modify curriculum and individualized education plans to work with children with special needs and disabilities
- Recognize and apply laws and regulations related to working with children and families with disabilities and special needs

- Identify and assess resources for children and families with special needs and disabilities and advocate for the needs of all children and families
- Write and speak clearly to communicate with other professionals, parents and colleagues

## Child Development - Early Intervention and Inclusion Certificate of Achievement

The Early Intervention and Inclusion Certificate prepares individuals to work as early childhood paraprofessionals with expertise in special education and early intervention. The program's perspective is culturally sensitive and family-focused which emphasizes the value of individual differences in young children. This certificate meets the State's competencies for early childhood intervention/early childhood special education paraprofessionals.

*This Certificate meets California Title 5 requirements for the Child Development Associate Teacher Permit. Upon completion of all the courses contact the California Commission on Teacher Credentialing Office for an application.*

| Code   | Title   | Units     |
|--|---|-----------|
| <b>Required Courses</b>                          |   |           |
| CD 105   | Child Growth and Development                    | 3         |
| or CD 105H                                       | Child Growth and Development - Honors           |           |
| CD 111   | Observation and Assessment in Child Development | 3         |
| CD 126   | Child, Family, and the Community                | 3         |
| CD 127   | Guidance of Children                            | 3         |
| CD 185   | Infant/Toddler Growth and Development           | 3         |
| CD 186   | Infant and Toddler Curriculum                   | 3         |
| CD 244   | Children with Special Needs                     | 3         |
| CD 245   | Early Intervention and Inclusion                | 3         |
| <b>Required Experience Working with Children</b> |   |           |
| CD 215   | Early Intervention and Inclusion Internship     | 4         |
| CD 205   | Child Development Practicum / Field Experience  | 4         |
| or CD 210  | Infant and Toddler Practicum                    |           |
| <b>Recommended Course</b>                        |   |           |
| CD 109   | Childhood Stress and Trauma                     | 3         |
| <b>Total Units</b>                               |   | <b>32</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

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### Program Learning Outcomes

At the completion of this program, students will be able to:

- Recognize, understand, interact with and include children with a variety of disabilities and special needs in early childhood settings
- Develop, create, and modify curriculum and individualized education plans to work with children with special needs and disabilities
- Recognize and apply laws and regulations related to working with children and families with disabilities and special needs



- Find and assess resources for children and families with special needs and disabilities and advocate for the needs of all children and families

## Child Development - Family Child Care Provider Certificate of Achievement

The Family Child Care Provider Certificate prepares students for working in family child care or home child care programs. The Family Child Care Certificate requires 25 CD units which includes practicum experience with children.

*This Certificate meets the unit and course requirements towards the California Title 5 requirements for the Child Development Associate Teacher Permit. Applications may be obtained through the California Commission on Teacher Credentialing Office or the Child Development Training Consortium (CDTC). After students take CD 205, more days of experience are needed to meet the 50 days of experience requirement for the CD Associate Teacher Permit. Child Development Work Experience, CD 098, may be taken to help meet the 50 day requirement.*

| Code  | Title   | Units     |
|---|---|-----------|
| <b>Required Courses</b>   |   |           |
| CD 075  | Family Child Care Practices                         | 3         |
| CD 105  | Child Growth and Development                        | 3         |
| or CD 105H  | Child Growth and Development - Honors               |           |
| CD 113  | Principles and Practices of Teaching Young Children | 3         |
| CD 114  | Introduction to Curriculum                          | 3         |
| CD 115  | Health, Safety and Nutrition                        | 3         |
| CD 126  | Child, Family, and the Community                    | 3         |
| <b>Select One Course from the Following:</b>  |   |           |
| CD 061  | Activities for School-Age Children                  | 3         |
| or CD 186   | Infant and Toddler Curriculum                       |           |
| CD 186  | Infant and Toddler Curriculum                       | 3         |
| <b>Practicum Experience Working with Children</b>   |   |           |
| CD 205  | Child Development Practicum / Field Experience      | 4         |
| <b>Recommended Course to Meet the 50 Day Requirement for the Associate Teacher Permit</b> |   |           |
| CD 098  | Child Development Work Experience                   | 1-4       |
| <b>Total Units</b>  |   | <b>25</b> |

| Code                      | Title                                      | Units |
|---------------------------|--|-------|
| <b>Recommended Course</b> |  |       |
| BUSAD 105                 | Small Business Management/Entrepreneurship | 3     |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Recognize licensing regulations, requirements, policies and procedures necessary to run a quality family child care business

- Develop a comprehensive business plan, record keeping system, and contract and policy statements necessary to a family child care business
- Develop a developmentally appropriate, safe and healthy environment and curriculum with activities for children at a variety of ages and stages in a family child care home
- Develop methods to strengthen partnerships with families and obtain community resources for family and children in family child care homes

## Child Development - Infant and Toddler Certificate of Achievement

The Infant/Toddler Certificate is designed to be the first step toward obtaining entry-level employment specializing in infant/toddler care. Students will be prepared to work with infants/toddlers (0-36 months) enabling the student to assist a teacher in a public infant/toddler program or teach infants/toddlers in a private child care setting. The Infant/Toddler Certificate requires 25 CD units, which includes four units of CD Practicum/Field Work experience with infants/toddlers.

| Code  | Title   | Units     |
|---|---|-----------|
| <b>Required Courses</b>   |   |           |
| CD 105  | Child Growth and Development                    | 3         |
| or CD 105H  | Child Growth and Development - Honors           |           |
| CD 111  | Observation and Assessment in Child Development | 3         |
| CD 126  | Child, Family, and the Community                | 3         |
| CD 127  | Guidance of Children                            | 3         |
| CD 185  | Infant/Toddler Growth and Development           | 3         |
| CD 186  | Infant and Toddler Curriculum                   | 3         |
| CD 244  | Children with Special Needs                     | 3         |
| <b>Experience Working with Children from Ages Birth-24 Months</b> |   |           |
| CD 205  | Child Development Practicum / Field Experience  | 4         |
| or CD 210   | Infant and Toddler Practicum                    |           |
| <b>Total Units</b>  |   | <b>25</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify and assess patterns of typical and atypical development for infants and toddlers
- Observe and assess components of infant and toddler environments and compare with high quality components, health and safety & licensing regulations, foundations and guidelines
- Observe and assess development of infants and toddlers and plan and create individual curriculum to meet the unique needs of each child
- Develop strategies to form partnerships with parents and identify local resources for families of infants and toddlers
- Create a developmentally appropriate philosophy for working with infants and toddlers in groups based on best practices and current research

# Child Development - Master Teacher Certificate of Achievement

The Master Teacher Certificate is designed to prepare students to supervise, mentor and assist other teachers and aides in a preschool or child care and education setting. The Master Teacher Certificate requires 37 CD units which includes six specialization units and 4 units of CD Practicum/ Field Work experience with children preschool-12 years of age plus a minimum of 16 general education units. General Education units need to come from the each of the following categories and meet Valley College GE requirements: English, Social and Behavioral Sciences, Humanities and Math or Science.

*This Certificate meets the course and unit requirement for the Master Teacher Permit through the California Commission on Teacher Credentialing. Please note that students must also meet the experience requirement of 350 days of 3+ hours per day within 4 years.*

| Code  | Title   | Units    |
|---|---|----------|
| <b>Required Courses</b>   |   |          |
| CD 105  | Child Growth and Development                                | 3        |
| or CD 105H  | Child Growth and Development - Honors                       |          |
| CD 111  | Observation and Assessment in Child Development             | 3        |
| CD 113  | Principles and Practices of Teaching Young Children         | 3        |
| CD 114  | Introduction to Curriculum                                  | 3        |
| CD 115  | Health, Safety and Nutrition                                | 3        |
| CD 126  | Child, Family, and the Community                            | 3        |
| CD 127  | Guidance of Children  | 3        |
| CD 138  | Teaching in a Diverse Society                               | 3        |
| CD 270  | Adult Supervision and Mentoring in Early Care and Education | 3        |
| <b>Required Child Development Specialization Courses- Select 6 units from one specialization below:</b> |   | <b>6</b> |
| Creative Curriculum Specialization:   |   |          |
| CD 130  | Creative Music and Movement for Children                    | 3        |
| CD 133  | Creative Science and Math Activities for Children           | 3        |
| CD 134  | Language, Listening and Literature for Children             | 3        |
| CD 136  | Creative Art Experiences for Children                       | 3        |
| CD 137  | Play and Materials for Children                             | 3        |
| Guidance Specialization:  |   |          |
| CD 101  | Parent-Child Interaction                                    | 3        |
| CD 127  | Guidance of Children  | 3        |
| Infant/Toddler Specialization:  |   |          |
| CD 185  | Infant/Toddler Growth and Development                       | 3        |
| CD 186  | Infant and Toddler Curriculum                               | 3        |
| School-Age Specialization:  |   |          |
| CD 060  | Understanding School-Age Children                           | 3        |
| CD 061  | Activities for School-Age Children                          | 3        |
| Special Needs Specialization:   |   |          |
| CD 109  | Childhood Stress and Trauma                                 | 3        |
| CD 244  | Children with Special Needs                                 | 3        |
| CD 245  | Early Intervention and Inclusion                            | 3        |
| <b>Experience Working with Children: Select One</b>   |   |          |

|  |   |              |
|--|---|--------------|
| CD 205   | Child Development Practicum / Field Experience          | 4            |
| CD 210   | Infant and Toddler Practicum                            | 4            |
| <b>General Education Requirements: Select one to two courses from each of the general education categories below to meet the requirements for the Master Teacher Permit (16 units minimum)</b> |   |              |
| Arts and Humanities: (3-5 units)   |   |              |
| ASL 109  | American Sign Language I                                | 4            |
| ART 103  | Art Appreciation  | 3            |
| MUS 100  | Music Appreciation                                      | 3            |
| SPAN 101   | College Spanish I                                       | 5            |
| SPAN 102   | College Spanish II                                      | 5            |
| or SPAN 102H   | College Spanish II - Honors                             |              |
| THART 100  | Introduction to the Theatre                             | 3            |
| English Language Communication: (4 units)  |   |              |
| COMMST 100   | Elements of Public Speaking                             | 3            |
| or COMMST 100H   | Elements of Public Speaking - Honors                    |              |
| ENGL 101   | Freshman Composition                                    | 4            |
| or ENGL 101H   | Freshman Composition-Honors                             |              |
| Natural Science or Mathematics: (4-5 units)  |   |              |
| ANTHRO 106   | Biological Anthropology                                 | 3            |
| or ANTHRO 106H   | Biological Anthropology - Honors                        |              |
| BIOL 100   | General Biology   | 4            |
| GEOG 110   | Physical Geography                                      | 3            |
| MATH 095   | Intermediate Algebra                                    | 4-5          |
| or MATH 096  | Elementary and Intermediate Algebra                     |              |
| MATH 108   | Introduction to Probability and Statistics              | 4            |
| or PSYCH 105   | Statistics for the Behavioral Sciences                  |              |
| PSYCH 141  | Introduction to Biological Psychology                   | 3            |
| Social and Behavioral Sciences: (3 units)  |   |              |
| ANTHRO 102   | Cultural Anthropology                                   | 3            |
| or ANTHRO 102H   | Cultural Anthropology - Honors                          |              |
| HIST 137   | Experiences of Racial and Ethnic Groups in U.S. History | 3            |
| POLIT 100  | American Politics                                       | 3            |
| PSYCH 100  | General Psychology                                      | 3            |
| or PSYCH 100H  | General Psychology - Honors                             |              |
| SOC 100  | Introduction to Sociology                               | 3            |
| or SOC 100H  | Introduction to Sociology - Honors                      |              |
| SOC 130  | Family Sociology  | 3            |
| Select One General Education Elective Course: (2-3 units)  |   |              |
| <b>Total Units</b>   |   | <b>53-57</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Develop an integrated personal philosophy into classroom practices that reflects an understanding of typical child development, health safety and nutrition, developmentally, culturally and linguistically appropriate practices, ethical and professional practices and high quality standards

- Use the observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children
- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Apply effective positive guidance and interaction strategies that support young children's learning, self-confidence and identity
- Develop a specialization in Child Development using 6 units of a content area in a specific area
- Identify stages of adult development and learning, and implement strategies to mentor adults who are learning to work with children

## Child Development - School Age Certificate of Achievement

The School-Age Certificate is designed to be the first step toward entry level employment specializing in the care of children from 6-12 years. It prepares students for working in before and after-school programs or child care facilities that serve older children.

*This Certificate meets the course and unit requirements for the Child Development Associate Teacher Permit with a School-Age Emphasis and the Child Development Associate Teacher Permit through the California Commission on Teacher Credentialing. Applications can be obtained through the California Commission on Teacher Credentialing Office. More days of experience are needed to meet the 50 days of experience requirement for the CD Associate Teacher Permit. Child Development Work Experience, CD 098, may be taken to help meet the 50 day requirement.*

| Code  | Title   | Units     |
|---|---|-----------|
| <b>Required Courses</b>   |   |           |
| CD 060  | Understanding School-Age Children                   | 3         |
| CD 061  | Activities for School-Age Children                  | 3         |
| CD 105  | Child Growth and Development                        | 3         |
| or CD 105H  | Child Growth and Development - Honors               |           |
| CD 113  | Principles and Practices of Teaching Young Children | 3         |
| CD 114  | Introduction to Curriculum                          | 3         |
| CD 126  | Child, Family, and the Community                    | 3         |
| CD 127  | Guidance of Children                                | 3         |
| CD 138  | Teaching in a Diverse Society                       | 3         |
| <b>Experience Observing and Interacting with Children Age 6-12 Years</b>                  |   |           |
| CD 111  | Observation and Assessment in Child Development     | 3         |
| <b>Recommended Course to Meet the 50 Day Requirement for the Associate Teacher Permit</b> |   |           |
| CD 098  | Child Development Work Experience                   | 1-4       |
| <b>Total Units</b>  |   | <b>27</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Observe and assess the development of school-age children to understand typical and atypical development and learning and to create appropriate environments and curriculum
- Create developmentally appropriate curriculum and written activity plans for school-age children using all developmental domains, multiple intelligences, and a variety of learning modalities
- Develop a school-age before and after school program philosophy based good practice, health and safety, state regulations, and the developmental needs of school age children

## Child Development - Site Supervisor Certificate of Achievement

The Site Supervisor Certificate is designed to prepare students with the knowledge and skills necessary to be qualified as a preschool or child care center site supervisor.

*Students completing a Site Supervisor Certificate meet the academic requirements for the CD Site Supervisor Permit. Please note that the field experience requirement for the Site Supervisor Permit requires 350 days of 3+ hours per day within four years including at least 100 days of supervising adults. With this Certificate, and CD Permit, students qualify to be Child Development Center Directors in private Title 22 Programs as long as they also have two years of teaching experience in a licensed center.*

| Code                                | Title  | Units    |
|-------------------------------------|--|----------|
| <b>Required Courses</b>             |  |          |
| CD 105                              | Child Growth and Development   | 3        |
| or CD 105H                          | Child Growth and Development - Honors                                    |          |
| CD 111                              | Observation and Assessment in Child Development                          | 3        |
| CD 113                              | Principles and Practices of Teaching Young Children                      | 3        |
| CD 114                              | Introduction to Curriculum   | 3        |
| CD 115                              | Health, Safety and Nutrition   | 3        |
| CD 126                              | Child, Family, and the Community   | 3        |
| CD 138                              | Teaching in a Diverse Society  | 3        |
| CD 270                              | Adult Supervision and Mentoring in Early Care and Education              | 3        |
| CD 271                              | Administration I: Programs in Early Childhood Education                  | 3        |
| CD 272                              | Administration II: Personnel and Leadership in Early Childhood Education | 3        |
| <b>Select two of the following:</b> |  | <b>6</b> |
| CD 130                              | Creative Music and Movement for Children                                 | 3        |
| CD 133                              | Creative Science and Math Activities for Children                        | 3        |
| CD 134                              | Language, Listening and Literature for Children                          | 3        |
| CD 136                              | Creative Art Experiences for Children                                    | 3        |
| <b>Select one of the following:</b> |  | <b>3</b> |
| CD 060                              | Understanding School-Age Children  | 3        |
| CD 061                              | Activities for School-Age Children                                       | 3        |
| CD 100                              | Introduction to Child Development  | 3        |
| CD 109                              | Childhood Stress and Trauma  | 3        |
| CD 127                              | Guidance of Children   | 3        |

|   |   |              |
|---|---|--------------|
| CD 185  | Infant/Toddler Growth and Development                   | 3            |
| CD 186  | Infant and Toddler Curriculum                           | 3            |
| CD 244  | Children with Special Needs                             | 3            |
| <b>Experience Working with Children: Select One</b>   |   |              |
| CD 205  | Child Development Practicum / Field Experience          | 4            |
| CD 210  | Infant and Toddler Practicum                            | 4            |
| <b>General Education Requirements: Select one to two courses from each of the general education categories below to meet the requirements for the Site Supervisor Permit (16 units minimum)</b> |   |              |
| Arts and Humanities: (3-5 units)  |   |              |
| ASL 109   | American Sign Language I                                | 4            |
| ART 103   | Art Appreciation  | 3            |
| MUS 100   | Music Appreciation                                      | 3            |
| SPAN 101  | College Spanish I                                       | 5            |
| SPAN 102  | College Spanish II                                      | 5            |
| or SPAN 102H  | College Spanish II - Honors                             |              |
| THART 100   | Introduction to the Theatre                             | 3            |
| English Language Communication: (4 units)   |   |              |
| COMMST 100  | Elements of Public Speaking                             | 3            |
| or COMMST 10  | Elements of Public Speaking - Honors                    |              |
| ENGL 101  | Freshman Composition                                    | 4            |
| or ENGL 101H  | Freshman Composition-Honors                             |              |
| Natural Science or Mathematics: (4-5 units)   |   |              |
| ANTHRO 106  | Biological Anthropology                                 | 3            |
| or ANTHRO 106H  | Biological Anthropology - Honors                        |              |
| BIOL 100  | General Biology   | 4            |
| GEOG 110  | Physical Geography                                      | 3            |
| MATH 095  | Intermediate Algebra                                    | 4-5          |
| or MATH 096   | Elementary and Intermediate Algebra                     |              |
| MATH 108  | Introduction to Probability and Statistics              | 4            |
| or PSYCH 105  | Statistics for the Behavioral Sciences                  |              |
| PSYCH 141   | Introduction to Biological Psychology                   | 3            |
| Social and Behavioral Sciences: (3 units)   |   |              |
| ANTHRO 102  | Cultural Anthropology                                   | 3            |
| or ANTHRO 102H  | Cultural Anthropology - Honors                          |              |
| HIST 137  | Experiences of Racial and Ethnic Groups in U.S. History | 3            |
| PSYCH 100   | General Psychology                                      | 3            |
| or PSYCH 100H   | General Psychology - Honors                             |              |
| SOC 100   | Introduction to Sociology                               | 3            |
| or SOC 100H   | Introduction to Sociology - Honors                      |              |
| SOC 130   | Family Sociology  | 3            |
| Select one General Education Elective Course (2-3 units)  |   |              |
| <b>Total Units</b>  |   | <b>59-63</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Develop an integrated a personal philosophy into classroom practices that reflects an understanding of typical child development, health,

safety and nutrition, developmentally, culturally and linguistically appropriate practices and high quality standards

- Use the observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children
- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Apply effective positive guidance and interaction strategies that support young children’s learning, self-confidence and identity
- Identify stages of adult development and learning, and implement strategies to mentor adults who are learning to work with children
- Apply administration skills related to various types of early care and education programs

## Child Development - Teacher Certificate of Achievement

The Teacher Certificate is designed for individuals working with children in a preschool or child care setting. The certificate focuses on developing age-appropriate curriculum for the classroom and observation/assessment of children. The Teacher Certificate requires 31 CD units which includes 4 units of CD Practicum/ Field Work with young children plus 16 general education units as specified.

*This Certificate meets the course and unit requirement for the Teacher Permit through the California Commission on Teacher Credentialing. Please note that students must also meet the experience requirements of 175 days of 3+ hours per day within 4 years.*

| Code   | Title   | Units |
|--|---|-------|
| <b>Required Courses</b>  |   |       |
| CD 105   | Child Growth and Development                        | 3     |
| or CD 105H   | Child Growth and Development - Honors               |       |
| CD 111   | Observation and Assessment in Child Development     | 3     |
| CD 113   | Principles and Practices of Teaching Young Children | 3     |
| CD 114   | Introduction to Curriculum                          | 3     |
| CD 115   | Health, Safety and Nutrition                        | 3     |
| CD 126   | Child, Family, and the Community                    | 3     |
| CD 138   | Teaching in a Diverse Society                       | 3     |
| <b>Select two Curriculum Courses:</b>                            |   |       |
| CD 130   | Creative Music and Movement for Children            | 3     |
| CD 133   | Creative Science and Math Activities for Children   | 3     |
| CD 134   | Language, Listening and Literature for Children     | 3     |
| CD 136   | Creative Art Experiences for Children               | 3     |
| CD 137   | Play and Materials for Children                     | 3     |
| <b>Required CD Practicum/Field Work Experience with Children</b> |   |       |
| CD 205   | Child Development Practicum / Field Experience      | 4     |
| <b>Recommended Courses</b>                                       |   |       |
| CD 109   | Childhood Stress and Trauma                         | 3     |
| CD 185   | Infant/Toddler Growth and Development               | 3     |
| CD 244   | Children with Special Needs                         | 3     |

**General Education Requirements: Select one to two courses from each of the general education categories below to meet the requirements for the Teacher Permit (16 units minimum)**

|   |   |              |
|---|---|--------------|
| Arts and Humanities: (3-5 units)                          |   |              |
| ASL 109   | American Sign Language I                                | 4            |
| ART 103   | Art Appreciation  | 3            |
| MUS 100   | Music Appreciation                                      | 3            |
| SPAN 101  | College Spanish I                                       | 5            |
| SPAN 102  | College Spanish II                                      | 5            |
| or SPAN 102H  | College Spanish II - Honors                             |              |
| THART 100   | Introduction to the Theatre                             | 3            |
| English Language Communication: (4 units)                 |   |              |
| COMMST 100  | Elements of Public Speaking                             | 3            |
| or COMMST 10  | Elements of Public Speaking - Honors                    |              |
| ENGL 101  | Freshman Composition                                    | 4            |
| or ENGL 101H  | Freshman Composition-Honors                             |              |
| Natural Science or Mathematics: (4-5 units)               |   |              |
| ANTHRO 106  | Biological Anthropology                                 | 3            |
| or ANTHRO 106H  | Biological Anthropology - Honors                        |              |
| BIOL 100  | General Biology   | 4            |
| GEOG 110  | Physical Geography                                      | 3            |
| MATH 095  | Intermediate Algebra                                    | 4-5          |
| or MATH 096   | Elementary and Intermediate Algebra                     |              |
| MATH 108  | Introduction to Probability and Statistics              | 4            |
| or PSYCH 105  | Statistics for the Behavioral Sciences                  |              |
| PSYCH 141   | Introduction to Biological Psychology                   | 3            |
| Social and Behavioral Sciences: (3 units)                 |   |              |
| ANTHRO 102  | Cultural Anthropology                                   | 3            |
| or ANTHRO 102H  | Cultural Anthropology - Honors                          |              |
| HIST 137  | Experiences of Racial and Ethnic Groups in U.S. History | 3            |
| POLIT 100   | American Politics                                       | 3            |
| PSYCH 100   | General Psychology                                      | 3            |
| or PSYCH 100H   | General Psychology - Honors                             |              |
| SOC 100   | Introduction to Sociology                               | 3            |
| or SOC 100H   | Introduction to Sociology - Honors                      |              |
| SOC 130   | Family Sociology  | 3            |
| Select One General Education Elective Course: (2-3 units) |   |              |
| <b>Total Units</b>  |   | <b>47-51</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Develop an integrated personal philosophy into classroom practices that reflects an understanding of typical and atypical child development, healthy, safe and nutritious practices, developmentally, culturally and linguistically appropriate practices and ethical standards and professional behaviors when working with children and families
- Use observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and

activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children

- Develop strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Apply effective positive guidance and interaction strategies that support young children's learning, self-confidence and identity
- Write comprehensive developmentally appropriate curriculum plans in a variety of curriculum areas

## Child Development Associate of Arts Degree

This degree contains the core eight courses needed for transfer and the necessary course work to be a qualified early childhood educator. To graduate with a specialization in Child Development, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

*Students completing the degree will qualify for the unit and course requirements necessary to apply for the California State Child Development Teacher Permit.*

| Code   | Title   | Units     |
|--|---|-----------|
| <b>Required Courses</b>  |   |           |
| CD 105   | Child Growth and Development                        | 3         |
| or CD 105H   | Child Growth and Development - Honors               |           |
| CD 111   | Observation and Assessment in Child Development     | 3         |
| CD 113   | Principles and Practices of Teaching Young Children | 3         |
| CD 114   | Introduction to Curriculum                          | 3         |
| CD 115   | Health, Safety and Nutrition                        | 3         |
| CD 126   | Child, Family, and the Community                    | 3         |
| CD 138   | Teaching in a Diverse Society                       | 3         |
| <b>Select one of the following:</b>                                  |   | <b>3</b>  |
| CD 100   | Introduction to Child Development                   | 3         |
| CD 108   | Early Childhood Development                         | 3         |
| CD 109   | Childhood Stress and Trauma                         | 3         |
| CD 127   | Guidance of Children                                | 3         |
| CD 130   | Creative Music and Movement for Children            | 3         |
| CD 133   | Creative Science and Math Activities for Children   | 3         |
| CD 134   | Language, Listening and Literature for Children     | 3         |
| CD 136   | Creative Art Experiences for Children               | 3         |
| CD 185   | Infant/Toddler Growth and Development               | 3         |
| CD 186   | Infant and Toddler Curriculum                       | 3         |
| CD 244   | Children with Special Needs                         | 3         |
| <b>Required Course for Supervised Field Experience with Children</b> |   |           |
| CD 205   | Child Development Practicum / Field Experience      | 4         |
| <b>Total Units</b>   |   | <b>28</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Integrate a personal philosophy into classroom practices that reflects an understanding of:
  - typical and atypical child development in all developmental domains,
  - healthy, safe and nutritious practices in CD programs,
  - developmentally, culturally and linguistically appropriate practices in CD programs
  - ethical standards and professional behaviors when working with children and families and
  - indicators of high quality early childhood programs
- Use observation, planning and implementation cycle to create, implement and evaluate environments, individualized curriculum and activities that support developmentally, culturally and linguistically appropriate, inclusive, play and learning for children
- Demonstrate strategies to respect the diversity of children and families and then empower families, and use resources that promote supportive relationships and partnerships between programs, teachers, families and their communities
- Apply effective positive guidance and interaction strategies that support young children’s learning, self-confidence and identity

## Early Childhood Education Associate of Science Transfer Degree

The Associate in Science in Early Childhood Education for Transfer is designed to provide the lower division major courses to transfer to a California State University and earn a Bachelor’s degree in Child Development, Human Development or Early Childhood Education. This program focuses on the theories and developmentally appropriate inclusive practices for educating children from birth to age eight. Study in the major includes coverage of child development and socialization, observation and assessment, curriculum development, culturally and linguistically appropriate teaching, as well as excellent health, safety, and nutrition practices in early care and education. This degree prepares students for teaching in early care and education settings as well as transfer.

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.

To earn this Early Childhood Education AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");

- Completion of a minimum of 60 CSU transferrable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning on transferring to a four-year institution and major in Early Childhood Education should consult with a counselor regarding the transfer process and lower division requirements.

| Code                    | Title   | Units |
|-------------------------|---|-------|
| <b>Required Courses</b> |   |       |
| CD 105                  | Child Growth and Development <sup>1</sup>           | 3     |
| or CD 105H              | Child Growth and Development - Honors               |       |
| CD 111                  | Observation and Assessment in Child Development     | 3     |
| CD 113                  | Principles and Practices of Teaching Young Children | 3     |
| CD 114                  | Introduction to Curriculum                          | 3     |
| CD 115                  | Health, Safety and Nutrition                        | 3     |
| CD 126                  | Child, Family, and the Community                    | 3     |
| CD 138                  | Teaching in a Diverse Society                       | 3     |
| CD 205                  | Child Development Practicum / Field Experience      | 4     |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>25</b>    |
| <b>Total Units That May Be Double Counted</b>    |       | <b>6</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>2-4</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Integrate understanding of the needs, the characteristics and multiple influences on development of children birth to age eight as related to high quality care and education of young children
- Design, implement and evaluate environments and activities that support positive, developmental play and learning outcomes for all young children
- Apply effective guidance and interaction strategies that support all children’s social learning, identity and self-confidence
- Develop strategies that promote partnerships between programs, teachers, families and their communities

- Apply ethical standards and professional behaviors that demonstrate understanding and knowledge, deepening the commitment to the Early Care and Education profession

## Chinese - Mandarin (CHIN) Courses

### CHIN 101 5 Units

#### College Mandarin Chinese I

**Lecture:** 90 contact hours

In this course students develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns along with an introduction to the Chinese history, culture, and the geography of the Chinese speaking world.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### CHIN 102 5 Units

#### College Mandarin Chinese II

**Lecture:** 90 contact hours

**Prerequisite:** CHIN 101

In this course students will continue to develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning/intermediate level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns and expands upon the history, culture, and the geography of the Chinese speaking world.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

## Communication Studies

Courses offered by the Department of Communication Studies are designed to foster practical communication skills. The emphasis is the development of the skills and techniques essential for effective public and interpersonal communication - a prerequisite for both occupational and personal success. Students planning to transfer to a four-year institution and major in Communication Studies should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Arts and Humanities

Division Phone Number: (909) 384-8633

Faculty Chair: Susan Mattson (smattson@sbccd.edu), M.A.

- 
- Communication Studies Associate of Arts Transfer Degree (p. 144)

### COMMST 100 3 Units

#### Elements of Public Speaking

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** COMM 110

### COMMST 100H 3 Units

#### Elements of Public Speaking - Honors

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course focuses on training in the application of the concepts, principles, and skills of effective public speaking. Concepts such as structure, adapting messages to culturally diverse audiences, research principles, and critical evaluation of evidence and arguments are explored. Delivery, listening, and feedback skills are also discussed and practiced in a variety of presentations. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** COMM 110

### COMMST 111 3 Units

#### Interpersonal Communication

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

Interpersonal communication examines the dynamics of the communication process within the context of interpersonal relationships (those with friends, families, romantic partners, and co-workers). Influences of self-concept, perception, listening, verbal and non-verbal communication, and emotional expression are explored. Principles of relationship development, communication climate, self-disclosure, and conflict management are also discussed. Rhetorical principles are also practiced, and faculty supervised/evaluated in a variety of ways.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** COMM 130

### COMMST 125 3 Units

#### Critical Thinking Through Argumentation and Debate

**Lecture:** 54 contact hours

**Advisory:** COMMST 100 or COMMST 100H and READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is designed to provide an oral approach to critical thinking skills which includes individual and group debates. It also provides instruction in language, argument structure, types of reasoning, evaluation of evidence, fallacies in reasoning, and case development strategies.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** COMM 120

**COMMST 135 3 Units****Mass Media and Society****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course explores the history, effects, and role of the mass media in the U.S. The major forms of mass communication are studied (television, radio, film, newspapers and magazines). There is also a focus on critical analysis of media messages, effects of media on individual and society, and theories of communication. Students move beyond being consumers of media to analysts of media.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** JOUR 100**COMMST 140 3 Units****Small Group Communication****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for ENGL 101 or 101H as determined by the SBVC assessment process.

This course explores discussion principles, communication skills, conflict management, participation practices, and leadership within small groups in a variety of contexts. Group formation, verbal and non-verbal communication, listening, and decision-making procedures are also examined. Emphasis is on group participation, group discussion, and group projects/presentations.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** COMM 140**COMMST 174 3 Units****Intercultural Communication****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined through the SBVC assessment process.

This course focuses on the communication behaviors and values common to all cultures and ethnic groups and on the differences that insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, perception, prejudice, values and expectations. Students will learn to overcome the communication problems that can result when members of other cultures communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. Students will also acquire a greater appreciation for others.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** COMM 150**COMMST 176 3 Units****Gender Differences in Communication****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for ENGL 101 or ENGL 101H as determined through the SBVC assessment process.

This course explores the gender differences evident in communication. Students will examine the theories concerning gender differences, issues of gender in a variety of contexts (families, relationships, the workplace, the media, school), and the differences in the communication patterns resulting from gender.

**Associate Degree Applicable****Transfers to both UC/CSU**

## Communication Studies Associate of Arts Transfer Degree

The Associate in Arts for Transfer (AA-T) in Communication Studies encourages student to examine and evaluate human communication across and within various contexts for the purpose of increasing communication competence.

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.

To earn a Communication Studies AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Communication Studies should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title  | Units      |
|--|--|------------|
| <b>Required Core Course</b>  |  |            |
| COMMST 100   | Elements of Public Speaking  | 3          |
|  | or COMMST 10 Elements of Public Speaking - Honors                    |            |
| <b>List A - Select two of the following:</b>   |  | <b>6</b>   |
| COMMST 111   | Interpersonal Communication  | 3          |
| COMMST 125   | Critical Thinking Through Argumentation and Debate                   | 3          |
| COMMST 140   | Small Group Communication  | 3          |
| <b>List B - Select two of the following (or any course not used from List A):</b>    |  | <b>6-7</b> |
| COMMST 135   | Mass Media and Society   | 3          |
| COMMST 174   | Intercultural Communication  | 3          |
| ENGL 102   | Intermediate Composition and Critical Thinking                       | 4          |
|  | or ENGL 102H Intermediate Composition and Critical Thinking - Honors |            |
| <b>List C - Select one of the following or any course not used from List A or B:</b> |  |            |
| COMMST 176   | Gender Differences in Communication                                  | 3          |
| ENGL 151   | Freshman Composition and Literature                                  | 3          |
| PSYCH 100  | General Psychology   | 3          |
|  | or PSYCH 100H General Psychology - Honors                            |            |
| SOC 100  | Introduction to Sociology  | 3          |
|  | or SOC 100H Introduction to Sociology - Honors                       |            |



| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18-19</b> |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>16-18</b> |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate their understanding of various forms of human communication evaluated by written or oral assessments
- Assess situations and identify the appropriate communication skills to utilize according to the context they are in, which will be evaluated by written or objective assessments

## Computer Information Technology

The Computer Information Technology (CIT) Department provides a program of study for students who are preparing for employment in Information Technology or are preparing to transfer to a 4-year institution in Information Technology/Information Systems. The CIT Department offers a complete introduction to computers and software, specific training in selected software packages, and advanced courses dealing with networks, specialized programming techniques, and management of Information Technology.

### Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)

Division Phone Number: (909) 384-8520

Faculty Chair: Reginald Metu ([rmetu@sbccd.edu](mailto:rmetu@sbccd.edu)), Ed.D.

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- Administrative Assistant Certificate of Achievement (p. 150)
  - Android Application Security Support Specialist Certificate of Achievement (p. 150)
  - Cisco Certified Network Associate Certificate of Career Preparation (p. 150)
  - CIT - Management Information Systems Associate of Science Degree (p. 151)
  - CIT - Management Information Systems Certificate of Achievement (p. 151)
  - CIT - Office Technology Associate of Arts Degree (p. 152)
  - Computer Network Support Specialist Certificate of Achievement (p. 152)
  - Computer Support Specialist Certificate of Achievement (p. 153)
  - Digital Forensics Certificate of Achievement (p. 153)

- Information Security and Cyber Defense Certificate of Achievement (p. 154)
- Information Systems and Technology Associate of Science Degree (p. 154)
- iOS Application Security Support Specialist Certificate of Achievement (p. 155)
- Medical Coding and Billing Certificate of Achievement (p. 155)
- Office Technology Fundamentals Certificate of Completion (p. 156)
- Web Application Security Support Specialist Certificate of Achievement (p. 156)

### CIT 010 3 Units

#### Beginning Keyboarding and Word Processing

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

This course covers the fundamentals of keyboarding including operation of a standard keyboard by touch. It includes instruction and practice in formatting a variety of personal and business documents, such as letters, reports, and tables. The use of speed and accuracy drills designed to develop a keyboarding speed of 30 words per minute for five minutes will be utilized. This is a combined Part I and Part II course students can complete in one semester.

**Associate Degree Applicable**

### CIT 013 3 Units

#### Intermediate Keyboarding

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** CIT 010

This course provides instruction in touch control of the computer keyboard, and is designed to develop a keyboarding speed of 45 net words per minute for five minutes. In addition, students receive instruction in the preparation of basic business documents using word processing software.

**Associate Degree Applicable**

### CIT 021 4 Units

#### Word Processing: Comprehensive Microsoft Word

**Lecture:** 72 contact hours

**Advisory:** CIT 010 or CIT 100

This course focuses on the production of professional quality documents using Microsoft Word comprehensive features: creating office documents, set up tabs and margins, set text in columns or tables, apply graphic elements, perform mail merge, sorting, numbering, bullets, symbols, prepare multiple page documents, using headers and footers, quick parts, themes and styles, references, forms, table of content, indexing, macros, and preparing students for Microsoft Certified Application Specialist exam.

**Associate Degree Applicable**

### CIT 026 3 Units

#### Computer Graphics

**Lecture:** 54 contact hours

**Advisory:** CIT 101

This course is an introduction to graphic design using graphic software to create professional-looking documents.

**Associate Degree Applicable**

### CIT 031 3 Units

#### Business English

**Lecture:** 54 contact hours

This course is a review of basic grammar, punctuation, capitalization, vocabulary, and spelling. Emphasis is placed on grammar and vocabulary building for effective business communications.

**Associate Degree Applicable**

**CIT 045 3 Units****Medical Insurance Billing and Coding****Lecture:** 54 contact hours**Prerequisite:** CIT 010 and CIT 144

This course covers ICD/CPT coding, insurance terminology, computerized billing, claims management, and the Health Insurance Portability and Accountability Act (HIPAA).

**Associate Degree Applicable****CIT 048 3 Units****Medical Office Procedures****Lecture:** 54 contact hours**Prerequisite:** CIT 010 and CIT 144

The course covers law and ethics, data entry, appointment scheduling, and billing procedures using computer software to provide real life medical office scenarios.

**Associate Degree Applicable****CIT 050 3 Units****Medical Records and Health Information****Lecture:** 54 contact hours**Prerequisite:** CIT 010 and CIT 144

This course prepares students for entry-level positions in medical records. Topics covered include the unique aspects of file management including transfer, release, storage, retrieval, and destruction of records and files. Information includes the latest computer technologies, electronic medical records and electronic health records to access, manage and share protected health information. An introduction to electronic billing, coding, medical ethics, confidentiality, and the laws that govern privacy are also a part of this course.

**Associate Degree Applicable****CIT 051 3 Units****Introduction to Electronic Health Records****Lecture:** 54 contact hours**Prerequisite:** CIT 048

This course introduces the health information technology (HIT) utilized in electronic health records (EHR) systems and fiscal management. Students will obtain hands-on experience through integrated practice management software to obtain a comprehensive picture of health information technology. There is an emphasis on quality assurance, legal, and ethical practices of documenting the clinical and administrative tasks that take place for a total patient encounter.

**Associate Degree Applicable****CIT 088 3 Units****Introduction to Android Security****Lecture:** 36 contact hours**Lab:** 54 contact hours

This is an introductory course in Android security. The course covers why it is critical to build security into Android apps in all phases of the system design lifecycle. The course will also cover improved programming processes to promote safety, as well as how to provide countermeasures for the numerous threats to which Android application and its users are exposed using software and hardware tools available in the industry.

**Associate Degree Applicable****CIT 089 3 Units****Introduction to iOS Application Security****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course focuses on the iOS (Internetwork Operating System) platform and application security. This course is for beginners interested in understanding the iOS Security. How to analyze applications on this platform using a variety of cutting-edge tools and techniques will be covered.

**Associate Degree Applicable****CIT 090 3 Units****Introduction to Web Security****Lecture:** 36 contact hours**Lab:** 54 contact hours

This introductory course in web security targets students and other computer professionals who have some networking and administrative skills in Windows-based networks. Students will become familiar with other operating systems, such as OS X, Unix, or Linux. This course will help participants who want to further a career in Information Technology by acquiring an elementary knowledge of security topics. The course further helps students as they prepare for the CompTIA Security+ Certification examination.

**Associate Degree Applicable****CIT 091 3 Units****Computer Network Fundamentals (Cisco Networking Academy)****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course is the first course in the Cisco Academy Program sequence and 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.

**Associate Degree Applicable****CIT 092 3 Units****Basic Switching and Routing (Cisco Networking Academy)****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 091

This course is the second course in four-course sequence-preparing students to take the Cisco Certified Network Associate certification examination and prepares students to take the Cisco Certified Entry Networking Technician certification exam. This course teaches comprehensive networking concepts and skills from network applications to the protocols and services provided to those applications by the lower layers of the network.

**Associate Degree Applicable**

**CIT 093 3 Units****Advanced Routing and Switching Cisco (Cisco Networking Academy)****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 092

This course provides students with classroom and laboratory experience in configuring, managing, and troubleshooting routers and switches in large and complex IPv4 and IPv6 networks. In depth experience configuring, managing, and troubleshooting complex protocols such as OSPF, EIGRP, STP, and VTP.

**Associate Degree Applicable****CIT 094 3 Units****Wide Area Network Technologies and Network Services (Cisco Networking Academy)****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 093

This is the fourth and final course in the Cisco Certified Network Associate (CCNA) sequence focuses on Wide Area Network (WAN) technologies. The network services required by converged applications in a complex network including the selection criteria for network devices and WAN technologies to meet user requirements. Includes datalink troubleshooting, IPSec and VPN operations as well as preparation strategies for the CCNA examination.

**Associate Degree Applicable****CIT 098 1-4 Units****Computer Information Technology Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****CIT 099 3 Units****Cisco Certified Network Associate Security****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 091 and CIT 092

This course prepares students for entry-level security specialist careers by developing in-depth understanding of network security principles and the tools and device configurations necessary to create and maintain a secure network. The course includes hands-on activities with networking equipment.

**Associate Degree Applicable****CIT 100 3 Units****Introduction to Personal Computers****Lecture:** 54 contact hours

A survey course for the use of software tools such as word processing, spreadsheets, graphics, presentation and database using Microsoft Office.

**Associate Degree Applicable****Transfers to CSU only****CIT 101 3 Units****Introduction to Computer Literacy****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** CIT 010 or CIT 031

This course is an introduction to fundamental Information Technology / Information Systems concepts and Information Security. The course includes practical exercises with spreadsheet, database, and Internet applications.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** BUS 140/ITIS120**CIT 102 3 Units****Advanced Computer Literacy****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 101

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course covers the complex fundamentals of hardware computer concepts and software applications. It provides the skills needed to create advanced word processing documents, spreadsheets, databases, and presentations.

**Associate Degree Applicable****Transfers to CSU only****CIT 110 4 Units****Information and Communications Technology Essentials****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level ICT professionals. The fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for CompTIA's A+ certification exam.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ITIS 110**CIT 114 3 Units****Spreadsheets: Excel****Lecture:** 54 contact hours**Advisory:** CIT 100 or CIT 101

Production of workbooks using EXCEL, which integrates spreadsheet analysis, information management, and graphics. Includes the design and the use of worksheets; how to enter labels, numbers, formulas, and create graphs; how to format worksheets professionally; how to use Excel functions in different applications and understand the concept of data management in Excel; how to use the concept of what-if-analysis; how to consolidate data in a 3-D workbook and establish File Linking; and how to integrate Excel with the Web.

**Associate Degree Applicable****Transfers to CSU only**

**CIT 116 3 Units****Database Management: Access****Lecture:** 54 contact hours**Advisory:** CIT 100 or CIT 101

This is a comprehensive course in the development and maintenance of a database. It provides a working knowledge of designing a database that includes: setting field properties, storing, retrieving, printing, and indexing records, creating informational and technical queries, developing customized forms and reports, establishing different types of relationships, integrating Access with the Web, and creating a database switchboard. The course emphasis is on developing a practical ability to use a database in a Windows environment with full graphical user interface functionality.

**Associate Degree Applicable****Transfers to CSU only****CIT 118 3 Units****Microsoft PowerPoint****Lecture:** 54 contact hours**Advisory:** CIT 105

This course provides an introduction to a presentation graphics program for those who plan to make effective and compelling presentations. Instructions include developing and customizing presentations by using charts, clip art, pictures, presentation templates, WordArt, and information and graphics from Word, Excel, and Access.

**Associate Degree Applicable****Transfers to CSU only****CIT 120 2 Units****Internet****Lecture:** 18 contact hours**Lab:** 54 contact hours**Advisory:** CIT 105

This course provides the basics of the Internet using current technology browser software. The course includes the effective use of web search portals, online collaboration software, and implications of security, privacy and ethical usage.

**Associate Degree Applicable****Transfers to CSU only****CIT 127 3 Units****Introduction to Computer Forensics****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 160

This course will introduce basic tools, techniques, and procedures for collecting, capturing, and preserving digital evidence that can be admitted and used in computer forensics processes. Topics include securing and analyzing a computer system and network system, evaluating suspect data and files, and composing reports based on investigative findings.

**Associate Degree Applicable****Transfers to CSU only****CIT 128 3 Units****Introduction to Linux OS****Lecture:** 36 contact hours**Lab:** 54 contact hours

This is an introductory course to the LINUX Operating System and basic Linux Operating System environment and commands. This course will cover file system navigation, Graphic User Interfaces (GUI) such as GNOME and KDE, file permissions, the Linux text editors, command shells, and basic network commands. This course is mapped to LINUX LPI Level 1 guidelines.

**Associate Degree Applicable****Transfers to CSU only****CIT 140 3 Units****Introduction to Systems Analysis and Design****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ENGL 015 and BUSAD 100 and CIT 101 and MATH 095 and CS 110 or CS 120

The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ITIS 140**CIT 144 3 Units****Medical Terminology****Lecture:** 54 contact hours**Advisory:** READ 015

The course includes the origin, usage, spelling, pronunciation, and meaning of terminology used to describe the structures of the human body, as well as therapeutic and diagnostic procedures. It is a course for students who are interested in pursuing health occupations such as medical office occupations, nursing, radiological technology, and respiratory care.

**Associate Degree Applicable****Transfers to CSU only****CIT 155 3 Units****Systems and Network Administration****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 110

This course will provide 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.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ITIS 155**CIT 160 3 Units****Introduction to Information Systems Security****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 232

An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ITIS 160

**CIT 215 3 Units****Database Management Systems****Lecture:** 54 contact hours**Prerequisite:** CIT 116

This course focuses on the concepts of relational databases including database management systems, database design fundamentals and Structured Query Language (SQL).

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ITIS 150**CIT 222 1-3 Units****Independent Study in Computer Information Technology****DIR:** 54 contact hours

**Limitation on Enrollment:** Enrollment is limited to those who meet independent study criteria. Prior to registration a contract must be prepared. See instructor for details.

Assigned projects involving research and analysis of selected topics or directed study for students who are interested in furthering their knowledge of information technology on an independent study basis. For each unit earned, students are required to devote three hours per week throughout the semester.

**Associate Degree Applicable****Transfers to CSU only****CIT 232 3 Units****Computer Network Fundamentals****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CIT 101

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. It provides preparation for the CompTIA Network+ certification exam.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** ITIS 150**CIT 601 Noncredit****Introduction to Basic Computer Skills****Lecture:** 8 contact hours**Lab:** 16 contact hours

This course provides basic computer skills. Topics include basic knowledge of computer hardware, computer software, computer terminology, working with Windows, using the Internet, and creating basic business documents using Microsoft Word. This course is recommended for individuals who have little or no computer skills as well as those who wish to seek an entry-level position as an office clerk.

**CIT 602 Noncredit****Microsoft Word Fundamentals****Lecture:** 8 contact hours**Lab:** 16 contact hours

This course provides a basic working knowledge of Microsoft Word for office workers. Topics include basic document, paragraph, and document formatting, working with clip art, lists, columns and tables. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

**CIT 603 Noncredit****Microsoft Excel Fundamentals****Lecture:** 8 contact hours**Lab:** 16 contact hours

This course provides a basic working knowledge of Microsoft Excel for office workers. Topics include creating and editing worksheets, formatting worksheets, printing worksheets, using simple tables and graphs, basic formulas and fundamental Excel functions. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

**CIT 604 Noncredit****Microsoft Powerpoint Fundamentals****Lecture:** 8 contact hours**Lab:** 16 contact hours

This course provides a basic working knowledge of Microsoft PowerPoint for office workers. Topics include creating presentations, managing PowerPoint slides, slide text and graphics, and displaying a presentation. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

**CIT 605 Noncredit****Microsoft Outlook Fundamentals****Lecture:** 8 contact hours**Lab:** 16 contact hours

This course provides a basic working knowledge of Microsoft Outlook for office workers. Topics include Outlook contacts, Outlook email, and Outlook calendar. This course is recommended for individuals who wish to seek an entry-level position as an office clerk.

**CIT 606 Noncredit****Computer Proficiency Lab****Lab:** 18 contact hours

This noncredit course provides students who need extra help or extra lab time to develop proficiency with computer technology with an on-campus resource.

**CIT 621 Noncredit****CompTIA A+ Certificate Preparation: Hardware****Lecture:** 72 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares students for the Hardware portion of the CompTIA A+ exam.

**CIT 622 Noncredit****CompTIA A+ Certificate Preparation: Networking****Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that allows students to prepare for the Networking portion of the CompTIA A+ Hardware exam.

**CIT 623 Noncredit****CompTIA A+ Certification Preparation: Mobile Devices****Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares for the Mobile Devices portion of the CompTIA A+ exam.

**CIT 624 Noncredit**

**CompTIA A+ Certification Preparation: Troubleshooting**

**Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares for the Troubleshooting portion of the CompTIA A+ exam.

**CIT 625 Noncredit**

**CompTIA A+ Certification Preparation: Windows Operating Systems**

**Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares students for the Windows Operating System portion of the CompTIA A+ exam.

**CIT 626 Noncredit**

**CompTIA A+ Certification Preparation: Other Operating Systems**

**Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares students for the Other Operating Systems portion of the CompTIA A+ exam.

**CIT 627 Noncredit**

**CompTIA A+ Certification Preparation: Security**

**Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares students for the Security portion of the CompTIA A+ exam.

**CIT 628 Noncredit**

**CompTIA A+ Certification Preparation: Software Troubleshooting**

**Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares students for the Security portion of the CompTIA A+ exam.

**CIT 629 Noncredit**

**CompTIA A+ Certification Preparation: Operational Procedures**

**Lecture:** 36 contact hours

This noncredit course is designed for individuals who have basic computer skills and who are interested in obtaining a job as an entry-level IT technician and require certification. It is an accelerated course that prepares students for the Operational Procedures of the CompTIA A+ exam.

## Administrative Assistant Certificate of Achievement

The Administrative Assistant Certificate is designed to prepare students for employment in today's modern office. Students will learn computer skills in Microsoft Office Applications and writing skills that are needed for successful business communication. Student will learn computer skills through hands-on practice and various business project simulations.

| Code                    | Title   | Units |
|-------------------------|---|-------|
| <b>Required Courses</b> |   |       |
| CIT 013                 | Intermediate Keyboarding                      | 3     |
| CIT 021                 | Word Processing: Comprehensive Microsoft Word | 4     |
| CIT 031                 | Business English                              | 3     |

|                    |                                    |           |
|--------------------|------------------------------------|-----------|
| CIT 100            | Introduction to Personal Computers | 3         |
| or CIT 101         | Introduction to Computer Literacy  |           |
| CIT 114            | Spreadsheets: Excel                | 3         |
| CIT 116            | Database Management: Access        | 3         |
| CIT 118            | Microsoft PowerPoint               | 3         |
| <b>Total Units</b> |                                    | <b>22</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Use advanced Word Processing features for business applications
- Type 60 words per minute
- Use PC-based database management system

## Android Application Security Support Specialist Certificate of Achievement

This certificate provides a comprehensive overview of Android Application Security. Students will understand Android devices and how to secure them. Upon completion of this certificate, students will be prepared for entry-level work in Information Technology.

| Code                    | Title  | Units        |
|-------------------------|--|--------------|
| <b>Required Courses</b> |  |              |
| CIT 088                 | Introduction to Android Security                         | 3            |
| CIT 101                 | Introduction to Computer Literacy                        | 3            |
| CIT 110                 | Information and Communications Technology Essentials     | 3-4          |
| or CIT 128              | Introduction to Linux OS                                 |              |
| CIT 160                 | Introduction to Information Systems Security             | 3            |
| CIT 232                 | Computer Network Fundamentals                            | 3            |
| or CIT 091              | Computer Network Fundamentals (Cisco Networking Academy) |              |
| CS 076                  | Android App Development                                  | 3            |
| <b>Total Units</b>      |  | <b>18-19</b> |

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*This is a Gainful Employment Program*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Gain entry-level job skills using Android devices and securing such devices.

## Cisco Certified Network Associate Certificate of Career Preparation

This certificate is designed to prepare students to take the Cisco Certified Network Associate certification examination. This course of study prepares students for entry-level employment in the computer-networking field.

The certificate is part of the Cisco Networking Academy program and all instruction is provided by Cisco Certified Academy Instructors using Cisco certified curriculum.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CIT 091                 | Computer Network Fundamentals (Cisco Networking Academy)                       | 3         |
| CIT 092                 | Basic Switching and Routing (Cisco Networking Academy)                         | 3         |
| CIT 093                 | Advanced Routing and Switching Cisco (Cisco Networking Academy)                | 3         |
| CIT 094                 | Wide Area Network Technologies and Network Services (Cisco Networking Academy) | 3         |
| <b>Total Units</b>      |  | <b>12</b> |

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Design a small office/home office (SOHO) network with Internet Protocol version 4
- Attach networking components to a Lan & WAN network using standard cables and connectors
- Configure routers to operate in a SOHO environment including proper password policies and basic security
- Configure SOHO local area network (LAN) network equipment including support for virtual LANs (VLANs)
- Configure SOHO equipment for connection to a wide area network (WAN)

## CIT - Management Information Systems Associate of Science Degree

The Management Information Systems Associates of Science degree prepares students to work with Computerized Information Systems that involve substantial use of databases and servers. Students with this degree are prepared for employment related to computer systems, networks, databases, or information security. To graduate with a specialization in CIT Management Information Systems, students must complete all requirements for this degree plus the general breadth requirements. (minimum total = 60 units)

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| BUSAD 127               | Business Communication                       | 3         |
| CIT 101                 | Introduction to Computer Literacy            | 3         |
| CIT 102                 | Advanced Computer Literacy                   | 3         |
| CIT 114                 | Spreadsheets: Excel                          | 3         |
| CIT 116                 | Database Management: Access                  | 3         |
| CIT 160                 | Introduction to Information Systems Security | 3         |
| CIT 215                 | Database Management Systems                  | 3         |
| CIT 232                 | Computer Network Fundamentals                | 3         |
| <b>Total Units</b>      |  | <b>24</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Use the Internet to find business and information technology (IT) information necessary to solve a business need, discerning authoritative from non-authoritative information sources and the bias of the information source
- Understand basic Personal Computer (PC) system hardware and software architecture and their capabilities
- Analyze a business IT need, identify different components required to solve the problem, and create a solution that uses an appropriate combination of commercial software applications
- Transfer to a feeder 4-year university and complete a bachelor's degree in MIS
- Compete and gain entry level position in field of management information systems

## CIT - Management Information Systems Certificate of Achievement

The Management Information Systems Certificate offers a complete introduction to computers, specific training in selected software packages, advanced courses dealing with programming, Databases, and networks.

| Code                                | Title   | Units        |
|-------------------------------------|---|--------------|
| <b>Required Courses</b>             |   |              |
| CIT 031                             | Business English                              | 3            |
| CIT 101                             | Introduction to Computer Literacy             | 3            |
| CIT 114                             | Spreadsheets: Excel                           | 3            |
| CIT 116                             | Database Management: Access                   | 3            |
| CIT 215                             | Database Management Systems                   | 3            |
| CIT 232                             | Computer Network Fundamentals                 | 3            |
| CS 120                              | Introduction to Visual Basic.NET              | 4            |
| <b>Select one of the following:</b> |   |              |
| CIT 021                             | Word Processing: Comprehensive Microsoft Word | 4            |
| CIT 102                             | Advanced Computer Literacy                    | 3            |
| <b>Total Units</b>                  |   | <b>25-26</b> |

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*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Solve a business need, discerning between authoritative and non-authoritative information sources, and the bias of the information source
- Describe the Personal Computer (PC) system’s hardware and software architecture
- Use the PC operating system and features of common Office applications, such as a spreadsheet and database management system
- Analyze a business information technology (IT) need, identify different components required to solve the problem, and create a solution that uses an appropriate combination of commercial software applications
- Recognize computer and network security threats and common approaches to preventing security compromises
- Use structured query language (SQL) to retrieve the records required by a business report and the structure of a relational database.
- Outline computer network solutions to a business problem
- Prepare written reports and documentation on a giving system

- Recognize computer and network security threats and common approaches to preventing security compromises
- Follow procedures and guidelines for efficient and effective business office operations
- Create a resume and employment application letter
- Prepare written reports and memos

## CIT - Office Technology Associate of Arts Degree

To graduate with a degree in Office Technology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units). This degree is designed to prepare students for entry-level positions such as general clerk, information clerk, receptionist, and administrative secretary.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| CIT 013                 | Intermediate Keyboarding                      | 3         |
| CIT 021                 | Word Processing: Comprehensive Microsoft Word | 4         |
| CIT 100                 | Introduction to Personal Computers            | 3         |
| or CIT 101              | Introduction to Computer Literacy             |           |
| CIT 102                 | Advanced Computer Literacy                    | 3         |
| CIT 114                 | Spreadsheets: Excel                           | 3         |
| CIT 116                 | Database Management: Access                   | 3         |
| CIT 118                 | Microsoft PowerPoint                          | 3         |
| <b>Total Units</b>      |   | <b>22</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Operate the PC operating system and common office applications such as a spreadsheet and database management system
- Understand the hardware and software architecture of a contemporary Personal Computer system
- Type at 60 words per minutes

## Computer Network Support Specialist Certificate of Achievement

This course of study prepares students for entry-level employment in the computer-networking field. The courses also prepare students to take multiple industry-recognized certifications from Cisco Systems, including the CCENT, CCNA, and CCNA Security. Students will also be prepared to take the A+ certification examination from CompTIA and the MTA examination from Microsoft. Most of the courses in this Certificate are part of the Cisco Networking Academy Program.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CIT 101                 | Introduction to Computer Literacy  | 3         |
| CIT 110                 | Information and Communications Technology Essentials                           | 4         |
| CIT 091                 | Computer Network Fundamentals (Cisco Networking Academy)                       | 3         |
| CIT 092                 | Basic Switching and Routing (Cisco Networking Academy)                         | 3         |
| CIT 093                 | Advanced Routing and Switching Cisco (Cisco Networking Academy)                | 3         |
| CIT 094                 | Wide Area Network Technologies and Network Services (Cisco Networking Academy) | 3         |
| CIT 099                 | Cisco Certified Network Associate Security                                     | 3         |
| <b>Total Units</b>      |  | <b>22</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Attainment of Industry recognized certification(s) such as Cisco Certified Entry Network Technician (CCENT) Cisco Certified Network Associate (CCNA) Cisco Certified Network Associate - Security (CCNA-Security)
- Participate in a student networking competition such as Cisco NetRiders
- Complete a computer networking internship experience
- Obtain employment part-time or full-time in a computer networking related field



## Computer Support Specialist Certificate of Achievement

The Computer Specialist Certificate is designed to provide students with skills in advanced computer technology pertaining to a wide variety of industry specific and government agency career paths. Students are required to have a basic knowledge of reading and writing as well as have completed Math 095 or assessed at a higher level.

**Career Outlook:** The rapid spread of computers and information technology has generated a need for highly trained workers proficient in various job functions. These jobs are categorized under the heading of Computer Specialist in the EDD Labor Market Information Occupational Projection Report. The Computer Specialist designation constitutes 97 percent of the Computer and Mathematical Occupations category. There are many career paths available mainly because employers' needs are so varied.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CIT 091                 | Computer Network Fundamentals (Cisco Networking Academy) | 3         |
| CIT 092                 | Basic Switching and Routing (Cisco Networking Academy)   | 3         |
| CIT 101                 | Introduction to Computer Literacy                        | 3         |
| CIT 110                 | Information and Communications Technology Essentials     | 4         |
| CIT 160                 | Introduction to Information Systems Security             | 3         |
| CIT 155                 | Systems and Network Administration                       | 3         |
| or CIT 128              | Introduction to Linux OS                                 |           |
| <b>Total Units</b>      |  | <b>19</b> |

*(MATH 095 is required unless student is assessed at a higher level.)*

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate an understanding of computer hardware and software concepts and identify the appropriate hardware and software to adequately address an identified need
- Demonstrate competency with Internet searching technology and apply Computer Information Technology analysis concepts by writing an analytical comparison of the various solutions discussing relative merits in terms of effectiveness of solution, ease of implementation, and security implications
- Given a scenario that identifies ethical judgment options with regard to the application of computing technology, the student will write a short paper explaining which option they find the most ethical
- Demonstrate mastery of a standard computerized office suite of applications by developing a computerized solution to the problem that uses different applications within the suite that best solve the various areas of the problem and utilizing automation capabilities of the suite integrate these into an integrated solution
- Demonstrate proficiency with Structured Query Language by creating a query to retrieve the required information

- Demonstrate basic understanding of computer network technology by identifying the various components and describing their basic function within the context of the network

## Digital Forensics Certificate of Achievement

This certificate consists of 18 units that will prepare students with the knowledge required for analyzing, investigating, and writing reports pertaining to basic digital forensics. This certificate will help to prepare students for entry-level work in the digital forensics field.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CIT 091                 | Computer Network Fundamentals (Cisco Networking Academy) | 3         |
| CIT 101                 | Introduction to Computer Literacy                        | 3         |
| CIT 127                 | Introduction to Computer Forensics                       | 3         |
| CIT 128                 | Introduction to Linux OS                                 | 3         |
| CIT 155                 | Systems and Network Administration                       | 3         |
| CIT 160                 | Introduction to Information Systems Security             | 3         |
| <b>Total Units</b>      |  | <b>18</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate an understanding of basic computer forensic concepts; utilizes proper investigative procedures relative to the individual, corporate, and criminal rights, responsibilities, and law; formulates and executes an investigative plan
- Utilize basic methods and techniques of forensic investigation; use forensic software to secure and analyze various digital media at a basic level; evaluate and effectively implement various forensic utilities and software; access, document and evaluate hidden data files
- Use basic investigative techniques for various operating systems; Creates and presents legal reports and analysis of forensic investigation results, as well as be able to compete for an entry-level position in the field of Digital Forensics

## Information Security and Cyber Defense Certificate of Achievement

A comprehensive introduction to the principles of Information Assurance, Information Systems Security, and Cyber Defense. Program content and outcomes are aligned with industry certifications and the recommendations of the National Security Administration/US Department of Homeland Security. Includes practical experiences with the application of Information Assurance principles to Systems and Network Administration.

| Code  | Title  | Units        |
|---|--|--------------|
| <b>Required Courses</b>                       |  |              |
| CIT 101                                       | Introduction to Computer Literacy  | 3            |
| CIT 110                                       | Information and Communications Technology Essentials                           | 4            |
| CIT 155                                       | Systems and Network Administration   | 3            |
| CIT 160                                       | Introduction to Information Systems Security                                   | 3            |
| CIT 232                                       | Computer Network Fundamentals  | 3            |
| <b>Select One Computer Programming Course</b> |  |              |
| CS 120<br>or CIT 215                          | Introduction to Visual Basic.NET<br>Database Management Systems                | 3-4          |
| <b>Select One Statistics Course</b>           |  |              |
| ECON 208<br>or MATH 108                       | Business and Economic Statistics<br>Introduction to Probability and Statistics | 4            |
| <b>Total Units</b>                            |  | <b>23-24</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Attain Industry recognized certification(s) such as EC Council Certified Ethical Hacker, Cisco Certified Network Associate - Security, or CompTIA Security+
- Participate in a Student Cyber Security Competition such as Collegiate Cyber Defense Competition, or National Cyber League
- Complete a Cyber Security related internship experience
- Obtain employment part-time or full-time in a Cyber Security related field

## Information Systems and Technology Associate of Science Degree

To graduate with a specialization in Information Systems and Technology students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units). The A.S. Degree in Information Systems and Technology is designed to prepare students who wish to pursue a bachelor's degree from a four-year institution.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ECON 208<br>or MATH 108 | Business and Economic Statistics<br>Introduction to Probability and Statistics | 4         |
| BUSAD 210               | Business Law   | 3         |
| CIT 101                 | Introduction to Computer Literacy  | 3         |
| CIT 116                 | Database Management: Access  | 3         |
| CIT 140                 | Introduction to Systems Analysis and Design                                    | 3         |
| CIT 160                 | Introduction to Information Systems Security                                   | 3         |
| CIT 215                 | Database Management Systems  | 3         |
| CIT 232                 | Computer Network Fundamentals  | 3         |
| CS 120                  | Introduction to Visual Basic.NET   | 4         |
| MATH 102<br>or MATH 151 | College Algebra<br>Precalculus   | 4         |
| <b>Total Units</b>      |  | <b>33</b> |

| Code                       | Title                   | Units |
|----------------------------|-------------------------|-------|
| <b>Recommended Courses</b> |                         |       |
| CS 215                     | Programming with Java   | 4     |
| CS 077                     | Introduction to C-Sharp | 4     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcome

At the completion of this program, students will be able to:

- Demonstrate level of preparation appropriate for a program that is designed to serve as a transfer course to CSU San Bernardino (CSUSB) by being accepted as a transfer student at CSU San Bernardino with a major in Information Systems and Technology major at CSUSB.

## iOS Application Security Support Specialist Certificate of Achievement

This is a comprehensive introduction to iOS Application Security. The certificate provides students with the knowledge required to understand Inter-network Operating System (iOS). Graduating students from this program will be prepared for entry level work in Information Technology.

| Code                    | Title  | Units        |
|-------------------------|--|--------------|
| <b>Required Courses</b> |  |              |
| CIT 101                 | Introduction to Computer Literacy                        | 3            |
| CIT 110                 | Information and Communications Technology Essentials     | 3-4          |
| or CIT 128              | Introduction to Linux OS                                 |              |
| CIT 160                 | Introduction to Information Systems Security             | 3            |
| CIT 232                 | Computer Network Fundamentals                            | 3            |
| or CIT 091              | Computer Network Fundamentals (Cisco Networking Academy) |              |
| CIT 089                 | Introduction to iOS Application Security                 | 3            |
| CS 074                  | iOS App Development                                      | 3            |
| <b>Total Units</b>      |  | <b>18-19</b> |

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***This is a Gainful Employment Program***

### Program Learning Outcome

At the completion of this program, students will be able to:

- Gain an understanding of Inter-network Operating System (iOS) and how to protect them from hacks

## Medical Coding and Billing Certificate of Achievement

This course of study prepares students for entry-level employment in the medical coding and billing field. The courses are geared towards the students' successful passing of the American Academy of Professional Coders National Certification Exam—Certified Professional Coder (CPC). During the course of study, students learn the basics of health care finance, office computer skills, anatomy and physiology, medical terminology, computerized health record, and other recommended elective courses needed to succeed in the field.

| Code                    | Title                                     | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| BIOL 155                | Introductory Anatomy and Physiology       | 4         |
| CIT 010                 | Beginning Keyboarding and Word Processing | 3         |
| CIT 045                 | Medical Insurance Billing and Coding      | 3         |
| CIT 048                 | Medical Office Procedures                 | 3         |
| CIT 051                 | Introduction to Electronic Health Records | 3         |
| CIT 100                 | Introduction to Personal Computers        | 3         |
| CIT 144                 | Medical Terminology                       | 3         |
| <b>Total Units</b>      |   | <b>22</b> |

| Code                      | Title            | Units |
|---------------------------|------------------|-------|
| <b>Recommended Course</b> |                  |       |
| CIT 031                   | Business English | 3     |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate mastery of course work by ensuring the codes are applied correctly during the medical billing process, which includes abstracting the information from documentation, assigning the appropriate codes, and creating a claim to be paid by insurance carriers
- Obtain employment as a Medical Coder/Biller or in an occupation where the application of knowledge and skills learned within this program are integral to routine duties of the occupation
- Demonstrate competency with Coding Software Program by applying Coding and Billing Guidelines

## Office Technology Fundamentals Certificate of Completion

This noncredit certificate prepares individuals with limited computer experience to meet the IT challenges faced in the contemporary business office. Individuals who complete this certificate will have the technical skills to work as an entry-level clerk in a business office or begin a credit certificate program at a community college.

| Code                    | Title                                 | Units          |
|-------------------------|---------------------------------------|----------------|
| <b>Required Courses</b> |                                       |                |
| CIT 601                 | Introduction to Basic Computer Skills | 0              |
| CIT 602                 | Microsoft Word Fundamentals           | 0              |
| CIT 605                 | Microsoft Outlook Fundamentals        | 0              |
| CIT 606                 | Computer Proficiency Lab              | 0              |
| CIT 603                 | Microsoft Excel Fundamentals          | 0              |
| or CIT 604              | Microsoft Powerpoint Fundamentals     |                |
| <b>Total Hours</b>      |                                       | <b>112-114</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate mastery of course work by presenting a digital portfolio with representative work output from each of the courses in the program
- Successfully complete one term as a credit student at an institution of higher education
- Obtain employment as an office worker or in an occupation where the application of knowledge and skills learned within this program are integral to routine duties of the occupation

## Web Application Security Support Specialist Certificate of Achievement

This certificate will provide students with the knowledge required to understand web security, how to protect web resources and password administration management online. Upon completion of this certificate, students will be prepared for entry level work in Information Technology.

| Code                    | Title  | Units        |
|-------------------------|--|--------------|
| <b>Required Courses</b> |  |              |
| CIT 101                 | Introduction to Computer Literacy                        | 3            |
| CIT 110                 | Information and Communications Technology Essentials     | 3-4          |
| or CIT 128              | Introduction to Linux OS                                 |              |
| CIT 160                 | Introduction to Information Systems Security             | 3            |
| CIT 232                 | Computer Network Fundamentals                            | 3            |
| or CIT 091              | Computer Network Fundamentals (Cisco Networking Academy) |              |
| CIT 090                 | Introduction to Web Security                             | 3            |
| CS 075                  | Introduction to Web Development                          | 3            |
| <b>Total Units</b>      |  | <b>18-19</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Acquire the knowledge to gain entry-level position in web security, protection of web resources and password administration management online

# Computer Science

Courses offered by the Computer Science Department are interactive, featuring hands-on experience with contemporary computer hardware and software. The courses cover a range of computing topics with an emphasis on software development and fundamental computer science concepts. The Computer Science curriculum may culminate in either an Associate of Science degree or a certificate. The degree program prepares students to transfer to a four-year institution with a major in computer science or a related discipline. Students planning to transfer to a four-year institution and major in computer science should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)

Division Phone Number: (909) 384-8520

Faculty Chair: Reginald Metu (rmetu@sbccd.edu), Ed.D.

- 
- Computer Science Associate of Science Degree (p. 159)
  - Computer Science Associate of Science Transfer Degree (p. 159)
  - Computer Science Certificate of Achievement (p. 160)

### CS 074 3 Units

#### iOS App Development

**Lecture:** 18 contact hours

**Lab:** 108 contact hours

This course will cover the fundamentals of iPhone application development using the Objective-C, Swift, and the iPhone SDK (Software Development Kit). The theory and use of using and managing Xcode, 3D Game Development, Storyboard Builder, Audio /Animation /Data /Location, User Interface (UI) development, game and app design will be covered. Students will gain valuable experience using front end and back end development tools to complete production ready iPhone applications.

**Associate Degree Applicable**

### CS 075 3 Units

#### Introduction to Web Development

**Lecture:** 18 contact hours

**Lab:** 108 contact hours

This course focuses on web development and addresses the essentials for skilled web developers who can create digital media, web, and mobile applications for modern desktop and portable devices. Students in this program are offered an in-depth, project-driven curriculum that provides a comprehensive study of HTML, CSS, JavaScript, Web Animation, Multimedia Creation. Students will learn to develop visually aesthetic, user friendly, and interactive web-based applications. Students will also gain valuable experience using front end and backend development tools like Adobe Dreamweaver, Adobe Animate, and Visual Studio. Students will also be exposed to the programming languages that cross over from web development to mobile phone development. The synergy between the many web and mobile technologies will help each student build a foundation suitable for professional content.

**Associate Degree Applicable**

### CS 076 3 Units

#### Android App Development

**Lecture:** 18 contact hours

**Lab:** 108 contact hours

This course will cover Android Developer Fundamentals and basic Android programming concepts and build a variety of apps, starting with Hello World and working their way up to apps for business solutions and game development. Creating assets for applications and utilities is also covered.

**Associate Degree Applicable**

### CS 077 4 Units

#### Introduction to C-Sharp

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Advisory:** MATH 095 or MATH 096

This course is an introduction to C# (C Sharp) app development. C# is a sophisticated and type-safe object-oriented language that empowers developers to build a variety of secure and robust applications that run on the .NET Framework. Topics will include fundamental object-oriented programming concepts like loops, arrays, logic, debugging, database, using the C# languages in a game development environment, files, and game development.

**Associate Degree Applicable**

### CS 098 1-4 Units

#### Computer Science Work Experience

**WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

### CS 100 4 Units

#### Advanced C-Sharp Programming

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

This course is the advanced C-Sharp course designed to further the learner's C-Sharp and programming knowledge beyond the Introductory level. Advanced programming using C-Sharp .NET is designed to emphasize software development, whether it is part of game development, web technologies, cloud computing technologies, Internet of Things (IoT), educational solutions, and innovative, original ideas conceived in the process of learning. Topics include object-oriented design, class(object) development, interfaces, design patterns, database access, and utilities.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### CS 102 3 Units

#### Introduction to Python Programming

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Advisory:** MATH 102 or MATH 108 or MATH 115

This course will cover the most common Python libraries as well as teach you programming best practices. We will explore different aspects of Python, including web, utility applications, machine learning, computer vision, IoT (Internet of Things), and data modeling applications. By the completion of the course, learners will complete a project using Python related to their major or area of interest.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**CS 110 3 Units****Fundamentals of Computer Science****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 102.**Corequisite:** MATH 102

This course is an overview of the computer science discipline investigating the design and use of the computer devices, the art and science of problem solving and programming, the representation of data, human-computer interactions and ethical considerations, and information security principles. Also included is hands-on experience with command line and GUI operating systems; application of HTML, CSS, and scripts to web pages; and computer programming with an object-oriented language such as C++, Java, or C#.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** COMP 122**CS 120 4 Units****Introduction to Visual Basic.NET****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** MATH 952

This is an introduction to the Visual Basic.NET programming language. Topics include problem solving, graphical user interface, program design, software tools, structured logic, object-oriented programming, graphics and animation, procedures, arrays, files, and programming projects.

**Associate Degree Applicable****Transfers to both UC/CSU****CS 130 3 Units****Discrete Structures****Lecture:** 54 contact hours**Prerequisite:** CS 110 and MATH 102

This course surveys discrete structures used in computer science with an emphasis on applications. Topics covered include: functions, relations, and sets; basic logic; proof techniques; basics of counting; graphs and trees; and discrete probability.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** COMP 152**CS 170 4 Units****Assembly Language****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** CS 110

This course focuses on the organization and behavior of computer systems at the assembly-language level. The mapping of high-level language statements and constructs to machine-level instructions and internal representation of common data types and simple structures is studied including the methods of numerical computation with assembly language constructs emphasizing common pitfalls associated with data representation and procedural errors encountered during the creation of machine language routines. This course includes hands on experience creating assembly language programs.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** COMP 142**CS 190 4 Units****Programming in C++****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** CS 110 and ENGL 101 or ENGL 101H

This course is an examination of intermediate object-oriented programming concepts and their application using the C++ language. Topics include event-driven programming; human-computer interactions; analysis of iterative and recursive solution complexity for searching/sorting algorithms; intermediate data structures; and programming constructs; object-oriented design and modeling; integration of database access into programming solutions; impact of computer science on selected societal issues; and software assurance.

**Associate Degree Applicable****Transfers to both UC/CSU****CS 215 4 Units****Programming with Java****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** CS 110

An introduction to Java. Topics include object-oriented design, multiple platform environment, program logic structures, graphical user interface, Java Applet, and recursion.

**Associate Degree Applicable****Transfers to both UC/CSU****CS 220 4 Units****Advanced Visual Basic.Net Programming****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** CS 120

This course covers advanced programming using Visual Basic .NET with an emphasis on software development and maintenance. Topics include object-oriented design, multiple class modules, interface and linking, windows and Internet controls, and database access.

**Associate Degree Applicable****Transfers to both UC/CSU****CS 222 1-3 Units****Special Problems in Computer Science I****DIR:** 54 contact hours**Prerequisite:** CS 110

Assigned problems involving computer laboratory work for selected students who are interested in furthering their knowledge of computer science on an independent study basis. Students are required to devote three contact hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See Instructor for details.

**Associate Degree Applicable****Transfers to CSU only**

**CS 265 3 Units****Data Structures and Algorithms with C++****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** CS 130 and CS 190 and MATH 250**Corequisite:** CS 130 and MATH 250

This course is an introduction to algorithmic analysis and data structures. Topics include formal computing algorithms, algorithmic strategies, and basic algorithm analysis; canonical data structures; intermediate recursion; human-computer interaction; professionalism and ethical behavior; software information assurance, software engineering, and software reuse.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** COMP 132

## Computer Science Associate of Science Degree

This degree is designed to provide students with the fundamentals of software engineering, information processing concepts, and programming to prepare them for entry-level positions as programmers for scientific and business applications.

| Code                    | Title                                 | Units     |
|-------------------------|---------------------------------------|-----------|
| <b>Required Courses</b> |                                       |           |
| CIT 100                 | Introduction to Personal Computers    | 3         |
| CS 077                  | Introduction to C-Sharp               | 4         |
| CS 100                  | Advanced C-Sharp Programming          | 4         |
| CS 102                  | Introduction to Python Programming    | 3         |
| CS 110                  | Fundamentals of Computer Science      | 3         |
| CS 120                  | Introduction to Visual Basic.NET      | 4         |
| CS 220                  | Advanced Visual Basic.Net Programming | 4         |
| CS 190                  | Programming in C++                    | 4         |
| or CS 215               | Programming with Java                 |           |
| <b>Total Units</b>      |                                       | <b>29</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Analyze a complex computing problem and apply principles of computing and other relevant disciplines to identify solutions
- Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements
- Communicate effectively in a variety of professional contexts
- Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical coding principles

- Function effectively as a member or leader of a team engaged in activities
- Apply computer science theory and software development fundamentals to produce computing-based solutions
- Collaborate with other team members to analyze and develop program logic specific to any assigned project
- Develop computer literacy skills to conduct basic research, assess new ideas and information and be prepared for lifelong learning

## Computer Science Associate of Science Transfer Degree

The field of Computer Science is the study of technology and computation which include methods by which data is accessed and manipulated. This includes representational computation, computer learning paradigms, code constructs, algorithmic modeling, and software development and testing. The SBVC Associate in Science for Transfer (AS-T) degree in Computer Science prepares students for transfer to four-year colleges and universities. Students opting for a degree in computer Science will be prepared to take classes in systems analysis, mathematics, data structures, C++, C#, Python, along with a variety of developing code structures in the cloud or local technologies. After acquiring the skills in this field, students will be prepared to manage and adjust to new and emerging technologies worldwide.

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. To earn this Computer Science AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the Intersegmental General Education Transfer Curriculum (IGETC) for CSU only, which requires a minimum of 37 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Computer Science should consult with a counselor regarding the transfer process and lower division requirements.

| Code                    | Title                                   | Units |
|-------------------------|---|-------|
| <b>Required Courses</b> |   |       |
| CS 110                  | Fundamentals of Computer Science        | 3     |
| CS 130                  | Discrete Structures                     | 3     |
| CS 170                  | Assembly Language                       | 4     |
| CS 265                  | Data Structures and Algorithms with C++ | 3     |
| MATH 250                | Single Variable Calculus I              | 4     |
| MATH 251                | Single Variable Calculus II             | 4     |
| PHYSIC 202              | Physics I                               | 4     |
| PHYSIC 203              | Physics II                              | 4-5   |
| or BIOL 205             | Cell and Molecular Biology              |       |

or BIOL 206 Organismal Biology

or CHEM 150 General Chemistry I

| Code  | Title | Units        |
|---|-------|--------------|
| <b>Major Total</b>  |       | <b>29-30</b> |
| <b>Total Units That May Be Double Counted</b>               |       | <b>7-10</b>  |
| <b>General Education (IGETC for CSU) Units</b> <sup>1</sup> |       | <b>37</b>    |
| <b>Elective (CSU Transferable) Units</b>                    |       | <b>0-1</b>   |
| <b>Total Units</b>  |       | <b>60</b>    |

<sup>1</sup> IGETC-CSU is the only approved General Education pattern for this degree.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Function effectively as a member of a team to accomplish common goals
- Read, write, and interpret Microsoft technical information
- Analyze a problem and create an algorithmic solution
- Apply knowledge of Windows development
- Design, implement, and evaluate secure computer-based system based on specifications
- Think critically and apply the scientific method
- Analyze the impact of computing on individuals, organizations, and society
- Respect privacy and identify responsible conduct
- Engage in research, assess new ideas and information and be prepared for lifelong learning
- Exhibit professional, legal, and ethical behavior

# Computer Science Certificate of Achievement

This certificate is designed to provide students with the fundamentals of software engineering, information processing concepts, and programming to prepare them for entry-level positions as programmers for scientific and business applications.

| Code                    | Title                                 | Units     |
|-------------------------|---------------------------------------|-----------|
| <b>Required Courses</b> |                                       |           |
| CIT 100                 | Introduction to Personal Computers    | 3         |
| CS 077                  | Introduction to C-Sharp               | 4         |
| CS 100                  | Advanced C-Sharp Programming          | 4         |
| CS 102                  | Introduction to Python Programming    | 3         |
| CS 110                  | Fundamentals of Computer Science      | 3         |
| CS 120                  | Introduction to Visual Basic.NET      | 4         |
| CS 220                  | Advanced Visual Basic.Net Programming | 4         |
| CS 190                  | Programming in C++                    | 4         |
| or CS 215               | Programming with Java                 |           |
| <b>Total Units</b>      |                                       | <b>29</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Analyze a problem and create a logical solution to the problem
- Apply knowledge of Windows development
- Design, implement, and evaluate secure computer-based system based on specifications
- Analyze the impact of computing on individuals, organizations, and society



# Corrections

The Corrections Department strives to provide our students with the legal, ethical and educational background necessary to pursue a career in a corrections-related field.

## Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Jeremy Croy (jcroy@sbccd.edu), Ed.D.

- Corrections Certificate of Achievement (p. 162)

Corrections courses are not offered every semester. Please refer to the college class schedule for class offerings.

### CORREC 101 3 Units

#### Introduction to Corrections

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course provides a history of and critical analysis of punishment, the various types of punishment, alternatives to punishment and the impact of punishment on the criminal justice system and corrections. Students in this course will conduct a critical examination of the types of correctional institutions and the clients housed in each institution. Contemporary correctional issues are discussed.

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** AJ 200

### CORREC 102 3 Units

#### Correctional Interviewing and Counseling

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course of study is an overview of the techniques in counseling and interviewing available to practitioners in corrections. It includes the use of appropriate techniques and theories in confidence building, which the correctional employee may use in client interviews and counseling.

**Associate Degree Applicable**

**Transfers to CSU only**

### CORREC 103 3 Units

#### Gangs and Corrections

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is designed to provide students with a base of knowledge as it relates to the impact of gangs in both correctional and community settings. It includes a review of the types of gangs, history, and criminal activities associated with gangs.

**Associate Degree Applicable**

**Transfers to CSU only**

### CORREC 104 3 Units

#### Control and Supervision in Corrections

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course will emphasize local, state, and federal institutions in the role played by the offender and the correctional worker. Topics will include inmate subculture, violence and effects of crowding on inmates and staff, coping techniques for correctional officers in a hostile prison environment.

**Associate Degree Applicable**

**Transfers to CSU only**

### CORREC 105 3 Units

#### Legal Aspects of Corrections

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is the study of the historical framework, concepts, and precedents that guide correctional practice. Course material will present a broader perspective of the correctional environment such as the civil rights of prisoners, responsibilities and liabilities of correctional officials, the courts, and police.

**Associate Degree Applicable**

**Transfers to CSU only**

### CORREC 106 3 Units

#### Probation and Parole

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is a study of the historical and contemporary view of the application of probation and parole procedures in the criminal justice system. Community corrections as applied to probation and parole, probation as an entity of the courts and parole as an entity of corrections compose the main focus of this course. This course material will broaden the student's concept of community corrections and the rights and liabilities of a person on probation or parole.

**Associate Degree Applicable**

**Transfers to CSU only**

## Corrections Certificate of Achievement

This certificate is designed for persons considering a career as a Correctional Officer, Youth Correctional Counselor, Jailer, or those already employed seeking advancement in their career. The corrections systems specialize in the punishment and incarceration process as well as rehabilitation of the offender. This certificate is designed to provide students with the fundamentals of the corrections systems, the legal aspects of corrections, control and supervision in corrections, correctional interviewing and counseling, and the probation and parole concepts in corrections.

| Code                    | Title                                    | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CORREC 101              | Introduction to Corrections              | 3         |
| CORREC 102              | Correctional Interviewing and Counseling | 3         |
| CORREC 103              | Gangs and Corrections                    | 3         |
| CORREC 104              | Control and Supervision in Corrections   | 3         |
| CORREC 105              | Legal Aspects of Corrections             | 3         |
| CORREC 106              | Probation and Parole                     | 3         |
| <b>Total Units</b>      |  | <b>18</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply knowledge and skills required in securing and maintaining employment
- Compare and contrast the differences between probation and parole
- Differentiate and identify control techniques in crisis situations within the correctional setting
- Distinguish the responsibilities and liabilities of the laws governing a correctional officer
- Assess the legal framework within the incarceration process
- Compare prison gang membership both inside and outside the facility
- Choose to further personal interests by completing the requirements for an Administration of Justice degree or developing skills as a crime scene investigator

## Criminal Justice

(Also see Police Science (p. 304))

The Criminal Justice courses are designed to meet the needs and interests of individuals interested in law enforcement or related careers. Specialized training is available for persons interested in becoming a Basic Dispatcher, a reserve officer, or a full-time law enforcement officer.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-4431

Program Director: Paul Dennis (pdennis@sbccd.edu), M.A.

- Modular Basic Peace Officer Certificate of Achievement (p. 163)

#### CRMJUS 059 16.5 Units

##### Reserve Level I Officer

**Lecture:** 225 contact hours

**Lab:** 215 contact hours

**Prerequisite:** CRMJUS 060 or POST Modular Format Level II Officer Course at a Regional Accredited Academy.

**Advisory:** ENGL 101 or ENGL 101H

**Limitation on Enrollment:** Registration is limited to students who have successfully completed program prerequisites and state screening requirements.

This course is the third module in the Regular Basic Course Modular Format Training sequence. The intensive and disciplined instruction is designed to meet the minimum requirements of a full-time peace officer or level I reserve peace officer in the State of California. The course covers but is not limited to: professional orientation, victimology/crisis intervention, juvenile law, patrol techniques, domestic violence, traffic enforcement, lifetime fitness, defensive tactics and firearms.

#### Associate Degree Applicable

#### CRMJUS 060 12.5 Units

##### Reserve Level II Officer

**Lecture:** 203 contact hours

**Lab:** 73 contact hours

**Prerequisite:** CRMJUS 061 or POST Modular Format Level III Officer Course at a Regional Accredited Academy.

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and READ 015.

**Limitation on Enrollment:** This course is limited to students who have successfully completed the following state screening requirements: possession of a valid California driver's license without restrictions other than required eyeglasses or contact lenses and possession of a current letter of clearance issued by the California Department of Justice that certifies the right to be in possession of a firearm.

This course satisfies Peace Officer Standards and Training (POST) requirements for Level II reserve peace officer certification. This course covers but is not limited to: policing in the community, crimes against persons, property and the justice system, laws of arrest, evidence and search and seizure, use of force, arrest and control, patrol procedures, vehicle pullovers, firearms and chemical agents, crime scenes, evidence and forensics investigative report writing, crimes in progress, and cultural diversity.

#### Associate Degree Applicable

**CRMJUS 061 6.5 Units****Reserve Level III****Lecture:** 81 contact hours**Lab:** 118 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and READ 015.**Limitation on Enrollment:** This course is limited to students who have successfully met state screening requirements: possession of a California driver's license without restrictions other than required eyeglasses or contact lenses and possession of a current letter of clearance issued by the California Department of Justice that certifies the right to be in possession of a firearm.

This course satisfies Peace Officer Standards and Training (POST) requirements for Level III reserve peace officer certification. The PC 832 course is merged in this Level III course. Curriculum covers ethics and professionalism, the criminal justice system, defensive tactics, information systems, criminal law, laws of arrest, search and seizure, firearms, driver awareness, first aid and CPR, custody, evidence and report writing.

**Associate Degree Applicable****CRMJUS 070 5.5 Units****Basic Dispatcher's Course****Lecture:** 90 contact hours**Lab:** 30 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course covers basic training for new dispatchers. Topics include but are not limited to: professional orientation and ethics, criminal justice system, interpersonal communication, telephone technology and domestic violence. This course satisfies Peace Officers Standards and Training (POST) requirements for basic training of public safety dispatchers.

## Modular Basic Peace Officer Certificate of Achievement

This modular certificate is designed for state certified entry-level positions in law enforcement agencies. Successful completion of this program and subsequent completion of the hiring agencies probationary period in a Peace Officers' Standards and Training (POST) certified agency qualifies the student for a POST certificate. This program meets Penal Code section 832 requirement of training as a peace officer in the state of California.

This program is broken up into three modules and must be taken in the following order: Module III (approximately 11 weeks), Module II (approximately 16 weeks) and Module I (approximately 26 weeks). Completion of all three modules equals the POST Regular Basic Course.

| Code                    | Title                    | Units       |
|-------------------------|--------------------------|-------------|
| <b>Required Courses</b> |                          |             |
| CRMJUS 061              | Reserve Level III        | 6.5         |
| CRMJUS 060              | Reserve Level II Officer | 12.5        |
| CRMJUS 059              | Reserve Level I Officer  | 16.5        |
| <b>Total Units</b>      |                          | <b>35.5</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.****This is a Gainful Employment Program***

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Apply to any law enforcement agency in the State of California as police officer or deputy sheriff
- Apply knowledge and skills required in completing Field Training Program (FTO)
- Choose to further their education by completing the requirements for an Administration of Justice Degree
- Demonstrate the ability to identify and understand key crime prevention techniques
- Understand the importance of community partnerships, prevention, and collaborative problem solving to reduce crime, the fear of crime and improve the quality of life
- Analyze the relationships between the law enforcement, courts, and corrections
- Demonstrate the ability to accurately read and recognize circumstances under which search and seizures can be conducted
- Recognize and respect the complexities of cultural diversity and have the skills necessary for identifying and responding to California's changing communities

## Culinary Arts

The Culinary Arts curriculum prepares students for careers in culinary arts, food services, and other hospitality career fields. Hospitality is the second largest employing industry in the state of California and the United States. Successful completion of one of the vocational certificates qualifies students for certification and membership in the American School Food Service Association. Students planning to transfer to a four-year institution and major in Culinary Arts should consult with a counselor regarding the transfer process and lower division requirements. Please see Hospitality (p. 231) for more courses and programs in this major.

### Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Stacy Meyer (smeyer@sbccd.edu), M.A.

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- Baking Business Certificate of Achievement (p. 165)
  - Baking Certificate of Achievement (p. 166)
  - Food Preparation Certificate of Achievement (p. 166)
  - Food Service Certificate of Achievement (p. 167)
  - Professional Baking and Management Associate of Arts Degree (p. 167)
  - Restaurant Service Certificate of Achievement (p. 168)

#### CULART 010 6 Units

##### Restaurant Service and Catering I

**Lecture:** 36 contact hours

**Lab:** 216 contact hours

This course provides a supervised internship in the Culinary Arts Program's operational restaurant. The concentration will be on building basic preparation techniques, recipe standardization, time management, and preparing meals for customers.

**Associate Degree Applicable**

#### CULART 011 6 Units

##### Restaurant Service and Catering II

**Lecture:** 36 contact hours

**Lab:** 216 contact hours

**Prerequisite:** CULART 010

This course provides a supervised internship in a student-run restaurant. The concentration will be building on the basic preparation techniques, recipe standardization, time management, and preparing meals for customers. The skills learned in this course will build on skills learned in Internship I.

**Associate Degree Applicable**

#### CULART 012 6 Units

##### Food Truck Restaurant and Catering Services

**Lecture:** 36 contact hours

**Lab:** 216 contact hours

**Prerequisite:** CULART 010

This course provides a supervised internship in the culinary arts operational food truck restaurant. The concentration will be on building management and technical skills needed to manage or run a kitchen and caterings from a food truck.

**Associate Degree Applicable**

#### CULART 040 6 Units

##### Introduction to Baking

**Lecture:** 36 contact hours

**Lab:** 216 contact hours

This basic baking course highlights baking techniques found in commercial kitchens with a focus on quick breads, cookies, cakes, pies and artisan breads.

**Associate Degree Applicable**

#### CULART 041 6 Units

##### Desserts and Pastries

**Lecture:** 36 contact hours

**Lab:** 216 contact hours

**Prerequisite:** CULART 040

This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, and complex pastry.

**Associate Degree Applicable**

#### CULART 042 6 Units

##### Cake Decorating

**Lecture:** 36 contact hours

**Lab:** 216 contact hours

**Prerequisite:** CULART 041

This class will provide the experience the student needs to become competent in cake decorating. This class will cover royal icing, butter icing, fondant, mirror glaze, fillings and ganache.

**Associate Degree Applicable**

#### CULART 043 6 Units

##### Advanced Desserts and Pastry/Chocolate/Sugar

**Lecture:** 36 contact hours

**Lab:** 216 contact hours

**Prerequisite:** CULART 041

This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, sugar work, chocolate work and complex pastry.

**Associate Degree Applicable**

#### CULART 044 3 Units

##### Introduction to Baking Skills, Ingredients, and Technology

**Lecture:** 54 contact hours

This course examines the basic baking skills needed in order to work within the Food Service Industry. This course will include how to scale, the ingredient list and how to read a recipe, technology used in baking, the science behind baking and how and why baking works.

**Associate Degree Applicable**

#### CULART 050 3 Units

##### Healthy Cooking and Special Diets

**Lecture:** 18 contact hours

**Lab:** 108 contact hours

This hands-on cooking class is an overview of the important nutrition principles, beneficial foods, and cooking techniques that contribute to building better brain health. Students prepare anti-inflammatory and nutrient dense foods rich in healthy fats, herbs and spices, antioxidants, probiotics, fiber, vitamins and minerals to create a delicious meal preparation. The focus is on healthy eating, organic food, sustainability and special needs diets and cooking techniques.

**Associate Degree Applicable**

**CULART 080 6 Units****Small Business and Catering Management****Lecture:** 36 contact hours**Lab:** 216 contact hours

This course covers catering and banquet techniques for serving 25 to 100 people. It includes developing a small business that will work with clients to develop an event, including customizing a menu and calculating staffing needs for preparation, cooking, transporting, setting up, serving and cleaning up. This course also caters to event planning. (Formerly CULART 180)

**Associate Degree Applicable****Transfers to CSU only****CULART 098 1-4 Units****Culinary Arts Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****CULART 161 3 Units****Quantity Food Preparation****Lecture:** 18 contact hours**Lab:** 108 contact hours**Advisory:** HOSP 160

This course details the basic principles, standards, procedures, and techniques necessary to prepare food for quantity production.

**Associate Degree Applicable****Transfers to CSU only****CULART 201 3 Units****Management of Human Resources in Hospitality****Lecture:** 54 contact hours

This course highlights the effective management techniques of human resources as it applies to hotels, restaurants and other hospitality workplaces. It emphasizes personnel planning, recruitment, selection, training, performance management, coaching, counseling and discipline, delegation and decision making.

**Associate Degree Applicable****Transfers to CSU only****CULART 205 3 Units****Principles of Design and Presentation****Lecture:** 54 contact hours

This course will explore the theory behind design and layout of platters, trays and plates for presentation. Students will learn presentation standards, matching and pairing of foods, and wines and sauces that make up presentation.

**Associate Degree Applicable****Transfers to CSU only****CULART 225 3 Units****Sanitation and Safety****Lecture:** 54 contact hours

This course focuses on the sanitation and safety issues involved with handling food through the food service process. Topics include the prevention of food borne illnesses; responsibilities of the food service manager and employees; the characteristics of a food-safe facility; food safety guidelines; and Hazard Analysis and Critical Control Point (HACCP) system and Serve Safe.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** HOSP 110**CULART 240 3 Units****Procurement, Purchasing and Selection****Lecture:** 54 contact hours

This course includes purchasing policies, specifications, procedures and controls and their implementation in the procurement of quantity foods, merchandise and supplies.

**Associate Degree Applicable****Transfers to CSU only****CULART 250 3 Units****Food, Wine and Beverage Service Concepts****Lecture:** 54 contact hours

This course covers the psychology of service, dining room organization, serving styles, wine and beverage service, staffing and management; a thorough study of major wines, grape varieties and world-wide appellations where they are grown.

**Associate Degree Applicable****Transfers to CSU only**

## Baking Business Certificate of Achievement

This certificate will give students the fundamental knowledge and skills to become an accomplished professional in baking and pastry arts. Students will learn about menu development, communication, food safety, and cost control. Students will also learn about management, communication and small business to gain entrepreneurial skills.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CULART 225              | Sanitation and Safety                                      | 3         |
| CULART 040              | Introduction to Baking                                     | 6         |
| CULART 041              | Desserts and Pastries                                      | 6         |
| CULART 044              | Introduction to Baking Skills, Ingredients, and Technology | 3         |
| CULART 080              | Small Business and Catering Management                     | 6         |
| CULART 201              | Management of Human Resources in Hospitality               | 3         |
| CULART 240              | Procurement, Purchasing and Selection                      | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service           | 3         |
| HOSP 120                | Hospitality Cost Control                                   | 3         |
| <b>Total Units</b>      |  | <b>36</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Establish and maintain safety and sanitation procedures
- Prepare standardized recipes using a variety of cooking, baking and pastry techniques, as well as appropriate equipment and tools
- Produce various baked goods and a variety of international and classic pastries and deserts using basic as well as advanced techniques which meet industry standards
- Design, produce, assemble and decorate display and wedding cakes using various finishing methods which meet industry quality standards

## Baking Certificate of Achievement

The baking certificate will give students the fundamental knowledge and skills to prepare to be an accomplished professional in the baking and pastry arts. Students will create hearth and specialty breads, desserts, pastry, patisserie, and confections. Students will develop skills in menu development, communication, food safety, and cost control. They will also take courses in management, communication, and small business to gain entrepreneurial skills.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CULART 040              | Introduction to Baking                                     | 6         |
| CULART 041              | Desserts and Pastries                                      | 6         |
| CULART 042              | Cake Decorating  | 6         |
| CULART 043              | Advanced Desserts and Pastry/Chocolate/Sugar               | 6         |
| CULART 044              | Introduction to Baking Skills, Ingredients, and Technology | 3         |
| CULART 080              | Small Business and Catering Management                     | 6         |
| CULART 205              | Principles of Design and Presentation                      | 3         |
| CULART 225              | Sanitation and Safety                                      | 3         |
| CULART 240              | Procurement, Purchasing and Selection                      | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service           | 3         |
| <b>Total Units</b>      |  | <b>45</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Establish and maintain safety and sanitation procedures
- Prepare standardized recipes using a variety of cooking, baking and pastry techniques, as well as appropriate equipment and tools
- Produce various baked goods and a variety of international and classic pastries and deserts using basic as well as advanced techniques which meet industry standards
- Design, produce, assemble and decorate display and wedding cakes using various finishing methods which meet industry quality standards

## Food Preparation Certificate of Achievement

The Food Preparation Certificate is designed to prepare students for employment in food preparation, production, and food services management. Students will be taught, in a laboratory setting, all facets of the food service industry: from knife skills and sauce-making to menu-planning and artful plating. In addition, classroom learning will highlight food industry business operations and management.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CULART 010              | Restaurant Service and Catering I                | 6         |
| CULART 011              | Restaurant Service and Catering II               | 6         |
| CULART 012              | Food Truck Restaurant and Catering Services      | 6         |
| CULART 080              | Small Business and Catering Management           | 6         |
| CULART 161              | Quantity Food Preparation                        | 3         |
| CULART 225              | Sanitation and Safety                            | 3         |
| CULART 240              | Procurement, Purchasing and Selection            | 3         |
| CULART 250              | Food, Wine and Beverage Service Concepts         | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service | 3         |
| HOSP 160                | Culinary Production and Kitchen Operations       | 3         |
| <b>Total Units</b>      |  | <b>42</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate how to properly follow a recipe by preparing a recipe of their choice for the restaurant at least once during the semester
- Recall the seven areas of a HACCP plan
- Recite on a final exam how they will store products for maximum quality
- Recite for the instructor on the final exam how the food service industry was started by writing a brief essay on the history of food service
- Recite the principles of scientific reasoning why the combination method of cooking works on a final exam
- Recite the proper techniques used for preparing, ordering and receiving a large quantity of food for a given number of people on a final exam
- Explain how to conduct business and make a profit on each catering and or banquet
- Recall how to write a catering contract

## Food Service Certificate of Achievement

The Food Service Certificate is designed for students interested in employment at commercial restaurants, institutions, health care facilities, school food services, and related food service industries.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CULART 225              | Sanitation and Safety                            | 3         |
| BUSAD 100               | Introduction to Business                         | 3         |
| CULART 161              | Quantity Food Preparation                        | 3         |
| CULART 201              | Management of Human Resources in Hospitality     | 3         |
| CULART 240              | Procurement, Purchasing and Selection            | 3         |
| CULART 250              | Food, Wine and Beverage Service Concepts         | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service | 3         |
| HOSP 120                | Hospitality Cost Control                         | 3         |
| HOSP 160                | Culinary Production and Kitchen Operations       | 3         |
| <b>Total Units</b>      |  | <b>27</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify the people who influenced the restaurant business the most throughout history and how
- Recall the names of the equipment that is used in a commercial kitchen
- Define cooking terminology
- Complete a feasibility study and design a restaurant along with costs on paper and present the final project to the entire class as a class project and part of the final for the course
- Recall how to derive the 'Break-even Point' of a restaurant
- Recall the seven areas of a HACCP plan
- Define and recall the purchasing function

## Professional Baking and Management Associate of Arts Degree

Students who receive their degree in baking will gain the skills and knowledge to be an accomplished professional in the baking and pastry arts. Students will create hearth and specialty breads, desserts, pastry, patisserie, and confections. Students will learn about menu development, communication, food safety, and cost control. They will also take courses in management, communication and small business to gain entrepreneurial skills. To graduate with a specialization in Professional Baking and Management, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CULART 040              | Introduction to Baking                                     | 6         |
| CULART 041              | Desserts and Pastries                                      | 6         |
| CULART 042              | Cake Decorating  | 6         |
| CULART 043              | Advanced Desserts and Pastry/Chocolate/Sugar               | 6         |
| CULART 044              | Introduction to Baking Skills, Ingredients, and Technology | 3         |
| CULART 080              | Small Business and Catering Management                     | 6         |
| CULART 201              | Management of Human Resources in Hospitality               | 3         |
| CULART 205              | Principles of Design and Presentation                      | 3         |
| CULART 225              | Sanitation and Safety                                      | 3         |
| CULART 240              | Procurement, Purchasing and Selection                      | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service           | 3         |
| HOSP 120                | Hospitality Cost Control                                   | 3         |
| <b>Total Units</b>      |  | <b>51</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Establish and maintain safety and sanitation procedures
- Prepare standardized recipes using a variety of cooking, baking and pastry techniques, as well as appropriate equipment and tools
- Produce various baked goods and a variety of international and classic pastries and deserts using basic as well as advanced techniques which meet industry standards
- Design, produce, assemble and decorate display and wedding cakes using various finishing methods which meet industry quality standards

# Restaurant Service Certificate of Achievement

The Restaurant Certificate is designed to prepare students for employment in the front-of-the-house of the restaurant/hospitality industry as fine dining servers and first-line supervisors.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CULART 010              | Restaurant Service and Catering I                | 6         |
| CULART 011              | Restaurant Service and Catering II               | 6         |
| CULART 225              | Sanitation and Safety                            | 3         |
| CULART 240              | Procurement, Purchasing and Selection            | 3         |
| CULART 250              | Food, Wine and Beverage Service Concepts         | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service | 3         |
| <b>Total Units</b>      |  | <b>24</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Establish and maintain safety and sanitation procedures
- Prepare standardized recipes using a variety of cooking techniques which meet industry quality standards
- Prepare a variety of recipes of utilizing the correct techniques, ingredients and equipment which meet industry quality standards
- Define and articulate the core values of the culinary professional

## Dance

The curriculum in the dance program provides basic preparation for further study in dance at the community or university level. It is the goal of the dance department to help students to develop their dance potential to the highest possible level.

### Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chairs: Melinda Fogle (mfogle@sbccd.edu), Ph.D. and Margaret Worsley (mworsley@sbccd.edu), M.M.

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### DANCE 100 3 Units

#### Dance History and Appreciation

**Lecture:** 54 contact hours

This course is a comprehensive survey of dance from ancient times to the 21st century. Emphasis is placed on historical perspectives revealing dance as an emerging art form. The course curriculum also surveys the roles of dance in relation to religion, culture, politics, and social attitudes, as well as its relation to other art forms. (Formerly DANCE 200)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### DANCE 101A 2 Units

#### Beginning Modern Dance

**Lab:** 108 contact hours

This course focuses on the inner impulse of modern dance and draws upon the movement vocabularies of classical, post-modern, and contemporary styles. A strong emphasis is placed on the acquisition of beginning modern dance movement vocabulary, dynamic alignment, and suppleness, flexibility, rhythmically, musicality, endurance and balance.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### DANCE 101B 2 Units

#### Beginning/Intermediate Modern Dance

**Lab:** 108 contact hours

**Prerequisite:** DANCE 101A

This beginning/intermediate level of Modern Dance utilizes the basic knowledge of beginning modern dance techniques to increase the movement vocabularies of classical, post-modern, and contemporary styles. Students will utilize a higher level of codified modern dance terminology and combinations, which are essential to move forward in modern dance.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### DANCE 102A 2 Units

#### Intermediate Modern Dance

**Lab:** 108 contact hours

This course offers an intermediate study of modern dance techniques. It will include movement vocabularies of Graham, Horton, Cunningham, Limon and the post modern and contemporary styles of today. Emphasis is on expanding and deepening the dancer's technical and expressive skills through more complicated techniques, combinations and improvisations. Concert and performance is required.

**Associate Degree Applicable**

**Transfers to both UC/CSU**



**DANCE 102B 2 Units****Intermediate/Advanced Modern Dance****Lab:** 108 contact hours**Prerequisite:** DANCE 102A

This course explores further the development of modern dance skills, techniques and vocabulary developed in beginning through intermediate modern dance. An in-depth emphasis is placed on increased flexibility and endurance, clarity of technique, rhythm, time, form and energy through choreographic and improvisational exercises and combinations. Concert attendance and performance is required.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 103A 2 Units****Beginning Ballet****Lab:** 108 contact hours

This course is an introduction to basic ballet technique emphasizing ballet etiquette, terminology, placement, and alignment, warm-up and injury prevention; body conditioning principles as they relate to ballet technique, flexibility and strengthening exercises, basic barre, basic center floor, and traveling combination exercises.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 103B 2 Units****Beginning/Intermediate Ballet****Lab:** 108 contact hours**Prerequisite:** DANCE 103A

This course will utilize the knowledge learned in Beginning Ballet to become more proficient in ballet technique by using higher level codified ballet terminology, utilizing placement, alignment, expanding and more complex warm-up technique, basic barre, basic center technique, increasing flexibility, furthering strengthening exercises and more complex traveling combination exercises as it relates to this level of ballet, while reviewing cumulative ballet technique for higher levels of ballet.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 105A 2 Units****Beginning Jazz Dance****Lab:** 108 contact hours

This course is an introduction to the beginning techniques of Jazz Dance with a focus on movement vocabulary, placement, centering, balance, alignment, strength, flexibility, and across the floor progressions.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 105B 2 Units****Beginning/Intermediate Jazz Dance****Lab:** 108 contact hours**Prerequisite:** DANCE 105A

This course is a continuation and advancement of beginning level techniques with an additional introduction of intermediate techniques. These techniques collectively enable the student to demonstrate an increased ability to execute proper placement, alignment, balance, strength, flexibility, and across the floor progressions of dance movement.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 106A 2 Units****Intermediate Jazz Dance****Lab:** 108 contact hours**Prerequisite:** DANCE 105B

This course provides a continuing study of jazz dance techniques at the intermediate level including the styles and techniques of Jack Cole, Jerome Robbins, Frank Hatchett, Bob Fosse, Katherine Dunham, and more. Focus is given to the development of the dancer's technical and expressive skills, as well as historical and theoretical understandings of jazz technique for film, television, and stage. Public performance is required for this class.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 106B 2 Units****Intermediate/Advanced Jazz Dance****Lab:** 108 contact hours**Prerequisite:** DANCE 106A

This course provides a continuing study of jazz dance techniques at the intermediate level with an additional introduction of advanced techniques. Study of the styles and techniques of famous artists such as Debbie Allen, Gus Giordano, Michael Bennet, Mia Michaels and more are covered in this class. Contemporary and commercial jazz dance forms are also covered along with historical and theoretical understandings of jazz dance techniques related to the dancer's expressive skills. Public performance is required for this class.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 107X2 2 Units****Beginning Tap Dance****Lab:** 108 contact hours

This is a basic course of instruction in the art of tap dancing. Topics include physical strengthening, rhythmic awareness, execution of basic tap-dancing steps, floor exercises, vocabulary for theatrical presentation of tap choreography, audience awareness and basic acting skills. This course may be taken two times.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 114X4 4 Units****Dance Rehearsal and Performance****Lab:** 216 contact hours

**Limitation on Enrollment:** Enrollment in this class is contingent upon an audition for a current dance production.

This course provides instruction and supervision of rehearsal and performance in various dance productions. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU****DANCE 206X4 4 Units****Dance Production****Lab:** 216 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course provides instruction and analysis of all aspects of dance production including organizing a dance production; publicity and marketing; budget; theatrical and dance lighting; set design; costumes and makeup; and instruction in elements of physical theater, such as stage terminology, stage directions, and roles of theatre personnel. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU**

# Economics

Economics is the study of how people and societies produce various commodities and distribute them for consumption, now or in the future, among various persons and groups in society. As a descriptive, academic discipline, it is concerned with accurate portrayals of national economics as well as those of regions, firms, and individuals. As an analytic discipline, its tools are used to order, modify, and describe economic activity. Training in economics, supplemented by course work in other disciplines, provide excellent preparations for particular careers in industry, government, and many professions including management, law, education, public administration or consulting. The study of economics also provides useful intellectual training for individuals who may be uncertain about their future careers. Students planning to transfer to a four-year institution and major in economics or related fields should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Michael Levine (mlevine@sbccd.edu), Ph.D.

- 
- Economics Associate of Arts Transfer Degree (p. 171)

### ECON 100 3 Units

#### Introduction to Economics

**Lecture:** 54 contact hours

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

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ECON 200 3 Units

#### Principles of Macroeconomics

**Lecture:** 54 contact hours

**Advisory:** Eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process and MATH 095 or MATH 096.

This course provides an introduction to macroeconomic theory and the role of fiscal and monetary policies in economics with special emphasis on national economic problems, aggregate measures of economic activity, macroeconomic equilibrium, financial institutions, economic growth, the business cycle and international economics.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ECON 202

### ECON 200H 3 Units

#### Principles of Macroeconomics - Honors

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H

**Advisory:** MATH 095 or MATH 096

This course provides an introduction to macroeconomic theory and the role of fiscal and monetary policies in economics with special emphasis on national economic problems, aggregate measures of economic activity, macroeconomic equilibrium, economic growth, the business cycle, financial institutions and international economics. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ECON 202

### ECON 201 3 Units

#### Principles of Microeconomics

**Lecture:** 54 contact hours

**Advisory:** Eligibility for ENGL 101 or ENGL 101H as determined by SBVC assessment process and MATH 095 or MATH 096.

This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ECON 201

### ECON 201H 3 Units

#### Principles of Microeconomics - Honors

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H

**Advisory:** MATH 095 or MATH 096

This course provides an introduction to microeconomic theory, including economic development, international economics, and comparative economic systems with special emphasis on microeconomic problems such as the provisioning of public goods and environmental regulations. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** ECON 201

### ECON 208 4 Units

#### Business and Economic Statistics

**Lecture:** 72 contact hours

**Prerequisite:** MATH 095 or MATH 096 or eligibility for MATH 102 as determined through the SBVC assessment process.

This course is a study of statistical methods commonly used in business and economics including measures of central tendency; measures of dispersion and skewness; probability concepts and distributions; statistical inferences; parametric and non-parametric hypothesis testing; index numbers time series analysis; simple regression, and correlation analysis.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** MATH 110

## Economics Associate of Arts Transfer Degree

The Economics program focuses on the systematic study of the production, conservation and allocation of resources in conditions of scarcity, together with the organizational frameworks related to these processes. Economics is truly all around us, present in almost every aspect of our lives from the perspective that every human activity involves choice between alternatives (i.e., trade-offs) and the use of some scarce resource.

Studying the subject gives students a general understanding of the world and its inner workings. Students learn everything from what determines the price of goods and services to why the average standards of living vary so widely within and between countries. An economics major is very versatile and provides excellent preparation for law school. Economics majors can find positions with the government, in all areas of business decision-making, in positions associated with technology or finance, and more.

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. To earn this Economics AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Economics should consult with a counselor regarding the transfer process and lower division requirements.

| Code  | Title  | Units |
|---|--|-------|
| <b>Required Courses</b>   |  |       |
| ECON 200<br>or ECON 200H  | Principles of Macroeconomics<br>Principles of Macroeconomics - Honors          | 3     |
| ECON 201<br>or ECON 201H  | Principles of Microeconomics<br>Principles of Microeconomics - Honors          | 3     |
| ECON 208<br>or MATH 108   | Business and Economic Statistics<br>Introduction to Probability and Statistics | 4     |
| MATH 141<br>or MATH 250   | Business Calculus<br>Single Variable Calculus I                                | 4     |
| <b>List A: Select one course from the following (3-4 units)</b> |  |       |
| ACCT 200  | Financial Accounting   | 4     |
| ACCT 201  | Managerial Accounting  | 4     |
| BUSAD 127   | Business Communication   | 3     |
| CIT 101   | Introduction to Computer Literacy  | 3     |
| MATH 102  | College Algebra  | 4     |
| MATH 151  | Precalculus  | 4     |

|   |                             |   |
|---|-----------------------------|---|
| MATH 251  | Single Variable Calculus II | 4 |
| <b>List B: Select one course from the following (3-5 units)</b> |                             |   |
| ECON 100  | Introduction to Economics   | 3 |
| MATH 252  | Multivariable Calculus      | 5 |
| MATH 265  | Linear Algebra              | 4 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>20-23</b> |
| <b>Total Units That May Be Double Counted</b>    |       | <b>9</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>7-12</b>  |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Explain, graph, and analyze key macroeconomic and microeconomic models by applying the concept of market equilibrium
- Identify data sources, describe appropriate empirical tools, and perform research on data they retrieve from original surveys, or official and industry sources
- Evaluate economic issues and public policy by using economic models or data analysis while identifying underlying assumptions of the model(s) and limitations
- Communicate economic ideas by means of written essays or reports which demonstrate the ability to formulate informed opinions on economic policy issues and recognize the validity of opposing viewpoints

# Electricity, Electronics, and Technical Calculations

The Electricity/Electronics curriculum is designed to provide entry-level job training in this broad and expanding field. These classes lead to trainee positions in maintenance, installation, field service, networking, and apprenticeship in the area of specialization. Students who seek a Certificate or an Associate of Science Degree in the fields below will complete a series of Electronics Technology courses common to electricity, communications, and computers and then complete the appropriate area of specialization:

1. Electronics Technology,
2. Communication Engineering Technology,
3. Computer Engineering Technology,
4. Electric Power Technology, or
5. Avionics Technology,

A certificate is also available in the General Electrician Certification Program.

Students planning to transfer to a four-year institution and major in electronics should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

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Students working for a degree or certificate in Electricity/ Electronics must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select. The programs offered will prepare student with the fundamentals of electronics technology by offering courses common to electricity, communications and computers, and power technology. This preparation can be for transfer to the university or for further study in areas of communications, computers, electricity, and aircraft electronics. It can also prepare students for entry-level positions in electronics maintenance, installation, field service, networking, and apprenticeship in the field of electronics technology. Students should have normal color vision, and hand/eye coordination.

- Avionics Technology Associate of Science Degree (p. 176)
- Avionics Technology Certificate of Achievement (p. 176)
- Communication Engineering Technology Associate of Science Degree (p. 177)
- Communication Engineering Technology Certificate of Achievement (p. 177)
- Computer Engineering Technology Associate of Science Degree (p. 178)
- Computer Engineering Technology Certificate of Achievement (p. 178)
- Electric Power Technology Associate of Science Degree (p. 179)
- Electric Power Technology Certificate of Achievement (p. 179)
- Electronics Technology Associate of Science Degree (p. 180)
- Electronics Technology Certificate of Achievement (p. 180)
- General Electrician Certificate of Achievement (p. 181)

- Green Technician Certificate of Career Preparation (p. 181)
- Industrial Automation Certificate of Achievement (p. 182)
- Smart Systems Automation Technology Certificate of Completion (p. 182)
- Zero Net Energy Certificate of Achievement (p. 182)

### ELEC 021 3 Units

#### Blueprint Reading for Building Energy Systems

**Lecture:** 54 contact hours

**Advisory:** TECALC 087

This course is a study of basic information for reading blueprints and construction drawings. It is designed for those who must assimilate information found in working drawings and specifications.

**Associate Degree Applicable**

### ELEC 050 4 Units

#### Zero Net Energy Building Science

**Lecture:** 72 contact hours

Zero Net Energy (ZNE) Building Science includes an overview of many progressive measures that improve the energy performance of buildings. Studies focus on architectural design of building, construction methodology, green HVAC systems, renewable energy systems and the terminology used in the ZNE Industry. A survey of projects, policies and programs driving ZNE performance in residential and non-residential buildings will be studied.

**Associate Degree Applicable**

### ELEC 091 3 Units

#### Fundamentals of Solar Energy

**Lecture:** 54 contact hours

This course is designed for students interested in a career in the solar industry. The fundamental principles and functions of photovoltaic industry will be introduced along with the planning, installation and maintenance of all necessary components for a photovoltaic system. The transmission and distribution of electric power will be reviewed and basic concepts of electricity, identification, functions and operations of components will be surveyed.

**Associate Degree Applicable**

### ELEC 101 3 Units

#### Supply Chain Technology

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** ELECTR 110 and ELECTR 111

This course is an industrial technology overview covering the basic knowledge and skills needed for supply chain technicians to successfully work in automated factories, warehouses, and distribution centers. Introduction to the troubleshooting and maintenance of complex electromechanical systems is a major focus of this class.

**Associate Degree Applicable**

**Transfers to CSU only**

**ELEC 215C 4 Units****Electrical Control of Hydraulic-Pneumatic Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 115 and ELECTR 116

This course introduces hydraulic/pneumatic fundamentals, principle of electrical control of hydraulic/pneumatic systems, electrical concepts of ladder diagrams, functional systems of electrical/hydraulic/pneumatic sequencing of actuators, industrial applications, industrial-type hydroelectric and electro pneumatic circuits, and troubleshooting electrically controlled hydraulic/pneumatic systems.

**Associate Degree Applicable****Transfers to CSU only****ELEC 216C 4 Units****Introduction to Industrial Electricity****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 110 and ELECTR 111

This course covers the study of electrical power transmission, the National Electrical Code, electrical blueprints, residential and commercial wiring.

**Associate Degree Applicable****Transfers to CSU only****ELEC 217C 4 Units****Industrial Electricity****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 115 and ELECTR 116

This course covers the study of DC motors, single and polyphase AC motors, and the necessary controls and measuring equipment used for industrial circuit protection and switching equipment.

**Associate Degree Applicable****Transfers to CSU only****ELEC 218C 4 Units****Controlling Industrial Electricity****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 115 and ELECTR 116

This course covers the study of DC, AC, and polyphase motor operation, mechanical and programmable machine controls, relays and programmable logic controllers (PLCs), ladder logic diagrams and the communication network linking the programmer, the controller, the laptop computer and the machine.

**Associate Degree Applicable****Transfers to CSU only****ELEC 219C 4 Units****Industrial Electronic Systems Controls II****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELEC 218C

This course examines system application of industrial electronic systems (PLC) including industrial production and processes, automation, and programmable motor controllers. Emphasis is on programmable logic controllers.

**Associate Degree Applicable****Transfers to CSU only****ELEC 606 Noncredit****Programmable Logic Controller (PLC)****Lecture:** 54 contact hours

The purpose of this noncredit electronics technology course is to align with the growing portion of the electronic companies that can employ workers with specific skills/knowledge and specialize in the field of control systems.

**ELEC 607 Noncredit****Preparation for Journeyman Electrician Exam****Lecture:** 54 contact hours

The purpose of this noncredit electrical technology course is to allow a growing population of electrical workers understand specific sections of the National Electrical Code (NEC). The course includes the expected knowledge of the service, load calculations, grounding and overcurrent protection for conductors, motors, and transformers.

**ELEC 608 Noncredit****Wireless Communications****Lecture:** 54 contact hours

The purpose of this noncredit electronics technology course is to align with the growing portion of the electronic companies that can employ workers with specific skills, knowledge and specialize in the field of wireless communications.

**ELEC 609 Noncredit****Antennas and Wave Propagation****Lecture:** 27 contact hours

The purpose of this noncredit electronics technology course is to align with the growing portion of the electronic companies that can employ workers with specific skills, knowledge and specialize in the field of antennas and wave propagation.

**ELEC 621 Noncredit****Blueprint Reading for Building Energy Systems****Lecture:** 54 contact hours

This noncredit course is a study of basic information for reading blueprints and construction drawings. It is designed for those who must assimilate information found in working drawings and specifications.

**ELEC 650 Noncredit****Zero Net Energy Building Science****Lecture:** 72 contact hours

Zero Net Energy (ZNE) Building Science noncredit course includes an overview of many progressive measures that improve the energy performance of buildings. Studies focus on architectural design of building, construction methodology, green HVAC systems, renewable energy systems and the terminology used in the ZNE Industry. A survey of projects, policies and programs driving ZNE performance in residential and non-residential buildings will be studied.

**ELECTR 098 1-4 Units****Electronics Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

**ELECTR 110 3 Units****Direct Current Circuit Analysis****Lecture:** 54 contact hours**Corequisite:** ELECTR 111

This is a comprehensive course in direct current circuit analysis including Ohm's law, series and parallel circuit analysis, voltage and current dividers, DC meters, Kirchhoff's laws, magnetic circuits, and network theorems.

**Associate Degree Applicable****Transfers to both UC/CSU****ELECTR 111 1 Unit****Direct Current Circuit Laboratory****Lab:** 54 contact hours**Corequisite:** ELECTR 110

This course is the laboratory complement to ELECTR 110 including experiments reinforcing the theory of electricity and the necessary technical skills.

**Associate Degree Applicable****Transfers to both UC/CSU****ELECTR 115 3 Units****Alternating Current Circuit Analysis****Lecture:** 54 contact hours**Prerequisite:** ELECTR 110 and ELECTR 111**Corequisite:** ELECTR 116

This course is an in-depth analysis of alternating current circuits to include AC generation and transformation, inductance and inductive circuits, capacitance and capacitive circuits, time constants, rectangular and polar notation, AC circuit analysis, resonance, and filters.

**Associate Degree Applicable****Transfers to both UC/CSU****ELECTR 116 1 Unit****Alternating Current Circuit Laboratory****Lab:** 54 contact hours**Prerequisite:** ELECTR 110 and ELECTR 111**Corequisite:** ELECTR 115

This course is the laboratory complement to ELECTR 115 including skill training in reading and interpreting measurements on an oscilloscope, using QT boards, function generators, and other test equipment.

**Associate Degree Applicable****Transfers to both UC/CSU****ELECTR 155 3 Units****Electronic Drawing and Assembly****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 110

This course covers electronic schematic capture, simulation, export to printed circuit board design, layout, and auto-routing software. It includes basic Computer Aided Design (CAD) drafting, block diagrams, library component templates, and printed circuit board (PCB) design, fabrication, and assembly, using with through-hole and surface-mount technology and devices (SMT and SMD).

**Associate Degree Applicable****Transfers to CSU only****ELECTR 220C 3 Units****F.C.C. Rules and Regulations****Lecture:** 54 contact hours

This course is a review of the requirements and questions for the General Radiotelephone Operator's License offered by the Federal Communications Commission.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 230 3 Units****Semiconductor Devices****Lecture:** 54 contact hours**Prerequisite:** ELECTR 110

This course is a study of semiconductor devices including the chemistry and physics of the structure of the atom and the operation of semiconductor devices based on energy level analysis.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 235 4 Units****Solid State Circuit Analysis****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 230

This course covers an analysis of discrete solid-state circuits and their design including diodes, circuit configurations, amplifiers and amplification, biasing techniques, feedback principles, FETs, photo devices, and evaluation of designed circuits.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 250C 4 Units****Radio Transmitters, Receivers and Antennas****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 115 and ELECTR 116

In this course, students explore topics of electronic communications, such as the electromagnetic frequency spectrum, frequency bands, analog and digital modulation, digital data, antennas, transmission lines and loads, government services and fiber optics. Exercises include diagramming modern transmitter and receiver components, plotting impedances, and making line and load conversions.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 255C 4 Units****Telephone and Data Networking****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 115 and ELECTR 116

This course includes telephone topology with emphasis on the Open System Interconnection (OSI) model, telephony color code, tools, patch panels, phone wiring and installation, voice and data block wiring, installation, and programming/ troubleshooting a digital key system and network.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 257C 4 Units****Navigation and Communication Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 250C

This course covers the bench test, installation and ramp test of transmitter and receiver systems and their operating principles. Systems include Auto Direction Finder, Very High Frequency Omnidirectional Range, LORAN-C, Omega, INS, DME, ILS, VHF communication, HF communication, FM transceivers and transponder.

**Associate Degree Applicable****Transfers to CSU only**

**ELECTR 265 4 Units****Digital Logic Design****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course covers combinational logic utilizing Boolean algebra and the binary numbering system. Topics include Karnaugh maps, truth tables, coding, switching circuits, converters, logic circuit elements, timers, digital-to-analog and analog-to-digital conversions, decoders, multiplexers, demultiplexers, and displays.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 266 4 Units****Microprocessor Technology With Assembly Language****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 265

This course covers the fundamental principles of microprocessors and microcontrollers. The architecture of the 8051 series microcontroller is highlighted along with its' operation and applications in embedded systems. Students make use of assembly language and C language to interface with both analog and digital circuitry. Software simulation tools and microcontroller trainer boards are used in lab exercises and a final project.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 270 4 Units****Linear Integrated Circuit Analysis****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 115 and ELECTR 116

This course is a review of bipolar transistor fundamentals and differential amplifiers with emphasis on inner connections and circuit designs using integrated circuit operational amplifiers, phase-lock loops, and current differentiating amplifiers. Includes breadboarding and evaluation of various types of active linear and pulse circuits involving operational amplifiers and phase-lock loops.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 280C 4 Units****Computer Operation and Maintenance****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 266

This course provides a working knowledge of the principles and analysis techniques applicable to computer operations and maintenance. It includes the theory and experience necessary to understand and analyze computer circuitry as needed for entry-level work in the computer and electronics industry.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 290C 4 Units****Industrial Computers and Robotics Maintenance****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ELECTR 266

This course is a comprehensive study of computers and robots used in industry. Including diagnostics and programming for controlling robots, machines and medical equipment.

**Associate Degree Applicable****Transfers to CSU only****ELECTR 600 Noncredit****Preparation for DC Circuit Certification****Lecture:** 54 contact hours

This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of Direct Current (DC) processes and circuits. This course prepares students to take the DC Basics Certification Exam with the Electronics Technicians Association (ETA).

**ELECTR 601 Noncredit****Preparation for AC Basics Certification****Lecture:** 54 contact hours

This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of AC circuits. This course prepares students to take the AC Basics Certification Exam with the Electronics Technicians Association (ETA).

**ELECTR 602 Noncredit****Preparation for Analog Electronics Certification****Lecture:** 108 contact hours

This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of analog processes and circuits. This course prepares students to take the Analog Electronics Certification Exam with Electronics Technicians Association (ETA).

**ELECTR 603 Noncredit****Preparation for Digital Basics Certification****Lecture:** 54 contact hours

This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of digital processes and circuits. This course prepares students to take the Digital Basics Certification Exam with the Electronics Technicians Association (ETA).

**ELECTR 604 Noncredit****Preparation for Comprehensive Electronics Certification****Lecture:** 54 contact hours

This noncredit electronics technology course prepares students with the specific skills and knowledge in the field of comprehensive knowledge of motors, generators, control circuits, circuit protection, and power distribution. This course prepares students to take the Comprehensive Electronics Certification with the Electronics Technicians Association (ETA).

**ELECTR 620 Noncredit****Introduction to Computer Networking****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit electronics technology course prepares students to take the ETA (Electronics Technicians Association International) STS-CN industry certification. The course covers wire and wireless local area network basics, Internet/VoIP services and security, hardware and software installation, and cabling distribution.

**ELECTR 621 Noncredit****Security, Alarm, and Surveillance Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit electronics technology course prepares students to take the ETA (Electronics Technicians Association International) STS-SS industry certification. The course covers closed-circuit television (CCTV) system, security and fire alarm system, Voice-over-Internet Protocol (VoIP), security cameras, smart locks, and smart access control.

**ELECTR 622 Noncredit****Smart Environmental Controls****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit electronics technology course prepares students to take the ETA (Electronics Technicians Association International) STS-EC industry certification. The course covers smart lighting, smart thermostats, smart plugs and switches, smart HVAC, and carbon monoxide and smoke detectors, and other miscellaneous smart devices.

**ELECTR 623 Noncredit****Audio-Visual Entertainment Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course prepares students to take the ETA (Electronics Technicians Association International) STS-AV industry certification. The course covers smart televisions and projectors, HD, UHD, LED, and OLED television technologies, wireless smart speakers, Wi-Fi screencasting, audio and HD cabling, amplifiers and receivers, surround sound speaker systems and connectors, rackmounts, and other accessories.

**TECALC 087 4 Units****Technical Calculations****Lecture:** 72 contact hours

This course covers practical use and applications of technical calculations on topics such as electrical measurements, temperature, volume, weight, and positioning including the number line, working with dedicated formula, applied problems, geometric principles, graphs, right triangles, coordinate systems, and scientific notation.

**Associate Degree Applicable**

## Avionics Technology Associate of Science Degree

To graduate with a specialization in Avionics Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

| Code                    | Title  | Units |
|-------------------------|--|-------|
| <b>Required Courses</b> |  |       |
| TECALC 087              | Technical Calculations                           | 4     |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3     |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1     |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3     |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1     |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3     |
| ELECTR 230              | Semiconductor Devices                            | 3     |
| ELECTR 235              | Solid State Circuit Analysis                     | 4     |
| ELECTR 265              | Digital Logic Design                             | 4     |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4     |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4     |
| AERO 021                | Aviation Fundamentals <sup>1</sup>               | 3     |
| AERO 040                | Instrument Ground School                         | 4     |
| ELECTR 220C             | F.C.C. Rules and Regulations                     | 3     |
| ELECTR 250C             | Radio Transmitters, Receivers and Antennas       | 4     |

|                    |                                      |           |
|--------------------|--------------------------------------|-----------|
| ELECTR 257C        | Navigation and Communication Systems | 4         |
| <b>Total Units</b> |                                      | <b>52</b> |

<sup>1</sup> AERO 052 & AERO 053 can be substituted for AERO 021 & AERO 040

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer a core curriculum to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex navigational and airborne communications circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of avionics technology

## Avionics Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to avionics. The curriculum prepares students for entry-level positions in aircraft electricity, maintenance, installation, field service, networking, and apprenticeship in the field of avionics technology.

| Code                    | Title  | Units |
|-------------------------|--|-------|
| <b>Required Courses</b> |  |       |
| TECALC 087              | Technical Calculations                           | 4     |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3     |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1     |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3     |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1     |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3     |
| ELECTR 230              | Semiconductor Devices                            | 3     |
| ELECTR 235              | Solid State Circuit Analysis                     | 4     |
| ELECTR 265              | Digital Logic Design                             | 4     |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4     |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4     |
| AERO 021                | Aviation Fundamentals <sup>1</sup>               | 3     |
| AERO 040                | Instrument Ground School                         | 4     |



|                    |  |           |
|--------------------|--|-----------|
| ELECTR 220C        | F.C.C. Rules and Regulations               | 3         |
| ELECTR 250C        | Radio Transmitters, Receivers and Antennas | 4         |
| ELECTR 257C        | Navigation and Communication Systems       | 4         |
| <b>Total Units</b> |  | <b>52</b> |

<sup>1</sup> AERO 052 & AERO 053 can be substituted for AERO 021 & AERO 040.

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer a core curriculum to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex navigational and airborne communications circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of avionics technology

## Communication Engineering Technology Associate of Science Degree

To graduate with a specialization in Communication Engineering Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| TECALC 087              | Technical Calculations                           | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| ELECTR 220C             | F.C.C. Rules and Regulations                     | 3         |
| ELECTR 250C             | Radio Transmitters, Receivers and Antennas       | 4         |
| ELECTR 255C             | Telephone and Data Networking                    | 4         |
| <b>Total Units</b>      |  | <b>45</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex communications systems
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic communications technology

## Communication Engineering Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to communication engineering. The curriculum prepares students for entry-level positions in electronics communication maintenance, installation, field service, networking, and apprenticeship in the field of communication engineering technology.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| TECALC 087              | Technical Calculations                           | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| ELECTR 220C             | F.C.C. Rules and Regulations                     | 3         |
| ELECTR 250C             | Radio Transmitters, Receivers and Antennas       | 4         |
| ELECTR 255C             | Telephone and Data Networking                    | 4         |
| <b>Total Units</b>      |  | <b>45</b> |

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex communications systems
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic communications technology

## Computer Engineering Technology Associate of Science Degree

To graduate with a specialization in Computer Engineering Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| ELECTR 280C             | Computer Operation and Maintenance               | 4         |
| TECALC 087              | Technical Calculations                           | 4         |
| <b>Total Units</b>      |  | <b>38</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Be prepared to transfer a core curriculum to an accredited, 4-year college or university with junior class standing in electronics technology or a related major

- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital computer circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of computer technology

## Computer Engineering Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to computer engineering. The curriculum prepares students for entry-level positions in computer maintenance, installation, field service, networking, and apprenticeship in the field of computer engineering technology. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| ELECTR 280C             | Computer Operation and Maintenance               | 4         |
| TECALC 087              | Technical Calculations                           | 4         |
| <b>Total Units</b>      |  | <b>38</b> |

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital computer circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of computer technology

## Electric Power Technology Associate of Science Degree

To graduate with a specialization in Electric Power Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| TECALC 087              | Technical Calculations                           | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| ELEC 216C               | Introduction to Industrial Electricity           | 4         |
| ELEC 217C               | Industrial Electricity                           | 4         |
| ELEC 218C               | Controlling Industrial Electricity               | 4         |
| <b>Total Units</b>      |  | <b>46</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Prepare to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, diagram the information in the correct sections of the National Electrical Code and install electrical wiring and components
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology

## Electric Power Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology as it applies to industrial electricity. The curriculum prepares students for entry-level positions in electrical maintenance, installation, field service, networking, and apprenticeship in the field of electric power technology.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| TECALC 087              | Technical Calculations                           | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| ELEC 216C               | Introduction to Industrial Electricity           | 4         |
| ELEC 217C               | Industrial Electricity                           | 4         |
| ELEC 218C               | Controlling Industrial Electricity               | 4         |
| <b>Total Units</b>      |  | <b>46</b> |

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### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, diagram the information in the correct sections of the National Electrical Code and install electrical wiring and components
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology

## Electronics Technology Associate of Science Degree

To graduate with a specialization in Electronics Technology, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| TECALC 087              | Technical Calculations                           | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| <b>Total Units</b>      |  | <b>34</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology

## Electronics Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of electronics technology. It also prepares students for entry-level positions in electronics maintenance, installation, field service, networking, and apprenticeship in the field of electronics technology.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| TECALC 087              | Technical Calculations                           | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory           | 1         |
| ELECTR 155              | Electronic Drawing and Assembly                  | 3         |
| ELECTR 230              | Semiconductor Devices                            | 3         |
| ELECTR 235              | Solid State Circuit Analysis                     | 4         |
| ELECTR 265              | Digital Logic Design                             | 4         |
| ELECTR 266              | Microprocessor Technology With Assembly Language | 4         |
| ELECTR 270              | Linear Integrated Circuit Analysis               | 4         |
| <b>Total Units</b>      |  | <b>34</b> |

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### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Be prepared to transfer to an accredited, 4-year college or university with junior class standing in electronics technology or a related major
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/Federal-style examinations on the theory and procedures of electronic technology

## General Electrician Certificate of Achievement

This certificate will allow an "Electrician Trainee" to sit for the California State General Electrician Certification examination. These courses also satisfy the continuing education requirement every three years for certified electricians.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| OSHA 030                | Federal OSHA Outreach: Construction Industry Safety              | 2         |
| ELEC 216C               | Introduction to Industrial Electricity                           | 4         |
| ELEC 217C               | Industrial Electricity   | 4         |
| ELEC 218C               | Controlling Industrial Electricity                               | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                                  | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                                | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis                             | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory                           | 1         |
| ELECTR 230              | Semiconductor Devices  | 3         |
| ELECTR 235              | Solid State Circuit Analysis                                     | 4         |
| ELECTR 265              | Digital Logic Design   | 4         |
| INSPEC 014              | Advanced Construction Inspection: National Electrical Code (NEC) | 3         |
| KIN 231                 | First Aid and CPR  | 3         |
| TECALC 087              | Technical Calculations   | 4         |
| INSPEC 029              | Community Relations for Building Personnel                       | 3         |
| <b>Total Units</b>      |  | <b>46</b> |

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### Program Learning Outcomes

At the completion of this program, students will be able to:

- Be eligible to sit for California State General Electrician Certification examination on the theory and procedures of electrical technology
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Select the proper section of the National Electrical Code and electrical blueprints, to properly inspect, and estimate the costs associated with for residential and commercial wiring
- Analyze, interpret, and trace digital logic diagrams used in signal tracing of complex digital circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures

## Green Technician Certificate of Career Preparation

This program is designed to provide students with fundamentals of renewable energy systems and related sustainability concepts that will prepare them for entry level jobs. DC and AC electrical theory, solar power systems design, installation and maintenance issues, along with OSHA construction safety are covered. Entry-Level certification into the Solar Photovoltaic Industry.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| ELECTR 110              | Direct Current Circuit Analysis                     | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                   | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis                | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory              | 1         |
| ELEC 091                | Fundamentals of Solar Energy                        | 3         |
| OSHA 030                | Federal OSHA Outreach: Construction Industry Safety | 2         |
| <b>Total Units</b>      |   | <b>13</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Sit for industry/Federal-style examinations on the theory and procedures of Solar Technology, such as NABCEP
- Use quantitative measurement of electrical circuit parameters utilized in Solar photovoltaic systems design and implementation; assemble and test, both direct current (DC), and alternating current (AC), series, parallel, and combination series parallel circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the design and installation of Solar systems based on field parameters
- Select and operate electronic test equipment during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and blueprints and diagrams used in the Solar system installation field

## Industrial Automation Certificate of Achievement

Students will be prepared for high paying careers in the many existing and future automated manufacturing plants, smart warehouses, and high technology distribution and material handling centers, usually located near major railroad hubs, airports, and interstate freeways. Nearly every product in the supply chain is processed through a complex network of automated material handling, transportation, and logistics centers. This certificate program focuses on the electronic technology responsible for monitoring, controlling, and actuating automated processes involved with all phases of material processing, packaging, and handling systems. Students will be equipped with technical information on mechanical, electrical, analog and digital electronics, Programmable Logic Controllers (PLCs), Programmable Automation Controllers (PACs), Supervisory Control and Data Acquisition (SCADA) systems, fluid power systems, computer hardware and software, networking, interfacing, robotics, sensors and actuators typically used in automated equipment.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| OSHA 035                | Federal OSHA Outreach: General Industry Safety    | 2         |
| ELECTR 110              | Direct Current Circuit Analysis                   | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                 | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis              | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory            | 1         |
| ELEC 101                | Supply Chain Technology                           | 3         |
| ELEC 215C               | Electrical Control of Hydraulic-Pneumatic Systems | 4         |
| ELEC 217C               | Industrial Electricity                            | 4         |
| ELEC 218C               | Controlling Industrial Electricity                | 4         |
| ELEC 219C               | Industrial Electronic Systems Controls II         | 4         |
| ELECTR 265              | Digital Logic Design                              | 4         |
| <b>Total Units</b>      |   | <b>33</b> |

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### Program Learning Outcomes

At the completion of this program, students will be able to:

- Create Radio Frequency identification (RFID) and optical bar-code reading and communication systems
- Use PLCs, VFDs, and HMIs in the design, configuration and control of conveyor belt systems for the supply chain industry
- Compose written documents on occupation safety and health in general industry, demonstrating a high level of competency
- Use quantitative measurement of electrical circuit parameters; assemble and test, both direct current (DC), and alternating current (AC), series, parallel, and combination series parallel circuits
- Deliver formal presentations as required by technicians working the field of supply chain technology, on a variety of subjects, to a wide range of audiences

## Smart Systems Automation Technology Certificate of Completion

This noncredit certificate is designed to provide students with the fundamentals of smart devices as they apply to smart systems automation technology. The curriculum prepares students for entry-level positions in computer networking, security and surveillance, audio-video entertainment systems, and environmental controls.

| Code                    | Title                                     | Units          |
|-------------------------|---|----------------|
| <b>Required Courses</b> |   |                |
| ELECTR 620              | Introduction to Computer Networking       | 0              |
| ELECTR 621              | Security, Alarm, and Surveillance Systems | 0              |
| ELECTR 622              | Smart Environmental Controls              | 0              |
| ELECTR 623              | Audio-Visual Entertainment Systems        | 0              |
| <b>Total Hours</b>      |   | <b>384-432</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Select and operate electronic test equipment during troubleshooting and repair operations, with emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace wiring or schematic diagrams used in installing and troubleshooting smart devices connected to the Internet of Things (IoT)
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Sit for industry/federal-style examinations on the theory and procedures of smart systems automation technology

## Zero Net Energy Certificate of Achievement

The Zero Net Energy (ZNE) Certificate is designed to offer the students a broad overview into the energy conservation industry and includes cross-disciplinary courses in Energy Systems, Heating Ventilation and Air Conditioning, Architecture, Computer Information Systems, and Building Inspection Technology. Completion of the ZNE Certificate is especially beneficial for support staff currently working in the energy sector, such as an Energy Auditor, Energy Consultant, ZNE Technician, Green HVAC Technician, Facility Management, Construction Management and Solar Residential Technician.

| Code                    | Title   | Units        |
|-------------------------|---|--------------|
| <b>Required Courses</b> |   |              |
| CIT 101                 | Introduction to Computer Literacy                             | 3            |
| ELEC 050                | Zero Net Energy Building Science                              | 4            |
| ELEC 021                | Blueprint Reading for Building Energy Systems                 | 3            |
| INSPEC 017              | California State Energy Regulations for Residential Buildings | 3            |
| TECALC 087              | Technical Calculations  | 4            |
| WKEXP 099               | General Work Experience                                       | 1-4          |
| <b>Total Units</b>      |   | <b>18-21</b> |

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## Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply critical thinking skills to execute daily duties in their area of employment
- Display the skills and aptitude necessary to pass (Industry Recognized Credentials) certification exams in their field
- Exhibit effective written, oral communication and interpersonal skills

## Engineering

Engineers are employed in research, development, design, construction, manufacturing and operations of technical projects related to almost all aspects of modern life, including the environment, communications, transportation, food production, medicine and health, space exploration, housing and energy. Students planning to transfer to a four-year university and major in Engineering should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chair: Anna Tolstova (atolstov@sbccd.edu), M.S.

#### ENGR 100 1 Unit

##### Engineering Career Exploration

**Lecture:** 18 contact hours

**Advisory:** Eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course introduces students to the major fields of specialization within engineering and engineering technology professions. This course gives students a broad understanding of various career opportunities and the specialized demands and rewards of each field.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

#### ENGR 265 3 Units

##### Engineering Mechanics - Statics

**Lecture:** 54 contact hours

**Prerequisite:** PHYSIC 202

This is a foundation course in many branches of engineering. Some of the topics covered are two and three dimensional equilibrium of particles and rigid bodies, analysis of frames, machines, trusses, non-coplanar force systems, and the principles of friction.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

## English

The English Department offers courses in composition, literature, journalism, creative writing, and English as a second language. These courses are designed to help students develop skills in reading perceptively, thinking critically, and writing effectively. The Writing Center, located in Liberal Arts (LA) 201, offers supplemental support to assist students in developing these skills. In order to be placed into the proper level of composition class, all new students are required to complete a guided self-placement and meet with a counselor prior to enrollment. The guided self-placement assists students by helping them to identify their skill level in English, develop an educational plan, and choose appropriate classes. Students planning to transfer to a four-year institution and major in English should consult with a counselor regarding the transfer process and lower division requirements.

### Recommended Placement for English

| High School Performance Metric for English              | Recommended Placement for English  |
|---|--|
| H.S. G.P.A. $\geq$ 2.6 Self-reported high school G.P.A. | Transfer-Level English Composition<br>No additional academic or concurrent support required.       |
| H.S. G.P.A. 1.9 - 2.6 Self-reported high school G.P.A.  | Transfer-Level English Composition<br>Additional academic concurrent support ENGL 086 is REQUIRED. |
| H.S. G.P.A. $<$ 1.9 Self-reported high school G.P.A.    | Transfer-Level English Composition<br>Additional academic concurrent support ENGL 087 is REQUIRED  |

### Advanced English Courses

| Code      | Title  | Units |
|-----------|--|-------|
| ENGL 122  | Journalism Production: Introduction                      | 3     |
| ENGL 123  | Journalism Production: Intermediate                      | 3     |
| ENGL 125  | Literary Magazine Production                             | 3     |
| ENGL 140  | Exploring the World of Science Fiction                   | 3     |
| ENGL 141  | Mystery and Detective Fiction                            | 3     |
| ENGL 151  | Freshman Composition and Literature                      | 3     |
| ENGL 153  | Literature and Film                                      | 3     |
| ENGL 161  | Women Writers  | 3     |
| ENGL 163  | Chicana/o Literature                                     | 3     |
| ENGL 165  | African-American Literature                              | 3     |
| ENGL 175  | The Literature and Religion of the Bible                 | 3     |
| ENGL 232  | Creative Writing   | 3     |
| ENGL 260  | American Literature to Mid 19th Century                  | 3     |
| ENGL 261  | American Literature From 1865 to Present                 | 3     |
| ENGL 270  | English Literature: Middle Ages to 18th Century          | 3     |
| ENGL 270H | English Literature: Middle Ages to 18th Century - Honors | 3     |
| ENGL 271  | English Literature: 18th Century to Present              | 3     |
| ENGL 271H | English Literature: 18th Century to Present - Honors     | 3     |

Advanced English courses: Journalism, Creative Writing, and Literature Courses ENGL 122 through ENGL 271H have a prerequisite of ENGL 101 or ENGL 101H.

### Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chair: Paula Ferri-Milligan (pferri@sbccd.edu), Ed.D.

- 
- English Associate of Arts Transfer Degree (p. 188)

#### ENGL 015 4 Units

##### Preparation for College Writing

**Lecture:** 72 contact hours

This is a writing course designed to prepare students for writing at the college level. The primary focus is on the development of the paragraph and short essay. The course includes a review of grammar, sentence structure, and punctuation.

#### ENGL 032 3 Units

##### Creative Writing

**Lecture:** 54 contact hours

This is an introductory course in creative writing, with an emphasis on poetry and fiction. Students will learn and practice creative writing by producing their own work in the genres studied, reading and learning from the work of established and peer writers, and participating in the workshop method. ENGL 032 is the non-transfer equivalent of ENGL 232. A student taking ENGL 032 may not earn credit for ENGL 232.

#### ENGL 061 3 Units

##### Women Writers

**Lecture:** 54 contact hours

This course is a survey of poetry and prose by prominent women writers that explores historical and contemporary issues in women's lives. ENGL 061 is the non-transfer equivalent of ENGL 161. A student taking ENGL 061 may not earn credit for ENGL 161.

##### Associate Degree Applicable

#### ENGL 070 3 Units

##### English Literature: Middle Ages to 18th Century

**Lecture:** 54 contact hours

This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. ENGL 070 is the non-transfer equivalent of ENGL 270. A student taking ENGL 070 may not earn credit for ENGL 270.

##### Associate Degree Applicable

#### ENGL 071 3 Units

##### English Literature: 18th Century to Present

**Lecture:** 54 contact hours

This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. ENGL 071 is the non-transfer equivalent of ENGL 271. A student taking ENGL 071 may not earn credit for ENGL 271.

##### Associate Degree Applicable



**ENGL 075 3 Units****Literature and Religion of the Bible****Lecture:** 54 contact hours

This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. ENGL 075 is the non-transfer equivalent of ENGL 175. A student taking ENGL 075 may not earn credit for ENGL 175.

**Associate Degree Applicable****ENGL 086 1 Unit****Strategies for College Composition****Lecture:** 18 contact hours

**Prerequisite:** Please refer to your Assessment printout for the correct course.

**Corequisite:** ENGL 101

This course provides support for English 101, including strategies for college level reading, writing and critical thinking. This course is taken as pass/no pass only.

**Associate Degree Applicable****ENGL 087 2 Units****Fundamentals for College Composition****Lecture:** 36 contact hours**Corequisite:** ENGL 101

This course provides intensive support for English 101, including fundamentals for successful college level reading, writing and critical thinking. This course is offered as pass/no pass only.

**Associate Degree Applicable****ENGL 101 4 Units****Freshman Composition****Lecture:** 72 contact hours

**Prerequisite:** Eligibility for ENGL 101 or ENGL 101H as determined through the SBVC assessment process.

**Corequisite:** Students who require supplemental support to succeed in ENGL 101 may be required to take ENGL 086 or ENGL 087 depending on assessment.

This is a writing course emphasizing expository and argumentative essays, which helps students develop writing skills necessary for other degree applicable courses. It includes reading and analysis of various forms of writing, instruction in library research and preparation of documented research papers.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 100**ENGL 101H 4 Units****Freshman Composition-Honors****Lecture:** 72 contact hours

**Prerequisite:** Eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This is a writing course which emphasizes expository and argumentative essays, which helps students develop writing skills necessary for other degree applicable courses. It includes reading and analysis of various forms of writing, instruction in library research and preparation of documented research papers. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 100**ENGL 102 4 Units****Intermediate Composition and Critical Thinking****Lecture:** 72 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course provides further work in argumentative and critical writing, critical thinking, analysis of non-fiction texts (and a work of literature), research and documentation.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 105**ENGL 102H 4 Units****Intermediate Composition and Critical Thinking - Honors****Lecture:** 72 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course provides further work in argumentative and critical writing, critical thinking, analysis of non-fiction texts (and at least 2 works of literature), research and documentation. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 105**ENGL 122 3 Units****Journalism Production: Introduction****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course provides an introduction to gathering, synthesizing/organizing and writing news in journalistic style across multiple platforms resulting in the production of the campus student newsmagazine. Topics include the role of the journalist and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings and other campus events, writing under deadline, and use of AP Style.

**Associate Degree Applicable****Transfers to CSU only****C-ID:** JOUR 130**ENGL 123 3 Units****Journalism Production: Intermediate****Lecture:** 54 contact hours**Prerequisite:** ENGL 122

This course provides further instruction on gathering, synthesizing/organizing and writing news in journalistic style across multiple platforms resulting in the production of the campus newspaper as well as development of editorial leadership skills. Topics include the role of the journalist and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings and other campus events, writing under deadline, and use of AP Style.

**Associate Degree Applicable****Transfers to CSU only****ENGL 125 3 Units****Literary Magazine Production****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course covers the theory and practice of producing a literary magazine including instruction on all relevant aspects of editing, design and layout. Students in this class are responsible for production of the college literary magazine.

**Associate Degree Applicable****Transfers to CSU only**

**ENGL 140 3 Units****Exploring the World of Science Fiction****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a survey of science fiction genre from the late 19th Century to the present. Students read, analyze, and discuss major themes, genres (short story, novels, drama, and poetry), media (radio, film, tv, internet), and the function of science fiction as a literary form that reflects human concern for solving or escaping problems in an increasingly technological culture and age.

**Associate Degree Applicable****Transfers to both UC/CSU****ENGL 141 3 Units****Mystery and Detective Fiction****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course will introduce the student to mystery and detective fiction as a literary genre and as popular literature, exploring literary elements such as plot, sub-plot, suspense, setting, back story, procedural clues, hook, twist, ethical concerns of investigative methods, and civic life. Discussions of various styles and themes will engage students in critical thinking applied to historical era, multicultural contexts, and gender roles in mystery writing.

**Associate Degree Applicable****Transfers to both UC/CSU****ENGL 151 3 Units****Freshman Composition and Literature****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course includes the study of representative works of fiction, poetry, and drama, including an understanding of their cultural, historical and aesthetic contexts, as well as an emphasis on the fundamental principles of literacy criticism and interpretation, including student writing based on critical reading.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 120**ENGL 151H 3 Units****Freshman Composition and Literature - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course includes the study of representative works of fiction, poetry, and drama, including an understanding of their cultural, historical and aesthetic contexts, as well as an emphasis on the fundamental principles of literacy criticism and interpretation, including student writing based on critical reading. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 120**ENGL 153 3 Units****Literature and Film****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course studies literature that has been adapted into film. Students will read short stories, novels, and plays; view the film(s) adapted from each literary work; and write critical and analytic essays about the literature, the films, and their interplay.

**Associate Degree Applicable****Transfers to both UC/CSU****ENGL 161 3 Units****Women Writers****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a survey of poetry and prose written by prominent women writers that explores historical and contemporary issues in women's lives. ENGL 161 is the transferable equivalent of ENGL 061. A student taking ENGL 161 may not earn credit for ENGL 061.

**Associate Degree Applicable****Transfers to both UC/CSU****ENGL 163 3 Units****Chicana/o Literature****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a survey of Chicana/o literature, including novels, drama, poetry, and essays. The course explores concepts of Chicana/o identity, race and racism, and how these themes characterize Chicana/o culture and literary expression. It also examines important social, cultural, and political movements that have influenced and continue to shape the Chicana/o community. (This course is also offered as ETHS 163)

**Associate Degree Applicable****Transfers to both UC/CSU****ENGL 165 3 Units****African-American Literature****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a comprehensive examination of African American literature, including prose, poetry, and fiction, from the early oral tradition to present. The course also explores concepts of race, racism, and ethnicity that are manifest in African American literature, and will examine identity as it relates to finding national identity, losing a given, forced identity and acceptance of identity that is foreign to personal history. (This course is also offered as ETHS 165)

**Associate Degree Applicable****Transfers to both UC/CSU****ENGL 175 3 Units****The Literature and Religion of the Bible****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. This course is also offered as RELIG 175. ENGL 175 is the transferable equivalent of ENGL 075. A student taking ENGL 175 may not earn credit for ENGL 075.

**Associate Degree Applicable****Transfers to both UC/CSU**

**ENGL 224 1 Unit****Independent Study in English: Production****DIR:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

Students with previous course work in English may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of the production of work in print or other text-based media. This independent study would be appropriate for students wanting further work and practice in print publication (print newspaper, magazine or journal production, etc.) or publication for the web (web-based magazine, newspaper, or journal). Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only****ENGL 232 3 Units****Creative Writing****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This is an introductory course in creative writing, with an emphasis in poetry and fiction. Students will learn and practice creative writing by producing their own work in the genres studied, studying and analyzing the work of established and peer writers, and participating in the workshop method. ENGL 232 is the transferable equivalent of ENGL 032. A student taking ENGL 232 may not earn credit for ENGL 032.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 200**ENGL 260 3 Units****American Literature to Mid 19th Century****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course introduces students to American Literary traditions. The course traces the beginnings of the earliest American literary voices up through 1865.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 130**ENGL 261 3 Units****American Literature From 1865 to Present****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course introduces students to American Literary traditions. The course traces American authors from 1865 to present.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 135**ENGL 270 3 Units****English Literature: Middle Ages to 18th Century****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. ENGL 270 is the transferable equivalent of ENGL 070. A student taking ENGL 270 may not earn credit for ENGL 070.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 160**ENGL 270H 3 Units****English Literature: Middle Ages to 18th Century - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course surveys English literature to the last quarter of the 18th Century including coverage of all significant literary types in the development of English literature from the Middle Ages to the late 18th century. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 160**ENGL 271 3 Units****English Literature: 18th Century to Present****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course surveys English literature from the late 18th Century to the present including coverage of all significant literary types. ENGL 271 is the transferable equivalent of ENGL 071. A student taking ENGL 271 may not earn credit for ENGL 071.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 165**ENGL 271H 3 Units****English Literature: 18th Century to Present - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course surveys English literature from the late 18th Century to the present including coverage of all significant literary types. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** ENGL 165**ENGL 611 Noncredit****Basic Grammar and Usage Review****Lecture:** 18 contact hours

This noncredit course covers a review of basic English grammar and common errors in grammar and usage. (Formerly ENGL 911)

**ENGL 615 Noncredit****Preparation and Remediation for English 015****Lecture:** 18 contact hours

This noncredit course is designed to equip students with skills that they can use to be better prepared for the English 015 course and the common final. The primary areas of focus are on the development of reading and test taking skills and strategies, in addition to strategies to effectively address the components of the English 015 common final. This course is a supplement to English 015 and does not serve as a prerequisite for English 101.

## English Associate of Arts Transfer Degree

English is the study and production of writing in English, especially literature. The elements and structures of fiction, poetry, drama and the essay are studied. The ethnic, cultural, social, economic and historical foundations of literary works are analyzed as well as their influences on the creation and reception of those works. Finally, there is a strong emphasis in writing for a variety of purposes, audiences, and effects. The study of English prepares a student for further study in Literature, Creative Writing, Journalism and other closely related fields. In addition, the skills and abilities cultivated by the study of English are excellent preparation for any field which requires wide literacy and solid writing ability, including teaching/education, advertising, law, public relations, and work in the media.

Students planning to transfer to a four-year institution and major in English (or associated disciplines such as Comparative Literature, Journalism or Creative Writing) should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions or they may require you to take specific courses. In addition, the department recommends that students take at least 2 semesters of a foreign language as many 4-year institutions have foreign language requirements for their BA in English.

**Completion of CSU GE-Breadth or IGETC for CSU is required in addition to the major requirements listed below.**

To earn this AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P")
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education Breadth requirements (CSU GE), which requires a minimum of 39 units. Completing courses prior to transfer that satisfy the U.S. History, Constitution and American Ideals requirement as part of CSU GE is highly recommended.

Students planning to transfer to a four-year institution and major in English should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title  | Units |
|--|--|-------|
| <b>Required Core Courses (7 Units)</b>       |  |       |
| ENGL 102<br>or ENGL 102H                     | Intermediate Composition and Critical Thinking<br>Intermediate Composition and Critical Thinking - Honors                | 4     |
| ENGL 151<br>or ENGL 151H                     | Freshman Composition and Literature<br>Freshman Composition and Literature - Honors                                      | 3     |
| <b>List A - Select two of the following:</b> |  |       |
| ENGL 260                                     | American Literature to Mid 19th Century  | 3     |
| ENGL 261                                     | American Literature From 1865 to Present   | 3     |
| ENGL 270<br>or ENGL 270H                     | English Literature: Middle Ages to 18th Century <sup>1</sup><br>English Literature: Middle Ages to 18th Century - Honors | 3     |
| ENGL 271<br>or ENGL 271H                     | English Literature: 18th Century to Present <sup>1</sup><br>English Literature: 18th Century to Present - Honors         | 3     |

**List B - Select one of the following or any course from Lists A or B not used above:**

|                         |  |   |
|-------------------------|--|---|
| ENGL 163<br>or ETHS 163 | Chicana/o Literature<br>Chicana/o Literature               | 3 |
| ENGL 165<br>or ETHS 165 | African-American Literature<br>African-American Literature | 3 |
| ENGL 232                | Creative Writing   | 3 |

**List C - Select one of the following or any course not used from Lists A or B:**

|                          |  |   |
|--------------------------|--|---|
| ANTHRO 125               | Language and Culture   | 3 |
| ENGL 122                 | Journalism Production: Introduction  | 3 |
| ENGL 123                 | Journalism Production: Intermediate  | 3 |
| ENGL 125                 | Literary Magazine Production   | 3 |
| ENGL 140                 | Exploring the World of Science Fiction   | 3 |
| ENGL 141                 | Mystery and Detective Fiction  | 3 |
| ENGL 153                 | Literature and Film  | 3 |
| ENGL 161                 | Women Writers  | 3 |
| ENGL 175<br>or RELIG 175 | The Literature and Religion of the Bible<br>The Literature and Religion of the Bible | 3 |

<sup>1</sup> The ENGL 270/ENGL 271 sequence is required by CSU San Bernardino for those transferring as English majors.

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>19</b>    |
| <b>Total Units that may be Double-Counted</b>    |       | <b>6-9</b>   |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>8-13</b>  |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Write clear, organized, well-supported prose for a number of purposes and audiences, including research essays that demonstrate mastery of the conventions of MLA citation format
- Identify the elements of fiction, poetry, drama and the essay analyze and evaluate their employment in a wide range of literary works
- Appreciate the ethnic, cultural, social economic and historical foundation of literary works and understand and evaluate their influences on the writing and reception of those works

## English as a Second Language (ESL)

Courses in English as a second language are designed for individuals learning English as a foreign language. The various courses cover writing, conversation, spelling and vocabulary in the English language.

### Sequence of ESL Courses at SBVC

Both San Bernardino Valley College and San Bernardino Adult School use CASAS to assess programs approximately every 70 instructional hours. Students move through the noncredit curriculum based on assessment and instructor recommendation. Please contact a counselor for additional information.

ESL Sequence Chart ([http://catalog.valleycollege.edu/degree-certificate-program-index/english-second-language-esl/ESL\\_Sequence\\_Chart\\_22-23.pdf](http://catalog.valleycollege.edu/degree-certificate-program-index/english-second-language-esl/ESL_Sequence_Chart_22-23.pdf))

### Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chair: Paula Ferri-Milligan (pferri@sbccd.edu), Ed.D.

- 
- ESL Integrated Skills - Beginning Certificate of Competency (p. 191)

#### ESL 601 Noncredit

##### ESL Beginning Level 1 - Introduction to Basic English Literacy

**Lecture:** 72 contact hours

This noncredit course is designed to introduce low-beginning English language learners to basic English letter-sound correspondence, vocabulary, and sentence patterns. Students will start using English to speak about themselves, their families, and their community. In addition, students will learn to read and complete simple forms.

#### ESL 602 Noncredit

##### ESL Beginning Level 2 - English at Home and School

**Lecture:** 72 contact hours

**Advisory:** ESL 601 or eligibility as determined by the SBVC assessment process or by advisement.

This noncredit course is designed to prepare low-beginning English language learners with vocabulary and sentence structure to communicate in social and academic settings. Students will learn to give and respond to directions, as well as to speak about home, classroom routines, and community life by using a variety of sentence patterns. In addition, students will learn basic note-taking skills.

#### ESL 603 Noncredit

##### ESL Beginning Level 3 - English for Work and Leisure

**Lecture:** 72 contact hours

**Advisory:** ESL 602 or eligibility as determined by the SBVC assessment process or by advisement.

This noncredit course is designed to prepare intermediate-beginning English language learners to use a variety of English structures and vocabulary for work and leisure. Students will learn appropriate linguistic behaviors with regards to the setting and time of the occasion being discussed.

#### ESL 604 Noncredit

##### ESL Beginning Level 4 - English for Work and Education

**Lecture:** 72 contact hours

**Advisory:** ESL 603 or eligibility as determined by the SBVC assessment process or by advisement.

This noncredit course is designed to prepare high-beginning English language learners to use Standard English for job interviews, and in conversations at work and in educational settings. Students will begin learning aspects of composition. In addition, students will learn effective note-taking skills. This course is taught through total English immersion while acknowledging students' cultural experiences.

#### ESL 607 Noncredit

##### Basic Conversational English

**Lecture:** 54 contact hours

This noncredit course is designed to increase the skills of English language learners in basic conversation, listening and pronunciation of the English language. This course is taught through total English immersion while acknowledging students' cultural experiences. (Formerly ESL 907)

#### ESL 610 Noncredit

##### Workforce Preparation for English Language Learners - Language and Customs of the American Workplace

**Lecture:** 54 contact hours

This noncredit course is designed to introduce English language learners to the customs and practices of the American workplace through workplace vocabulary and the development of communication skills. In addition, students will be introduced to specific workplace challenges and learn specific ways to understand and respond to directions, understand employee/employer expectations, and develop conversation skills within those contexts. This course is taught through total English immersion while acknowledging students' cultural experiences.

#### ESL 611 Noncredit

##### Workforce Preparation for English Language Learners - Applying for Employment

**Lecture:** 54 contact hours

**Advisory:** ESL 931

This noncredit course is designed to provide English language learners with the interpretive skills they will need to seek out and apply for employment. Students will learn to how to interpret language posted on job announcements, resumes and cover letters, and the job application. In addition, students will strengthen oral communication skills needed for the job interview. This course is taught through total English immersion while acknowledging students' cultural experiences.

#### ESL 612 Noncredit

##### Workforce Language Preparation for Entry Level Positions in the Food Service Industry

**Lecture:** 54 contact hours

**Advisory:** ESL 931

This noncredit course is designed to help English language learners to gain the English language skills that they will use in entry level positions in the food service industry. Students will learn how to communicate in speaking, and they will learn skills to improve their listening comprehension, reading abilities, and basic writing skills for the food service workplace. Students will also become familiar with the American customs and professional expectations, types of language, and expressions to be able to converse with others in a variety of situations in the food service industry. This course is taught through total English immersion while acknowledging students' cultural experiences.

**ESL 613 Noncredit****Workforce Language Preparation for Entry Level Positions in the Retail Industry****Lecture:** 54 contact hours**Advisory:** ESL 931

This noncredit course is designed to help English language learners to gain the English language skills that they will use in entry level positions in the retail industry. Students will learn how to communicate in speaking, and they will learn skills to improve their listening comprehension, reading abilities, and basic writing skills for the retail workplace. Students will also become familiar with the American customs and professional expectations, types of language, and expressions to be able to converse with others in a variety of situations in the retail industry. This course is taught through total English immersion while acknowledging students' cultural experiences.

**ESL 620 Noncredit****English Pronunciation****Lecture:** 54 contact hours

This noncredit course is designed to help English language learners to improve their pronunciation skills in English. The class will focus on Standard English pronunciation, word stress, intonation differentiation, and vocabulary building.

**ESL 630 Noncredit****Composition Based ESL Level 1 - Beginning****Lecture:** 72 contact hours**Advisory:** ESL 604 or eligibility as determined by the SBVC assessment process.

This noncredit course is the first of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a study of grammar, punctuation and usage. The grammatical emphasis of this course will be on simple present and past tenses. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion. This course may also be offered for credit as ESL 930.

**ESL 631 Noncredit****Composition Based ESL Level 2 - Beginning****Lecture:** 72 contact hours**Prerequisite:** ESL 630 or eligibility as determined by the SBVC assessment process.

This noncredit course is the second of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on present and past progressive tenses, and modal usage. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion while acknowledging students' cultural experiences. This course may also be offered for credit as ESL 931.

**ESL 640 Noncredit****Composition Based ESL Level 3 - Intermediate****Lecture:** 72 contact hours**Prerequisite:** ESL 631 or eligibility as determined by the SBVC assessment process.

This noncredit course is the third of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on the present perfect, past perfect, and present perfect progressive tenses. This course is taught through total English immersion while acknowledging students' cultural experiences. This course may also be offered for credit as ESL 940.

**ESL 641 Noncredit****Composition Based ESL Level 4 - Advanced****Lecture:** 72 contact hours**Prerequisite:** ESL 640 or eligibility as determined by the SBVC assessment process.

This noncredit course is the last of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences, paragraphs and essays, including a review of grammar, punctuation and usage. This course is taught through total English immersion. This course may also be offered for credit as ESL 941.

**ESL 650 Noncredit****Citizenship Preparation - Part 1: Basic English Listening, Speaking, Reading, and Writing****Lecture:** 72 contact hours**Advisory:** ESL 604 or eligibility as determined by the SBVC assessment process or by advisement.

This noncredit course is designed to prepare prospective candidates for the English portion of the U.S. citizenship process. Students will learn skills to improve their basic listening, speaking, reading, and writing abilities through practice and drills.

**ESL 651 Noncredit****Citizenship Preparation - Part 2: Civic Principles and Fundamentals of U.S. History****Lecture:** 72 contact hours**Advisory:** ESL 940 or eligibility as determined by the SBVC assessment process or by advisement.

This noncredit course is designed to prepare prospective candidates for the civics portion of the U.S. citizenship process. Students will learn the rights and responsibilities of being a U.S. citizen, in addition to learning how to complete all required immigration forms and practicing the USCIS Citizenship Test by becoming familiar with U.S. history.

**ESL 930 4 Units****Composition Based ESL Level 1 - Beginning****Lecture:** 72 contact hours**Advisory:** ESL 604 or eligibility as determined by the SBVC assessment process.

This is the first of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a study of grammar, punctuation and usage. The grammatical emphasis of this course will be on simple present and past tenses. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion while acknowledging students' cultural experiences.

**ESL 931 4 Units****Composition Based ESL Level 2 - Beginning****Lecture:** 72 contact hours**Prerequisite:** ESL 930 or eligibility as determined by the SBVC assessment process.

This is the second of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on present and past progressive tenses, and modal usage. It also has some emphasis on pronunciation, listening and speaking. This course is taught through total English immersion while acknowledging students' cultural experiences.

**ESL 940 4 Units****Composition Based ESL Level 3 - Intermediate****Lecture:** 72 contact hours**Prerequisite:** ESL 931 or eligibility as determined by the SBVC assessment process.

This is the third of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences and paragraphs, including a review of grammar, punctuation and usage. The grammatical emphasis of this course will be on the present perfect, past perfect, and present perfect progressive tenses. This course is taught through total English immersion while acknowledging students' cultural experiences.

**ESL 941 4 Units****Composition Based ESL Level 4 - Advanced****Lecture:** 72 contact hours**Prerequisite:** ESL 940 or eligibility as determined by the SBVC assessment process.

This is the last of a four-course sequence designed to give English language learners a comprehensive understanding of English composition. The focus of this course is on creating effective sentences, paragraphs and essays, including a review of grammar, punctuation and usage. This course is taught through total English immersion.

## ESL Integrated Skills - Beginning Certificate of Competency

This noncredit program is designed to prepare beginning English language learners with the fundamental speaking, listening, reading and writing skills of the English language. This program will also prepare students with the necessary skills to be successful in the credit-based ESL (English as a second language) courses.

| Code                    | Title  | Units          |
|-------------------------|--|----------------|
| <b>Required Courses</b> |  |                |
| ESL 601                 | ESL Beginning Level 1 - Introduction to Basic English Literacy | 0              |
| ESL 602                 | ESL Beginning Level 2 - English at Home and School             | 0              |
| ESL 603                 | ESL Beginning Level 3 - English for Work and Leisure           | 0              |
| ESL 604                 | ESL Beginning Level 4 - English for Work and Education         | 0              |
| <b>Total Hours</b>      |  | <b>256-288</b> |

## Program Learning Outcome

At the completion of this program, students will be able to:

- Gain the English language skills necessary to move successfully through the credit ESL sequence of courses

## Environmental Science

### Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chairs: Todd Heibel (theibel@sbccd.edu), Ph.D and Matthew Robles (mrobles@sbccd.edu), M.S.

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- Environmental Science Associate of Science Degree (p. 191)
  - Environmental Science Associate of Science Transfer Degree (p. 192)

**ENVSCI 100 3 Units****Introduction to Environmental Science****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H and MATH 095 or MATH 096

This course is an introduction to environmental issues from a scientific perspective. It focuses on physical, chemical, and biological processes within the Earth system, the interaction between humans and these processes, environmental racism and environmental justice, and the role of science in finding sustainable, culturally appropriate solutions. (Formerly ENVT 100)

**Associate Degree Applicable****Transfers to both UC/CSU**

## Environmental Science Associate of Science Degree

The goals of the Environmental Science program are to:

1. Meet the needs of students who are majoring in one of the diverse fields encompassed by environmental science, and
2. Provide options for students fulfilling general education science requirements.

Awareness of the issues of environmental quality is increasingly important in business, industry, and government. The growing human population and increasing consumption of resources are creating unprecedented pressures on our planetary life support systems. Environmental Science Majors need to complete an interdisciplinary set of core requirements that provide a basic understanding of the physical, biological, and social sciences and the relevance of these sciences to environmental processes and issues. In addition, the coursework will prepare students for related baccalaureate majors, including: biology, chemistry, engineering, geography (including emphasis in geographic information systems (GIS)), geology, mathematics, oceanography, and physics. For non-majors, the program's goal is to educate students to make better-informed choices about key environmental and health issues.

**Students planning to transfer to a four-year institution and major in Environmental Science should consult with a counselor regarding the transfer process and institution-specific lower-division requirements.** In upper division and graduate studies, students majoring in environmental science usually specialize in areas such as environmental toxicology,

public health, environmental law, education, environmental economics, soil and water science, restoration ecology, environmental landscaping, environmental management and urban planning, and related careers.

To graduate with a specialization in Environmental Science, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

| Code   | Title  | Units        |
|--|--|--------------|
| <b>Required Courses</b>                                      |  |              |
| ENVSCI 100   | Introduction to Environmental Science                | 3            |
| BIOL 205   | Cell and Molecular Biology                           | 4            |
| BIOL 206   | Organismal Biology                                   | 4            |
| CHEM 150   | General Chemistry I                                  | 5            |
| CHEM 151   | General Chemistry II                                 | 5            |
| ECON 201   | Principles of Microeconomics                         | 3            |
| or ECON 201H   | Principles of Microeconomics - Honors                |              |
| or POLIT 100   | American Politics                                    |              |
| GEOG 110   | Physical Geography                                   | 3            |
| MATH 250   | Single Variable Calculus I                           | 4            |
| MATH 251   | Single Variable Calculus II                          | 4            |
| <b>Select one of the following:</b>                          |  | <b>4</b>     |
| GEOG 111   | Physical Geography Laboratory                        | 1            |
| or GEOG 111H   | Physical Geography Laboratory - Honors               |              |
| GEOL 101   | Introduction to Physical Geology                     | 3            |
| GEOL 111   | Introduction to Physical Geology Laboratory          | 1            |
| <b>Select one of the following Physics course sequences:</b> |  |              |
| PHYSIC 151   | General Physics for the Life Sciences I              | 8            |
| & PHYSIC 152   | and General Physics for the Life Sciences II         |              |
| PHYSIC 202   | Physics I  | 12           |
| & PHYSIC 203   | and Physics II                                       |              |
| & PHYSIC 204   | and Physics III                                      |              |
| <b>Select two of the following:</b>                          |  | <b>3</b>     |
| BIOL 104   | Human Ecology  | 3            |
| BIOL 207   | Evolutionary Ecology                                 | 4            |
| CHEM 205   | Quantitative Chemical Analysis                       | 5            |
| CHEM 212   | Organic Chemistry I                                  | 4            |
| CHEM 213   | Organic Chemistry II                                 | 4            |
| GEOG 130   | Introduction to Geographic Information Systems (GIS) | 3            |
| or GIS 130   | Introduction to Geographic Information Systems (GIS) |              |
| MATH 108   | Introduction to Probability and Statistics           | 4            |
| MATH 266   | Ordinary Differential Equations                      | 4            |
| <b>Total Units</b>   |  | <b>50-59</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Analyze the interaction between natural and social systems and subsequent impacts on sustainable development, environmental policies, environmental justice, and racial justice
- Synthesize the fundamentals of sociology, biology, chemistry, Earth sciences, mathematics, physics, and other social and natural sciences within a framework of human-environment interactions with an emphasis on racial equity and social justice
- Critically interpret and assess environmental news and trends, including green technologies and career opportunities, national and international environmental policies, resource exploitation and conservation, global climate change, sustainable development, and human health within the context of racial equity and social justice

## Environmental Science Associate of Science Transfer Degree

The goals of the Environmental Science program are to:

- Meet the needs of students who are majoring in one of the diverse fields encompassed by environmental science, and
- Provide options for students fulfilling general education science requirements.

Awareness of the issues of environmental quality and environmental justice are increasingly important in business, industry, and government.

The growing human population and increasing consumption of resources are creating unprecedented pressures on our planetary life support systems. Within the human population, socioeconomically and politically disenfranchised communities oftentimes suffer the consequences of polluted environments when compared with more advantaged communities. This uneven, inequitable environmental landscape is viewed through the lenses of environmental racism, environmental justice, and multiculturalism.

Environmental Science Majors need to complete an interdisciplinary set of core requirements that provide a basic understanding of the physical, biological, and social sciences and the relevance of these sciences to environmental processes and issues. In addition, the coursework will prepare students for related baccalaureate majors, including: biology, chemistry, engineering, geography (including emphasis in geographic information systems (GIS)), geology, mathematics, oceanography, and physics. For non-majors, the program's goal is to educate students to make better-informed choices about key environmental and health issues.

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. To earn this Environmental Science AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) for STEM or Intersegmental General Education Transfer Curriculum (IGETC-CSU) for STEM, which requires a minimum of 31-33 units.



It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Environmental Science should consult with a counselor regarding the transfer process and lower division requirements.

| Code                    | Title                      | Units |
|-------------------------|----------------------------|-------|
| <b>Required Courses</b> |                            |       |
| BIOL 205                | Cell and Molecular Biology | 4     |
| CHEM 150                | General Chemistry I        | 5     |
| CHEM 151                | General Chemistry II       | 5     |

**List A:**

|              |  |   |
|--------------|--|---|
| ENVSCI 100   | Introduction to Environmental Science      | 3 |
| MATH 108     | Introduction to Probability and Statistics | 4 |
| or ECON 208  | Business and Economic Statistics           |   |
| or PSYCH 105 | Statistics for the Behavioral Sciences     |   |
| MATH 250     | Single Variable Calculus I                 | 4 |
| or MATH 141  | Business Calculus                          |   |

Select one sequence:

|                     |  |     |
|---------------------|--|-----|
| GEOL 101 & GEOL 111 | Introduction to Physical Geology and Introduction to Physical Geology Laboratory | 4   |
| GEOG 110 & GEOG 111 | Physical Geography and Physical Geography Laboratory                             | 1-4 |
| or GEOG 111H        | Physical Geography Laboratory - Honors   |     |

**List B: Select two to three courses:**

|                         |                                       |   |
|-------------------------|---------------------------------------|---|
| ECON 201                | Principles of Microeconomics          | 3 |
| or ECON 201H            | Principles of Microeconomics - Honors |   |
| PHYSIC 202 & PHYSIC 203 | Physics I and Physics II              | 8 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>   |       | <b>40</b>    |
| <b>Total Units That May Be Double Counted</b>                                  |       | <b>12</b>    |
| <b>General Education (GE-Breadth or IGETC-CSU for STEM) Units <sup>1</sup></b> |       | <b>31-33</b> |
| <b>Elective (CSU Transferable) Units</b>                                       |       | <b>0-1</b>   |
| <b>Total Units</b>   |       | <b>60</b>    |

<sup>1</sup> This AS-T presumes completion of CSU-GE for STEM or IGETC-CSU for STEM, allowing for a completion of 6 units of non-STEM GE work after transfer.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Analyze the interaction between natural and social systems and subsequent impacts on sustainable development, environmental policies, environmental justice, and racial justice
- Synthesize the fundamentals of sociology, biology, chemistry, Earth sciences, mathematics, physics, and other social and natural sciences within a framework of human-environment interactions with an emphasis on racial equity and social justice
- Critically interpret and assess environmental news and trends, including green technologies and career opportunities, national and international environmental policies, resource exploitation and conservation, global climate change, sustainable development, and human health within the context of racial equity and social justice

# Ethnic Studies

Ethnic Studies is an interdisciplinary and comparative study of race and ethnicity from the perspective of four historically defined racialized core groups: Native Americans, African Americans, Asian Americans, and Latina and Latino Americans. Ethnic Studies includes the following disciplines: African American Studies, Native American Studies, Chicana and Latinx Studies, and Asian American Studies.

## Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Anthony Blacksher (ablacksher@sbccd.edu), Ph.D.

- Social Justice: Ethnic Studies Associate of Arts Transfer Degree (p. 196)

### ETHS 100 3 Units

#### Introduction to Ethnic Studies

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This inter-disciplinary course explores the ways that ethnicity, race, and racism shape the experiences of people of color in the United States. Introduces students to both historical and current inequalities founded upon the social construction of race, class, and gender. Addresses how different means of resistance and social movements by various groups worked in the hopes of achieving social justice.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ETHS 103 3 Units

#### Ethnicity and Identity in Media

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course explores the impact of identity on film as an art form and cultural artifact by confronting ideologies of race, class, gender, and sexual orientation as they are reflected in cinematic representation. American film is used as the primary lens through which to view how social, political, and cultural values have been formulated over the last century. Students analyze major films, figures, character types, and narrative strategies to evaluate the relationship between film and identity. (This course is also offered as FTVM 103)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ETHS 107 3 Units

#### Native American Experiences in U.S. History

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonialism, removal, assimilation, termination, and self determination. (This course is also offered as HIST 107)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ETHS 107H 3 Units

#### Native American Experiences in U.S. History - Honors

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H

This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonialism, removal, assimilation, termination, and self determination. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as HIST 107H)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ETHS 108 3 Units

#### Introduction to Native American Studies

**Lecture:** 54 contact hours

This course provides an introduction to the field of Native American Studies. It emphasizes the agency, struggles, and social justice efforts of Native Americans in the United States. Topics covered include Native cultural and intellectual traditions; racialization and intersectionality; antiracism and decolonization; and the relationship between Western scientific practices and Native American experiences. (This course is also offered as ANTHRO 108)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### ETHS 120 3 Units

#### Health and Social Justice

**Lecture:** 54 contact hours

This course is a multidisciplinary introduction to the health inequities faced mainly by the four historically racialized groups and stemming from unequal living conditions. Included is an examination of the intersectionality between race and ethnicity, and gender, sexual orientation, location, and socioeconomic status as they relate to disproportionate health outcomes, epidemics, and policy development. Medical systems, public health issues, health care access, and public health policies will be studied. Advocacy for health and social justice will be practiced. This course is recommended for students preparing for healthcare and mental health careers. (This course is also offered as SOC 120)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** PHS 102

### ETHS 137 3 Units

#### Experiences of Racial and Ethnic Groups in U.S. History

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to United States history focusing on the experiences of racial and ethnic groups that spans from the early colonial period to present times. This course presents a comparative approach to understanding various racial and ethnic groups and their experiences through major social, political, economic, and cultural events in United States history. (This course is also offered as HIST 137)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**ETHS 138 3 Units****The African American Experience in U.S. History to 1877****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

As a general survey of the African-American experience in United States history to 1877, this course will analyze and detail the creation and development of African-American culture. This course examines key historical events and movements, such as the Atlantic slave trade, colonial and antebellum slavery, slave resistance, and the socio-economic conditions of free Blacks in the United States. (This course is also offered as HIST 138)

**Associate Degree Applicable****Transfers to both UC/CSU****ETHS 139 3 Units****The African American Experience in U.S. History From 1877****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course will emphasize the various social, political, and economic forces that have shaped the African American experience from Reconstruction to the current time period. Topics include the post Reconstruction South, the Great Migration, the Harlem Renaissance, the Civil Rights Movement, the conservative backlash, and the trials and triumphs of the 21st century. (This course is also offered as HIST 139)

**Associate Degree Applicable****Transfers to both UC/CSU****ETHS 140 3 Units****Chicano Experiences in U.S. History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation and resistance. (This course is also offered as HIST 140)

**Associate Degree Applicable****Transfers to both UC/CSU****ETHS 140H 3 Units****Chicano Experiences in U.S. History - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation and resistance. This course is intended for students working in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as HIST 140H)

**Associate Degree Applicable****Transfers to both UC/CSU****ETHS 141 3 Units****Race and Ethnic Relations****Lecture:** 54 contact hours

This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. (This course is also offered as SOC 141)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SOCI 150**ETHS 141H 3 Units****Race and Ethnic Relations - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work. (This course is also offered as SOC 141H)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SOCI 150**ETHS 142 3 Units****Experiences of Asian Americans in U.S. History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course provides a survey of United States history from the Asian American perspective, with an emphasis on the 1840s to the 21st century. The course content will be presented from an Asian American perspective, emphasizing the various waves of Asian migration, labor exploitation, anti-immigrant movements, racist governmental policies, and the Model Minority status. (This course is also offered as HIST 142)

**Associate Degree Applicable****Transfers to both UC/CSU****ETHS 163 3 Units****Chicana/o Literature****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a survey of Chicana/o literature, including novels, drama, poetry, and essays. The course explores concepts of Chicana/o identity, race and racism, and how these themes characterize Chicana/o culture and literary expression. It also examines important social, cultural, and political movements that have influenced and continue to shape the Chicana/o community. (This course is also offered as ENGL 163)

**Associate Degree Applicable****Transfers to both UC/CSU**

**ETHS 165 3 Units**

**African-American Literature**

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H

This course is a comprehensive examination of African American literature, including prose, poetry, and fiction, from the early oral tradition to present. The course also explores concepts of race, racism, and ethnicity that are manifest in African American literature, and will examine identity as it relates to finding national identity, losing a given, forced identity and acceptance of identity that is foreign to personal history. (This course is also offered as ENGL 165)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

## Social Justice: Ethnic Studies Associate of Arts Transfer Degree

The Associate in Arts for Transfer in Social Justice Studies: Ethnic Studies is a transfer degree that prepares students who are interested in pursuing a Bachelor’s degree in Ethnic Studies. Students could move on to study majors that may include the following: African American Studies, American Indian Studies, Asian American Studies, Chicano/Chicana Studies, Ethnic Studies, and/or Latin American Studies. Ethnic Studies is an inter-disciplinary study that explores the ways that ethnicity, race, and racism shape the experiences of Black, Indigenous, and people of color in the United States. This discipline draws from the perspectives of other fields, such as Sociology, Anthropology, History, Education, Music, Art, and Literature to offer courses that present a diversity of topics.

This discipline celebrates the uniqueness of each experience, as well as addresses the larger power dynamic which has been maintained as a barrier to social change. These courses identify the “place” where various peoples have come from and the challenges they have faced when told to stay “in their place.” By engaging in topics such as racism and racialization, heteronormativity, ethno-centrism, and white supremacy, students will develop critical thinking skills to challenge these issues in a diverse world. This degree is designed to inspire students to take an active role in bettering our community with the goal of social, economic, legal, and political equality.

Students with a degree in Ethnic Studies move on to become teachers, social workers, professors, lawyers, politicians, community organizers and activists, union organizers, public policy and health officials, and to become critical workers for non-profit and profit organizations.

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 this Social Justice: Ethnic Studies AA-T degree, students must:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU-GE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Social Justice Studies should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title   | Units |
|--|---|-------|
| <b>Required Courses (9 units)</b>  |   |       |
| ETHS 137   | Experiences of Racial and Ethnic Groups in U.S. History   | 3     |
| or HIST 137  | Experiences of Racial and Ethnic Groups in U.S. History   |       |
| or ETHS 141  | Race and Ethnic Relations                                 |       |
| or ETHS 141H   | Race and Ethnic Relations - Honors                        |       |
| or SOC 141   | Race and Ethnic Relations                                 |       |
| or SOC 141H  | Race and Ethnic Relations - Honors                        |       |
| HIST 185   | Women in United States History                            | 3     |
| or SOC 145   | Sociology of Gender                                       |       |
| SOC 120  | Health and Social Justice                                 | 3     |
| <b>List A: Select three courses from at least two of the following areas (9 units)</b> |   |       |
| Note: only once course from Area 4 may be used   |   |       |
| Area 1: History or Government  |   |       |
| ETHS 107   | Native American Experiences in U.S. History               | 3     |
| or ETHS 107H   | Native American Experiences in U.S. History - Honors      |       |
| or HIST 107  | Native American Experiences in U.S. History               |       |
| or HIST 107H   | Native American Experiences in U.S. History - Honors      |       |
| ETHS 138   | The African American Experience in U.S. History to 1877   | 3     |
| or HIST 138  | The African American Experience in U.S. History to 1877   |       |
| ETHS 139   | The African American Experience in U.S. History From 1877 | 3     |
| or HIST 139  | The African American Experience in U.S. History From 1877 |       |
| ETHS 140   | Chicano Experiences in U.S. History                       | 3     |
| or HIST 140  | Chicano Experiences in U.S. History                       |       |
| or ETHS 140H   | Chicano Experiences in U.S. History - Honors              |       |
| or HIST 140H   | Chicano Experiences in U.S. History - Honors              |       |
| HIST 150   | Introduction to Latin American History                    | 3     |
| Area 2: Arts and Humanities  |   |       |
| ANTHRO 108   | Introduction to Native American Studies                   | 3     |
| or ETHS 108  | Introduction to Native American Studies                   |       |
| ENGL 161   | Women Writers   | 3     |
| ENGL 163   | Chicana/o Literature                                      | 3     |
| or ETHS 163  | Chicana/o Literature                                      |       |
| ENGL 165   | African-American Literature                               | 3     |
| or ETHS 165  | African-American Literature                               |       |
| MUS 108  | History of Hip Hop Music                                  | 3     |
| Area 3: Social Sciences  |   |       |
| ANTHRO 102   | Cultural Anthropology                                     | 3     |
| or ANTHRO 102  | Cultural Anthropology - Honors                            |       |
| ANTHRO 125   | Language and Culture                                      | 3     |
| Area 4: Quantitative Reasoning and Research Methods                                    |   |       |

|              |  |   |
|--------------|--|---|
| MATH 108     | Introduction to Probability and Statistics   | 4 |
| or PSYCH 105 | Statistics for the Behavioral Sciences       |   |
| or PSYCH 201 | Research Methods for the Behavioral Sciences |   |

#### Area 5: Major Preparation

|             |                                    |   |
|-------------|------------------------------------|---|
| SOC 100     | Introduction to Sociology          | 3 |
| or SOC 100H | Introduction to Sociology - Honors |   |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18-19</b> |
| <b>Total Units that may be Double-Counted</b>    |       | <b>15</b>    |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>17-20</b> |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Critically evaluate the impact of the intersectionality of race, ethnicity, class, gender, and sexuality in American society
- Analyze the impact that Eurocentrism, ethno-centrism, racialization, and white supremacy has had and continues to have on Native Americans, Asian Americans, African Americans, and Chicano/a and Latinx communities.
- Assess the success and identify barriers to resistance movements, self-determination, and traditional cultural movements within non-white communities in the United States
- Develop strategies and employ plans for empowering people to pursue social justice for all groups that are unfairly oppressed in our current society

## Film, Television, and Media

The Film, Television, and Media department offers a comprehensive instructional program in all forms of cinema and broadcast media production. This includes filming on film, digital videography, broadcast TV and Radio, and podcasts. The department provides a two-year curriculum for students majoring in the field resulting in the Associate of Arts Degree and/or transfer to a four-year institution and provides elective courses for students interested in related fields such as marketing, journalism, theater arts, video game and web design, and streaming. The program offers students the ability to learn and develop content in a professional TV and Radio Station through a public television station KVCR-TV, which is licensed to the San Bernardino Community College District and is located on the campus.

### The Institute of Media Arts

Website (<http://www.valleycollege.edu/ima/>)

The Institute of Media Arts (IMA) is affiliated with San Bernardino Valley College's Film, TV, Media (FTVM) program. The institute provides students further paths to achieve their goals in cinema, television, and all multimedia platforms. This includes feature film, television series, and radio/podcast productions. IMA coordinates advanced level projects for media arts students at SBVC through collaboration with a variety of academic departments within the San Bernardino Community College District. Some of these partnerships include, but not limited to Art, Theatre, and Music. The IMA also hosts and runs the annual SBVC International Student Film Festival and Media Arts Conference (The Wolverine Con). Lastly, the institute provides funding for paid internships and student projects, which supports greater access of our community to the economics of cinema and media production.

The Institute of Media Arts includes FTVM courses as well as partner departments at the campus of San Bernardino Valley College.

### Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chair: Lucas Cuny (lcuny@sbccd.edu), M.F.A.

Department Website (<https://www.valleycollege.edu/academic-career-programs/degrees-certificates/film-television-media/>)

- Audio Broadcasting Certificate of Achievement (p. 201)
- Film Associate of Arts Degree (p. 201)
- Film, Television, and Electronic Media Associate of Science Transfer Degree (p. 201)
- Media Development Certificate of Achievement (p. 202)
- Media Production Associate of Arts Degree (p. 202)
- Post-Production Certificate of Achievement (p. 203)
- Production Certificate of Achievement (p. 203)
- Social Media Field Production Certificate of Achievement (p. 204)
- Social Media Narrative Production Certificate of Achievement (p. 204)
- Social Media Studio Production Certificate of Achievement (p. 204)
- Television Associate of Arts Degree (p. 205)
- Video Broadcasting Certificate of Achievement (p. 205)

#### FTVM 098 1-4 Units

##### Media Arts Work Experience

**WRKEX:** 300 contact hours

**Prerequisite:** FTVM 102

**Corequisite:** FTVM 130 and FTVM 114 or FTVM 111

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

##### Associate Degree Applicable

**Transfers to CSU only**

**FTVM 101 3 Units****Introduction to Electronic Media****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course introduces the history, structure, function, economics, content, and evolution of radio, television, film, the internet, and new media, including traditional and mature formats. The social, political, regulatory, ethical, and occupational impact of electronic media are also studied. (FORMERLY RTVF 100)

**Associate Degree Applicable****Transfers to both UC/CSU****FTVM 102 3 Units****Introduction to Media Aesthetics and Cinematic Arts****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course introduces the close analysis of film and television and examines the broad questions of form and content, aesthetics and meaning, and history and culture. The course also explores the diverse possibilities presented by the cinematic art form through an examination of a wide variety of productions, national cinemas, and film movements. The topics include modes of production, narrative and non-narrative forms, visual design, editing, sound, genre, ideology and critical analysis. (Formerly RTVF 101)

**Associate Degree Applicable****Transfers to both UC/CSU****FTVM 103 3 Units****Ethnicity and Identity in Media****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course explores the impact of identity on film as an art form and cultural artifact by confronting ideologies of race, class, gender, and sexual orientation as they are reflected in cinematic representation. American film is used as the primary lens through which to view how social, political, and cultural values have been formulated over the last century. Students analyze major films, figures, character types, and narrative strategies to evaluate the relationship between film and identity. (This course is also offered as ETHS 103)

**Associate Degree Applicable****Transfers to both UC/CSU****FTVM 110 3 Units****Audio Performance****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course will give instruction and practice in performing and announcing. Topics include interpretation of copy, news casting, music continuity, interviewing, and the operation of audio equipment while performing. Students will practice commercial material and improvisational announcing. (Formerly RTVF 102)

**Associate Degree Applicable****Transfers to CSU only****FTVM 111 3 Units****Studio Audio Production****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course serves as an introduction to the theory and practice of audio production for podcasting, television, film, digital recording applications, and radio. Students will learn the fundamentals of sound design and aesthetics, microphone use, and digital recording equipment. Students gain hands on experience recording, editing, mixing and mastering audio. Upon completion, students will have basic knowledge of applied audio concepts, production workflow, equipment functions, and audio editing software. (Formerly RTVF 120)

**Associate Degree Applicable****Transfers to CSU only****FTVM 112 3 Units****Field Audio Production****Lecture:** 36 contact hours**Lab:** 54 contact hours

This audio production course provides specialized training in digital audio work as it pertains to field audio production. This includes recording live events, field audio dialogue, and sound effects for use in all forms of media content. Topics include the use of audio post-production techniques and the skills necessary to compete in the entertainment, communications, and multimedia industries. (Formerly RTVF 121)

**Associate Degree Applicable****Transfers to CSU only****FTVM 114 3 Units****Editing I****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course focuses on the fundamental techniques, skills, and theories of editing as well as the technical requirements for assembling a digital video project. Through a series of hands-on projects, students will put traditional theories of picture and sound editing into practice. The course will also cover the history of nonlinear editing and provide an overview of the post-production process.

**Associate Degree Applicable****Transfers to CSU only****FTVM 120 3 Units****Introduction to Screen and Broadcast Writing****Lecture:** 54 contact hours

This course is designed to teach the student the basic tools of scriptwriting for film, television, broadcast, and new media, focusing on the aesthetic and commercial demands of each. (FORMERLY RTVF 104).

**Associate Degree Applicable****Transfers to CSU only****FTVM 121 3 Units****Intermediate Screen and Broadcast Writing****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is designed to provide intermediate level training in skills required to create scripts for film, television or electronic media. Techniques of scriptwriting and marketing are explored. (FORMERLY RTVF 106)

**Associate Degree Applicable****Transfers to CSU only**

**FTVM 122 3 Units****Acting and Directing for Television and Film****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course provides instruction and practice in acting and directing for television and film, including voice, character development, and creating a visual style. (Formerly RTVF 134)

**Associate Degree Applicable****Transfers to both UC/CSU****FTVM 130 3 Units****Survey of TV Studio and Film Production****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is designed for students who are interested in transforming a narrative concept into a practical production. By viewing, discussing, planning, and developing stories. Film, television, and media students will learn skills necessary to produce a film or video in a TV Studio and location environment. Topics include studio signal flow, directing, theory and operation of camera and audio equipment, switcher operation, fundamentals of lighting, graphics, video control and video recording and real-time video production. (Formerly RTVF 130)

**Associate Degree Applicable****Transfers to CSU only****FTVM 131 3 Units****Cinematography****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

In this hands-on course, students will delve into the art and craft of cinematography: the methods and techniques by which motion picture photography and lighting help give a film meaning and aesthetic purpose. Through lectures, demonstrations and exercises in a supervised classroom environment, students will learn to operate state-of-the-art digital and electronic equipment while applying the fundamental principles of lighting, composition, exposure, focus, lens selection, and camera dynamics into purposeful visual storytelling. (Formerly RTVF 132)

**Associate Degree Applicable****Transfers to both UC/CSU****FTVM 132 3 Units****Commercial Video Production****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** FTVM 130 or FTVM 131**Advisory:** ENGL 101 or ENGL 101H

This is an introductory course in the theory, terminology, and operation of commercial video production. The topics include composition, camera operation, portable lighting, video recorder, audio control, and editing. The aesthetics and fundamentals of scripting, producing, and directing for broadcast commercial or video to be used in other multimedia platforms. (Formerly RTVF 133)

**Associate Degree Applicable****Transfers to CSU only****FTVM 133 3 Units****Broadcast News****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

In this course students will report, write, and produce video stories ranging from the four-minute BBC-style story to the 90-second US broadcast news variety to 30-second social media spots. Students will apply reporting techniques to the audio-visual medium, to tell news, feature, and investigative stories effectively. The combined stories will become a weekly news show to be broadcast on KVCR. Students will explore ethical issues applicable to video journalism and learn to interview for video, shoot sequences and write for the short news format. Students will pitch and be assigned news, feature, and deep dive/investigative stories. In addition, students will receive additional support in camera skills, voice tracking, graphics production. Students will produce a newscast, each taking on a different role as producers and reporters.

**Associate Degree Applicable****Transfers to CSU only****FTVM 134 3 Units****Sports Broadcasting****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course teaches the fundamentals of Sports Broadcasting. Students will take the lead on writing and preparing broadcasts and building presentation/ performance skills in the broadcast of local sports on for broadcast on both TV and radio on the campus broadcast station KVCR. The sports to be broadcast include local college, high school sports and specialized events known for the region. Students will also perform as sportscasters on news programs on KVCR. Students will interview local athletes, write and produce feature material for broadcast. The contributions of minorities and women in sports will be highlighted.

**Associate Degree Applicable****Transfers to CSU only****FTVM 198 3 Units****Media Practicum****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** FTVM 130

This course includes practical experience in design/layout, visual, online, multimedia journalism, emerging technologies, and leadership/ management. This intermediate student media practicum includes lab hours that regularly produce news, feature non-fiction product, or documentary with a journalism emphasis by and for students and distributed to a campus or community audience. Some assignments may include a variety of student media across multiple platforms, including print, broadcast, and online. Content must be student produced with student leadership emphasis.

**Associate Degree Applicable****Transfers to CSU only**

**FTVM 213 3 Units****Audio Studio Operations****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** FTVM 111 or FTVM 112

This course offers an emphasis on individual and group production of short and long-form broadcasts for a variety of audio projects. Projects include podcasts, promotional spots, features, music programming, and news; as well as project development, management and implementation. All student projects are eligible to air on KVCR, YouTube, and program managed podcast station. (Formerly RTVF 220)

**Associate Degree Applicable****Transfers to CSU only****FTVM 215 3 Units****Editing II****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** FTVM 114

This intermediate level course provides students with the skills and technologies to edit both fiction and documentary films as well as other forms of visual media. (Formerly RTVF 232)

**Associate Degree Applicable****Transfers to CSU only****FTVM 216 3 Units****Color Correction for Film and Media****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** FTVM 114

This hands-on course will familiarize students with color grading and finishing software. This course will begin with the basics of color balancing and correction. Students will move on to the fine points of secondary grading, including scene matching, using vignettes to isolate and track regions, creating advanced color effects and looks, skin tone adjustments, adjusting the composition and framing of a shot.

**Associate Degree Applicable****Transfers to both UC/CSU****FTVM 222 1-3 Units****Independent Study in Film, Television, and Media****DIR:** 54 contact hours

Students with previous course work in FTVM may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of FTVM. Prior to registration, a written contract must be prepared. See instructor for details. (Formerly RTVF 222)

**Associate Degree Applicable****Transfers to CSU only****FTVM 233 3 Units****TV Studio Production****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** FTVM 130

This is an in-depth course in techniques of planning, producing, writing, and directing television programs; with an emphasis on polishing technical skills, creativity, and teamwork. Explores advanced video switching techniques, video recording and editing formats, program rundowns, timing, and advanced director's cues. (Formerly RTVF 230)

**Associate Degree Applicable****Transfers to CSU only****FTVM 234 3 Units****Short Film Production****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** FTVM 130 or FTVM 131 and FTVM 122

In this course students plan, produce, write, shoot, and edit programs that can use either studio production or single camera video production with editing equipment. The course includes hands-on experience using HD and 4K video cameras, location sound, and nonlinear editing equipment. Students will create their own video productions, individually and in teams. (Formerly RTVF 231)

**Associate Degree Applicable****Transfers to CSU only****FTVM 235 3 Units****Cinema Production****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** FTVM 130 and FTVM 122

This in-depth course covers producing for motion pictures and television. It includes script development, preproduction planning, production concepts, and postproduction editing concepts. (Formerly RTVF 240)

**Associate Degree Applicable****Transfers to CSU only****FTVM Department Website**

[www.valleycollege.edu/ftvm/](http://www.valleycollege.edu/ftvm/) (<http://www.valleycollege.edu/ftvm/>)

**The Institute of Media Arts**

[www.valleycollege.edu/ima/](http://www.valleycollege.edu/ima/) (<http://www.valleycollege.edu/ima/>)



## Audio Broadcasting Certificate of Achievement

The Audio Broadcasting certificate program will enable students to gain valuable skills and creative techniques in the highly competitive and challenging world of audio broadcasting forms of over the air signals, podcasting stations, and other forms of over the top distribution channels. The course offerings are designed to provide a general overview of the broadcasting industries and their inter-relationships, while also concentrating on specific job skills.

| Code                    | Title                   | Units     |
|-------------------------|-------------------------|-----------|
| <b>Required Courses</b> |                         |           |
| FTVM 110                | Audio Performance       | 3         |
| FTVM 111                | Studio Audio Production | 3         |
| FTVM 112                | Field Audio Production  | 3         |
| FTVM 198                | Media Practicum         | 3         |
| FTVM 213                | Audio Studio Operations | 3         |
| <b>Total Units</b>      |                         | <b>15</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Create a portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film production
- Modify and edit film and media content for distribution
- Produce content to be streamed for podcasts or broadcast radio

## Film Associate of Arts Degree

The Associates of Art degree in Film is designed to prepare students for entry-level jobs in the Film industry in a variety of areas including narrative, documentary production, writing, preproduction, and editing.

| Code   | Title   | Units     |
|--|---|-----------|
| <b>Required Courses</b>                        |   |           |
| FTVM 101                                       | Introduction to Electronic Media                    | 3         |
|  | or COMMST 13 Mass Media and Society                 |           |
| FTVM 102                                       | Introduction to Media Aesthetics and Cinematic Arts | 3         |
| FTVM 114                                       | Editing I   | 3         |
| FTVM 121                                       | Intermediate Screen and Broadcast Writing           | 3         |
| FTVM 235                                       | Cinema Production                                   | 3         |
| <b>Select two courses from the list below.</b> |   |           |
| FTVM 122                                       | Acting and Directing for Television and Film        | 3         |
| FTVM 131                                       | Cinematography                                      | 3         |
| FTVM 132                                       | Commercial Video Production                         | 3         |
| FTVM 198                                       | Media Practicum                                     | 3         |
| FTVM 216                                       | Color Correction for Film and Media                 | 3         |
| <b>Total Units</b>                             |   | <b>21</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Create a portfolio of work to demonstrate entry-level production skills
- Write a resume for entry-level employment in film
- Write a short film script for production
- Produce, direct, and edit a short film

## Film, Television, and Electronic Media Associate of Science Transfer Degree

The Film, Television and Media department provides a comprehensive instructional program in radio and television broadcasting, digital film production, and digital audio and video production for use in broadcasting, cablecasting, multimedia, film production, and Internet applications.

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.

To earn a Film, Television, and Electronic Media AS-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Film, Television, and Electronic Media should consult with a counselor regarding the transfer process and lower division requirements.

| Code  | Title   | Units |
|---|---|-------|
| <b>Required Core Courses - Select two courses:</b>              |   |       |
| COMMST 135  | Mass Media and Society                              | 3     |
|   | or FTVM 101 Introduction to Electronic Media        |       |
| FTVM 102  | Introduction to Media Aesthetics and Cinematic Arts | 3     |
| FTVM 121  | Intermediate Screen and Broadcast Writing           | 3     |
| <b>List A: Select one course from each area (6 units total)</b> |   |       |
| Audio   |   |       |
| FTVM 111  | Studio Audio Production                             | 3     |
| FTVM 213  | Audio Studio Operations                             | 3     |
| Video or Film Production  |   |       |

|   |  |   |
|---|--|---|
| FTVM 130  | Survey of TV Studio and Film Production      | 3 |
| FTVM 131  | Cinematography                               | 3 |
| FTVM 132  | Commercial Video Production                  | 3 |
| <b>List B: Select one course not already selected (3 units)</b> |  |   |
| FTVM 112  | Field Audio Production                       | 3 |
| FTVM 234  | Short Film Production                        | 3 |
| <b>List C: Select one course not already selected (3 units)</b> |  |   |
| FTVM 103  | Ethnicity and Identity in Media              | 3 |
| or ETHS 103   | Ethnicity and Identity in Media              |   |
| FTVM 110  | Audio Performance                            | 3 |
| FTVM 114  | Editing I                                    | 3 |
| FTVM 120  | Introduction to Screen and Broadcast Writing | 3 |
| FTVM 122  | Acting and Directing for Television and Film | 3 |
| FTVM 133  | Broadcast News                               | 3 |
| FTVM 134  | Sports Broadcasting                          | 3 |
| FTVM 198  | Media Practicum                              | 3 |
| FTVM 215  | Editing II                                   | 3 |
| FTVM 216  | Color Correction for Film and Media          | 3 |
| FTVM 233  | TV Studio Production                         | 3 |
| FTVM 235  | Cinema Production                            | 3 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18</b>    |
| <b>Total Units That May Be Double Counted</b>    |       | <b>6</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>3-9</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Explain a history of radio, television, or film
- Apply production principles to the basic operation of the audio console and radio station equipment
- Write a script with an appropriate story line or purpose
- Perform on camera or voice over
- Demonstrate technical ability of film and audio skills
- Demonstrate management skills
- Prepare for transfer to an accredited university as a junior with a related major

## Media Development Certificate of Achievement

This certificate is designed to prepare students for career paths in story development and production planning for film, tv, and media. The emphasis is in writing and production planning.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| FTVM 102                | Introduction to Media Aesthetics and Cinematic Arts | 3         |
| FTVM 120                | Introduction to Screen and Broadcast Writing        | 3         |
| FTVM 121                | Intermediate Screen and Broadcast Writing           | 3         |
| FTVM 122                | Acting and Directing for Television and Film        | 3         |
| or FTVM 130             | Survey of TV Studio and Film Production             |           |
| <b>Total Units</b>      |   | <b>12</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Qualify for entry-level work in media, television, or film development
- Create an online portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film development
- Write scripts for all forms of media content
- Produce a concept pitch for a media project

## Media Production Associate of Arts Degree

The Associate of Art degree in Media Production is designed to prepare students for entry-level jobs in audio production and recording and online media platforms. These areas include public relations, internal communications, podcasts, remote and studio production, writing, preproduction, and editing.

| Code                                | Title   | Units |
|-------------------------------------|---|-------|
| <b>Required Courses</b>             |   |       |
| FTVM 101                            | Introduction to Electronic Media<br>or COMMST 13 Mass Media and Society | 3     |
| FTVM 110                            | Audio Performance   | 3     |
| FTVM 111                            | Studio Audio Production   | 3     |
| FTVM 112                            | Field Audio Production  | 3     |
| FTVM 120                            | Introduction to Screen and Broadcast Writing                            | 3     |
| FTVM 133                            | Broadcast News  | 3     |
| FTVM 134                            | Sports Broadcasting   | 3     |
| FTVM 213                            | Audio Studio Operations   | 3     |
| FTVM 233                            | TV Studio Production  | 3     |
| <b>Select one of the following:</b> |   |       |
| FTVM 130                            | Survey of TV Studio and Film Production                                 | 3     |
| FTVM 132                            | Commercial Video Production   | 3     |
| FTVM 198                            | Media Practicum   | 3     |

|                    |                       |           |
|--------------------|-----------------------|-----------|
| FTVM 234           | Short Film Production | 3         |
| <b>Total Units</b> |                       | <b>30</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Create a portfolio of work to demonstrate entry-level production skills
- Write a resume for entry-level employment in radio
- Write short news or information scripts for broadcast
- Produce, engineer, and edit and short radio program

## Post-Production Certificate of Achievement

The Post-Production certificate is designed to prepare students for career paths in the post-production of film, TV, and electronic media. This certificate covers areas of audio engineering, audio recording, video editing, effects, and color correction.

| Code                    | Title                               | Units     |
|-------------------------|-------------------------------------|-----------|
| <b>Required Courses</b> |                                     |           |
| FTVM 101                | Introduction to Electronic Media    | 3         |
| FTVM 112                | Field Audio Production              | 3         |
| FTVM 114                | Editing I                           | 3         |
| FTVM 213                | Audio Studio Operations             | 3         |
| FTVM 215                | Editing II                          | 3         |
| FTVM 216                | Color Correction for Film and Media | 3         |
| <b>Total Units</b>      |                                     | <b>18</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Create a portfolio of work to demonstrate entry-level skills
- Write a resume and complete an online portfolio for entry level employment in media, television, or film production
- Produce film and media projects for a variety of distribution platforms
- Develop content utilizing professional level post-production applications
- Describe how to fix and correct footage film for television and media projects

## Production Certificate of Achievement

The production certificate is designed to prepare students for career paths in film, tv, and media production. It emphasizes production of short narrative, documentary, and long form media content. Note: Students who wish to pursue the Associates in Media Production the department advises students to take FTVM 102.

| Code                    | Title                                   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| FTVM 111                | Studio Audio Production                 | 3         |
| FTVM 130                | Survey of TV Studio and Film Production | 3         |
| FTVM 131                | Cinematography                          | 3         |
| FTVM 132                | Commercial Video Production             | 3         |
| or FTVM 110             | Audio Performance                       |           |
| FTVM 234                | Short Film Production                   | 3         |
| or FTVM 235             | Cinema Production                       |           |
| <b>Total Units</b>      |   | <b>15</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Qualify for entry-level work in media, television, or film production
- Have an online portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film production
- Modify and edit film and media content for distribution
- Qualify for transfer to a four-year institution

## Social Media Field Production Certificate of Achievement

The Social Media Video Field Production is designed to better understand how field video production will enhance social media outreach. Utilizing field production basics such as interviews, livestreaming, and commercial production; students will gain an understanding for the appropriate tools. Students will learn engaging video strategies to expand social media audiences.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| FTVM 102                | Introduction to Media Aesthetics and Cinematic Arts | 3         |
| FTVM 121                | Intermediate Screen and Broadcast Writing           | 3         |
| FTVM 132                | Commercial Video Production                         | 3         |
| FTVM 215                | Editing II  | 3         |
| <b>Total Units</b>      |   | <b>12</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Qualify for entry-level work in public relations and internal communications where video is required
- Create an online portfolio of work to demonstrate entry-level skills
- Write a resume for entry-level employment in media, television, or film development
- Produce short video content that meets the standards of broadcast and social media outlets
- Produce multiple packages of video content for social media and broadcast platforms

## Social Media Narrative Production Certificate of Achievement

The Social Media Narrative Certificate is an in-depth look at how to harness audio and video story telling for social media platforms. Some of these strategies consist of short form documentary and narrative content creation. This certificate helps you to define video production for social media marketing, including defining your audience, finding your voice, content creation, and tracking.

| Code                    | Title                   | Units     |
|-------------------------|-------------------------|-----------|
| <b>Required Courses</b> |                         |           |
| FTVM 111                | Studio Audio Production | 3         |
| FTVM 112                | Field Audio Production  | 3         |
| FTVM 215                | Editing II              | 3         |
| FTVM 233                | TV Studio Production    | 3         |
| FTVM 198                | Media Practicum         | 3         |
| <b>Total Units</b>      |                         | <b>15</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Create a portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film development
- Produce short video content that meets the standards of broadcast and social media outlets
- Design multiple packages of video and audio content for social media and broadcast platforms

## Social Media Studio Production Certificate of Achievement

The Social Media Studio Production Certification will help students shape the conversation around brand, utilizing basic video studio production skills. Students in this program will learn the fundamentals of videos production. These fundamentals are essential in social media video production.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| FTVM 101                | Introduction to Electronic Media             | 3         |
| FTVM 114                | Editing I                                    | 3         |
| FTVM 120                | Introduction to Screen and Broadcast Writing | 3         |
| FTVM 130                | Survey of TV Studio and Film Production      | 3         |
| <b>Total Units</b>      |  | <b>12</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Qualify for entry-level work in public relations and internal communications where video is required

- Have an online portfolio of work to demonstrate entry-level skills
- Write a resume for entry level employment in media, television, or film development
- Produce short video content that meets the standards of broadcast and social media outlets
- Produce a package of video content for at least one project
- Qualify for transfer to a four-year institution

## Television Associate of Arts Degree

The Associate in Art degree in TV is designed to prepare students for entry-level jobs in the television and new media industries in a variety of areas including serialized narrative and documentary, remote and studio production, writing, preproduction, and editing.

| Code                                   | Title   | Units     |
|--|---|-----------|
| <b>Required Courses</b>                |   |           |
| FTVM 101<br>or COMMST 13               | Introduction to Electronic Media<br>Mass Media and Society                                  | 3         |
| FTVM 114                               | Editing I   | 3         |
| FTVM 130                               | Survey of TV Studio and Film Production   | 3         |
| FTVM 132                               | Commercial Video Production   | 3         |
| FTVM 120<br>or FTVM 121                | Introduction to Screen and Broadcast Writing<br>Intermediate Screen and Broadcast Writing   | 3         |
| FTVM 131<br>or FTVM 133<br>or FTVM 233 | Cinematography<br>Broadcast News<br>TV Studio Production                                    | 3         |
| FTVM 122<br>or FTVM 134<br>or FTVM 233 | Acting and Directing for Television and Film<br>Sports Broadcasting<br>TV Studio Production | 3         |
| <b>Total Units</b>                     |   | <b>21</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Create a portfolio of work to demonstrate entry-level production skills
- Write a resume for entry-level employment in television
- Write short news or information scripts for broadcast
- Produce, direct, and edit a short video production

## Video Broadcasting Certificate of Achievement

The Video Broadcasting certificate program will enable students to gain valuable skills and creative techniques in the highly competitive and challenging world of Television broadcasting forms of over the air signals, streaming platforms, and other forms of over the top distribution channels. The course offerings are designed to provide a general overview of the broadcasting industries and their inter-relationships, while also concentrating on specific job skills.

| Code                    | Title                                   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| FTVM 114                | Editing I                               | 3         |
| FTVM 130                | Survey of TV Studio and Film Production | 3         |
| FTVM 133                | Broadcast News                          | 3         |
| FTVM 134                | Sports Broadcasting                     | 3         |
| <b>Total Units</b>      |   | <b>12</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Create a portfolio of work to demonstrate entry-level skills
- Write a resume for entry-level employment in media, television, or film production
- Modify and edit film and media content for distribution

# Foods and Nutrition

The Food and Nutrition curriculum prepares students for careers in the following areas but is not limited to the Food Service industry, Hospitals, Retirement Homes, Spas, Rehabilitation Centers, and Schools. Students planning to transfer to a four-year institution and major in Hospitality should consult with a counselor regarding the transfer process and lower-division requirements. Please see Culinary Arts for more courses in this major.

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Stacy Meyer (smeyer@sbccd.edu), M.A.

- Dietetic Aide Certificate of Achievement (p. 206)
- Dietetic Service Supervisor Certificate of Achievement (p. 207)
- Nutrition and Dietetics Associate of Science Transfer Degree (p. 207)

### FN 060 3 Units

#### Modified Diets

**Lecture:** 54 contact hours

**Prerequisite:** FN 162

This course concentrates on the principles of nutrition in order to provide modified diets for individuals with a variety of health care conditions. The focus is on the rationale for the diet and how the modifications improve a person's overall well being.

**Associate Degree Applicable**

### FN 064 3 Units

#### Nutrition Management

**Lecture:** 54 contact hours

The focus of this course is on the food service and nutrition management in a health care facility. It includes the development of policies, protocols and procedures for organizing, staffing and training, as well as the promotion of sound financial planning and a cost control system.

**Associate Degree Applicable**

### FN 066 2 Units

#### Nutrition Care

**Lecture:** 36 contact hours

**Prerequisite:** FN 060

This course integrates the academic content and principles of nutrition, diet and menu development with the application of nutrition care, diet evaluation, diet education and dietetic practice.

**Associate Degree Applicable**

### FN 098 1-4 Units

#### Food and Nutrition Work Experience

**WRKEX:** 300 contact hours

This course involves supervised training, in the form of on-the-job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. Students work 5-20 hours per week to earn units using the following formula: For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

### FN 162 3 Units

#### Introduction to Food and Nutrition

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course introduces the scientific concepts of nutrition related to the function of nutrients in the basic life processes. Emphasis is on individual needs, food sources of nutrients, current nutritional issues and diet analysis.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

# Dietetic Aide Certificate of Achievement

This program is designed to prepare students for entry level employment in a designated unit or department in health care, community care, school food service, or health and community directed programs of nutrition services. These services are often provided for the elderly and infants or children.

| Code                    | Title                                      | Units        |
|-------------------------|--|--------------|
| <b>Required Courses</b> |  |              |
| CULART 225              | Sanitation and Safety                      | 3            |
| CULART 240              | Procurement, Purchasing and Selection      | 3            |
| FN 060                  | Modified Diets                             | 3            |
| FN 064                  | Nutrition Management                       | 3            |
| FN 162                  | Introduction to Food and Nutrition         | 3            |
| FN 098                  | Food and Nutrition Work Experience         | 1-4          |
| HOSP 160                | Culinary Production and Kitchen Operations | 3            |
| <b>Total Units</b>      |  | <b>19-22</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Create and design a menu for modified diets
- Prepare and serve food for modified diets
- Interpret and implement directions from dietitians in the provision of food service and nutritional programs

## Dietetic Service Supervisor Certificate of Achievement

Students receive education and training for entry level management positions in a food service department within a health care facility, community care or school food service organizations. Supervisors write menus, design diets, teach classes to food service personnel and give instruction on individual diets.

| Code                    | Title  | Units        |
|-------------------------|--|--------------|
| <b>Required Courses</b> |  |              |
| CULART 050              | Healthy Cooking and Special Diets            | 3            |
| CULART 225              | Sanitation and Safety                        | 3            |
| CULART 201              | Management of Human Resources in Hospitality | 3            |
| CULART 161              | Quantity Food Preparation                    | 3            |
| FN 162                  | Introduction to Food and Nutrition           | 3            |
| FN 060                  | Modified Diets                               | 3            |
| FN 064                  | Nutrition Management                         | 3            |
| FN 098                  | Food and Nutrition Work Experience           | 1-4          |
| HOSP 160                | Culinary Production and Kitchen Operations   | 3            |
| <b>Total Units</b>      |  | <b>25-28</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Explain hiring practices as it applies to the kitchen area
- Provide nutrition services for schools, training camps, food-service companies, sports/fitness centers and restaurants
- Supervise the production, prepare menus, and conduct training for food service personnel
- Meet the California Department of Health Licensing Requirements for Dietetic Service Supervisor (DSS)

## Nutrition and Dietetics Associate of Science Transfer Degree

Nutrition and Dietetics is an interdisciplinary science that studies factors that affect our food choices, the chemical and physiological processes involved in processing and delivering the chemical components of those foods to the body. Students will focus their studies in nutritional science including chemistry and physiology as well as institutional nutrition, community nutrition, food production, management of foodservice operations. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

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. To earn this Nutrition and Dietetics AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");

- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSU-GE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Nutrition and Dietetics should consult with a counselor regarding the transfer process and lower division requirements.

| Code                              | Title   | Units |
|-----------------------------------|---|-------|
| <b>Required Courses</b>           |   |       |
| FN 162                            | Introduction to Food and Nutrition                  | 3     |
| PSYCH 100                         | General Psychology                                  | 3     |
|                                   | or PSYCH 100H General Psychology - Honors           |       |
| CHEM 150                          | General Chemistry I                                 | 5     |
| BIOL 270                          | Microbiology  | 5     |
| <b>List A: Select two courses</b> |   |       |
| CHEM 151                          | General Chemistry II                                | 5     |
| CHEM 212                          | Organic Chemistry I                                 | 4     |
| BIOL 250                          | Human Anatomy and Physiology I                      | 4-8   |
| & BIOL 251                        | and Human Anatomy and Physiology II <sup>1</sup>    |       |
|                                   | or BIOL 260 Human Anatomy                           |       |
|                                   | or BIOL 261 Human Physiology                        |       |
| MATH 108                          | Introduction to Probability and Statistics          | 4     |
|                                   | or PSYCH 105 Statistics for the Behavioral Sciences |       |
|                                   | or ECON 208 Business and Economic Statistics        |       |
| <b>List B: Select one course</b>  |   |       |
| HOSP 160                          | Culinary Production and Kitchen Operations          | 3     |
| CHEM 104                          | Introduction to Organic Chemistry and Biochemistry  | 4     |
| CHEM 105                          | Introduction to General, Organic And Biochemistry   | 5     |
| CHEM 213                          | Organic Chemistry II                                | 4     |
| MATH 102                          | College Algebra                                     | 4     |
| MATH 103                          | Plane Trigonometry                                  | 4     |
| MATH 151                          | Precalculus   | 4     |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>27-30</b> |
| <b>Total Units That May Be Double Counted</b>    |       | <b>7-10</b>  |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>0-4</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |

<sup>1</sup> Credit will only be awarded for one of the following courses/sequence: BIOL 250 and BIOL 251 OR BIOL 260 OR BIOL 261.

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Outline the overall nutritional needs of children and adults and develop comprehensive food plans to ensure nutritional needs are being met
- Know the sources and functions of macro-nutrients and micro-nutrients
- Compare canned/packaged food products using the information on the Nutrition Facts Panel, ingredient list, and Daily Values
- Analyze a three day dietary intake by food groups and/or by nutrients (RDA) and write recommendations based on the data gleaned from the analysis

## French (FRENCH) Courses

### FRENCH 101 5 Units

#### College French I

**Lecture:** 90 contact hours

In this course students develop the ability to converse, read and write in French. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the culture of French-speaking peoples. This course corresponds to two years of high school study.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### FRENCH 102 5 Units

#### College French II

**Lecture:** 90 contact hours

**Prerequisite:** FRENCH 101

This course provides students the opportunity to continue to develop conversational, reading and writing skills in French with special emphasis on past tense verbs, grammar, vocabulary expansion and cultural applications of the French language.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

## Geographic Information Systems (GIS)

### Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chairs: Todd Heibel ([theibel@sbccd.edu](mailto:theibel@sbccd.edu)), Ph.D. and Matthew Robles ([mrobles@sbccd.edu](mailto:mrobles@sbccd.edu)), M.S.

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- Geographic Information Systems Certificate of Achievement (p. 210)

### GIS 039 1 Unit

#### Global Positioning Systems (GPS) Field Techniques

**Lab:** 54 contact hours

**Advisory:** GIS 135

The Global positioning system (GPS) is a satellite-based navigation system comprised of a network of 24 satellites placed into orbit by the US Department of Defense. The aim of this course is to introduce students to the principles of the GPS and to demonstrate its application to GIS. GPS basic components are covered, including satellites, ground control stations, antennae, and receivers. GIS background or work experience in the field are recommended to succeed in this course.

**Associate Degree Applicable**

### GIS 098 1-4 Units

#### GIS Work Experience

**WRKEX:** 300 contact hours

**Prerequisite/Corequisite:** GIS 135

This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

### GIS 100 3 Units

#### Map Interpretation and Geospatial Analysis

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This class is an introduction to maps, images and geospatial techniques and technologies. The technologies covered in this course include map and aerial photograph interpretation, tabular data, spatial statistics, cartography, Global Positioning Systems (GPS), Internet mapping, remote sensing and Geographic Information Systems (GIS), all of which aid in data collection, analysis and presentation. (This course is also offered as GEOG 100)

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** GEOG 150



**GIS 130 3 Units****Introduction to Geographic Information Systems (GIS)****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 942.

This course provides an introduction to the fundamentals of Geographic Information Systems (GIS), including the history of automated mapping. The course includes a brief introduction to basic cartographic principles, including map scales, coordinate systems and map projections. GIS hardware and software are explored, as are various applications of GIS technology used in environmental science, business and government. (This course is also offered as GEOG 130)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 155**GIS 133 3 Units****GIS Cartography and Base Map Development****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** GIS 130 or GEOG 130

This course introduces the nature of cartography, standard cartographic conventions, and graphic symbology. Map projections, scale, types of thematic maps, and map accuracy are reviewed. Current industry standard techniques used in GIS base map development are employed, including production and presentation techniques of professional quality maps.

**Associate Degree Applicable****Transfers to both UC/CSU****GIS 134 3 Units****Data Acquisition and Management****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** GIS 130

This course addresses the interpretation and understanding of a variety of data formats available in GIS. It introduces the fundamental concepts of primary GIS data creation and discusses quantitative techniques for collection, classification, and management of geographical data.

**Associate Degree Applicable****Transfers to CSU only****GIS 135 3 Units****Spatial Analysis with GIS****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** GIS 130

This course is an introduction to spatial analysis with fundamental concepts and analytical procedures used to simplify complex spatial modeling. Specific methods covered include spatial queries, buffering, overlay, interpolation, network analysis, surface analysis, and spatial autocorrelation.

**Associate Degree Applicable****Transfers to CSU only****GIS 136 3 Units****GIS for Science, Government, and Business****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** GIS 135

This course introduces students to the various GIS techniques deployed to help government, businesses, and consulting firms to operate in a constantly changing social, physical, economic, and political environment. Government agencies and businesses today face challenges that force them to think beyond traditional, non-geographic approaches to problem solving. Students are introduced to data integration, maps, and GIS outputs.

**Associate Degree Applicable****Transfers to CSU only****GIS 137 3 Units****GIS Advanced Applications****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** GIS 135

This course provides hands-on training in advanced applications of GIS using ArcView and ArcInfo, and a review of Visual Basic for Applications (VBA) for customizing ArcGIS. It includes introduction to ArcGIS Server, ArcIMS, and building maps and models for publishing to the web. Students will learn to build web applications with GIS capabilities using Application Service Provider (ASP).

**Associate Degree Applicable****Transfers to CSU only****GIS 222 1-3 Units****Independent Study in Geographic Information Systems****DIR:** 54 contact hours**Prerequisite:** GIS 130 or GIS 131

Students with previous course work in GIS may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of GIS. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only**

# Geographic Information Systems Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in Geographic Information Systems (GIS) and automated mapping technology, utilizing Earth resources data satellites, aerial photography, and computerized data banks of spatial data.

| Code   | Title  | Units     |
|--|--|-----------|
| <b>Required Courses</b>  |  |           |
| GIS 130  | Introduction to Geographic Information Systems (GIS) | 3         |
| or GEOG 130  | Introduction to Geographic Information Systems (GIS) |           |
| GIS 133  | GIS Cartography and Base Map Development             | 3         |
| GIS 134  | Data Acquisition and Management                      | 3         |
| GIS 135  | Spatial Analysis with GIS                            | 3         |
| GIS 136  | GIS for Science, Government, and Business            | 3         |
| or GIS 137   | GIS Advanced Applications                            |           |
| <b>Elective Courses - Select a minimum of four units from the following:</b> |  |           |
| GEOG 100   | Map Interpretation and Geospatial Analysis           | 3         |
| or GIS 100   | Map Interpretation and Geospatial Analysis           |           |
| GIS 039  | Global Positioning Systems (GPS) Field Techniques    | 1         |
| GIS 098  | GIS Work Experience                                  | 1-4       |
| GIS 222  | Independent Study in Geographic Information Systems  | 1-3       |
| <b>Total Units</b>   |  | <b>19</b> |

| Code                       | Title                             | Units |
|----------------------------|-----------------------------------|-------|
| <b>Recommended Courses</b> |                                   |       |
| CIT 101                    | Introduction to Computer Literacy | 3     |
| GEOG 110                   | Physical Geography                | 3     |
| GEOL 101                   | Introduction to Physical Geology  | 3     |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

- Entry-level technician in the field of GIS, automated cartography (geoinformatics/geo-visualization), and remote sensing for science, government, and business applications
- Scanning, hand-digitizing, and collecting global positioning systems (GPS) cartographic data as a means to create a base map
- Entering textual and numerical information as a means to create a tabular database
- Integration of raster data layers, including remotely sensed imagery, and vector data layers, including points, lines, and polygons
- Basic GIS map analysis, including descriptive spatial statistics, inferential spatial statistics, and spatial autocorrelation

## Geography

The environmental and spatial science of geography examines both physical and cultural landscapes across the Earth. As a spatial science, physical and cultural location and patterns on Earth's surface are central to the study of geography. It includes the study of all forces of nature and the consequences of those forces, with an emphasis on human-environment interactions.

Specifically, geography integrates multiple natural and social sciences and includes: the nature and interactions of the atmosphere and the land, plants and animals, the Earth's waters, weather, climate, the Earth's dynamic surface, landforms and soil, and the way people have inhabited and altered the Earth by creating various forms of agriculture, language, religion, and cities.

Courses in geography fulfill the science and social sciences requirement for the associate degree, prepare the students for majoring in geography at a four-year institution, and supplement other studies for students interested in careers in environmental studies, education, engineering, urban planning, and architecture. Students planning to transfer to a four-year institution as a geography major should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chairs: Todd Heibel (theibel@sbccd.edu), Ph.D. and Matthew Robles (mrobles@sbccd.edu), M.S.

- Geography Associate of Arts Transfer Degree (p. 212)
- Geography Associate of Science Degree (p. 213)

### GEOG 100 3 Units

#### Map Interpretation and Geospatial Analysis

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This class is an introduction to maps, images and geospatial techniques and technologies. The technologies covered in this course include map and aerial photograph interpretation, tabular data, spatial statistics, cartography, Global Positioning Systems (GPS), Internet mapping, remote sensing and Geographic Information Systems (GIS), all of which aid in data collection, analysis and presentation. (This course is also offered as GIS 100)

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** GEOG 150

**GEOG 102 3 Units****Cultural Geography****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

This course provides an introduction to the interrelationship between people and the environment. It includes population trends, regional analyses, and livelihood patterns. There is an emphasis on historical development, diffusion of agriculture, languages, religions, and urban development.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 120**GEOG 106 3 Units****Geographic Perspectives on the Environment****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

This course provides an introductory study of the latest geographic perspectives of critical environmental issues occurring within and across local, regional, national, and global scales. It creates an awareness of the geography of human-environment relationships, in particular how nature and natural resources are defined, contested, distributed, and consumed. Emphasis is on social, political, cultural, psychological, and economic evaluation of natural resources and associated resource management.

**Associate Degree Applicable****Transfers to both UC/CSU****GEOG 110 3 Units****Physical Geography****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

Within a human-environment framework, students will review basic physical elements of geography, with emphasis on weather, climate, water, soil, landforms, native animal life and natural vegetation, and their interrelationships and patterns of distribution on a worldwide basis. GEOG 111/GEOG 111H is strongly recommended for students who desire to transfer to CSU/UC. It is recommended that students complete GEOG 111/ GEOG 111H within three years of completing GEOG 110.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 110**GEOG 111 1 Unit****Physical Geography Laboratory****Lab:** 54 contact hours**Prerequisite/Corequisite:** GEOG 110

This is the laboratory companion for the GEOG 110 physical geography lecture course. This course is recommended for students concurrently enrolled in GEOG 110 or who have successfully completed the course within last three years. Students will apply lecture principles to in-class, hands-on, and field exercises. Students should be prepared to participate in one or more off-campus field exercises.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 111**GEOG 111H 1 Unit****Physical Geography Laboratory - Honors****Lab:** 54 contact hours**Prerequisite/Corequisite:** GEOG 110

This is the laboratory companion for the GEOG 110 physical geography lecture course. This course is recommended for students concurrently enrolled in GEOG 110 or who have successfully completed the course within last three years. Students will apply lecture principles to in-class, hands-on, and field exercises. Students should be prepared to participate in one or more off-campus field exercises. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 111**GEOG 114 4 Units****Weather and Climate****Lecture:** 54 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

This course covers Earth's atmospheric phenomena, with special reference to causes and regional distribution of weather and climate, both past and present. Topics include atmospheric structure and composition, solar radiation and energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, cyclones, weather forecasting, climate, and climate change. Emphasis will be given to current environmental topics, including natural and anthropogenic global climate change, air pollution, and global dimming.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 130**GEOG 118 3 Units****California Geography****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

This course provides a thematic approach to the state's issues, processes and topics relevant to geography including climate, landforms, natural vegetation, water resources, cultural landscape, ethnic diversity, urban and agricultural regions, and the economy. This course explores the physical and human landscapes that have evolved as a result of the human-environment interface.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 140

**GEOG 120 3 Units****World Regional Geography****Lecture:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

This course provides an introduction to world regional geography, emphasizing the nature of major cultural regions of the world. Through a comprehensive regional analysis, students will learn social structures, religions, languages, political systems, economics, environmental relationships, transportation networks, population dynamics, and urban development across the globe.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOG 125**GEOG 130 3 Units****Introduction to Geographic Information Systems (GIS)****Lecture:** 36 contact hours**Lab:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 942.

This course provides an introduction to the fundamentals of Geographic Information Systems (GIS), including the history of automated mapping. The course includes a brief introduction to basic cartographic principles, including map scales, coordinate systems and map projections. GIS hardware and software are explored, as are various applications of GIS technology used in environmental science, business and government. (This course is also offered as GIS 130)

**Associate Degree Applicable****Transfers to both UC/CSU****GEOG 222 1-3 Units****Independent Study in Geography****DIR:** 54 contact hours

Students with previous course work in Geography may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Geography. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only**

## Geography Associate of Arts Transfer Degree

This Associate in Arts degree in Geography for Transfer (A.A.-T.) provides a path to students who wish to transfer to a CSU campus in Geography and serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. Additionally, this degree allows students to examine the environmental and spatial science of geography including both physical and cultural landscapes across the Earth. Courses in Geography also prepare students interested in careers in environmental studies, education, engineering, urban planning, and architecture.

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn this AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommend that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU. Students planning to transfer to a four-year institution and major in Geography should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title   | Units      |
|--|---|------------|
| <b>Required Courses</b>                      |   |            |
| GEOG 102                                     | Cultural Geography                                    | 3          |
| GEOG 110                                     | Physical Geography                                    | 3          |
| GEOG 111                                     | Physical Geography Laboratory                         | 1          |
|  | or GEOG 111H Physical Geography Laboratory - Honors   |            |
| <b>List A - Select two of the following:</b> |   | <b>6-7</b> |
| GEOG 100                                     | Map Interpretation and Geospatial Analysis            | 3          |
|  | or GIS 100 Map Interpretation and Geospatial Analysis |            |
| GEOG 114                                     | Weather and Climate                                   | 4          |
| GEOG 118                                     | California Geography                                  | 3          |

|  |  |          |
|--|--|----------|
| GEOG 120   | World Regional Geography   | 3        |
| GIS 130  | Introduction to Geographic Information Systems (GIS)             | 3        |
| or GEOG 130  | Introduction to Geographic Information Systems (GIS)             |          |
| <b>List B - Select six units from the following:</b> |  | <b>6</b> |
| ANTHRO 102   | Cultural Anthropology  | 3        |
| ENGL 102   | Intermediate Composition and Critical Thinking                   | 4        |
| or ENGL 102H   | Intermediate Composition and Critical Thinking - Honors          |          |
| GEOG 101   | Introduction to Physical Geology                                 | 3        |
| GIS 133  | GIS Cartography and Base Map Development                         | 3        |
| OCEAN 101 & OCEAN 111                                | Elements of Oceanography and Elements of Oceanography Laboratory | 4        |
| POLIT 141  | Introduction to World Politics                                   | 3        |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>19-22</b> |
| <b>Total Units That May Be Double Counted</b>    |       | <b>7-16</b>  |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>39-42</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>6-20</b>  |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate expertise in basic cartographic principles, including map location, scale, and distortion
- Integrate fundamentals of sociology, biology, chemistry, physics, geology, and other social and natural sciences within a spatial network of human-environment interactions
- Interpret spatial patterns, as indicated on maps, and utilize tabular and textual information as a means to produce basic maps

## Geography Associate of Science Degree

The environmental and spatial science of geography examines both physical and cultural landscapes across the Earth. As a spatial science, physical and cultural location and patterns on Earth's surface are central to the study of geography. It includes the study of all forces of nature and the consequences of those forces, with an emphasis on human-environment interactions.

Specifically, geography integrates multiple natural and social sciences and includes: the nature and interactions of the atmosphere and the land, plants and animals, the Earth's waters, weather, climate, the Earth's dynamic surface, landforms and soil, and the way people have inhabited and altered the Earth by creating various forms of agriculture, language, religion, and cities.

Courses in geography fulfill the science and social sciences requirement for the associate degree, prepare the students for majoring in geography at a four-year institution, and supplement other studies for students interested in careers in environmental studies, education, engineering, urban planning, and architecture. Students planning to transfer to a four-year institution as a geography major should consult with a counselor regarding the transfer process and lower division requirements.

To graduate with a specialization in Geography, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

| Code                                    | Title  | Units     |
|---|--|-----------|
| <b>Required Courses</b>                 |  |           |
| GEOG 102                                | Cultural Geography                                   | 3         |
| GEOG 110                                | Physical Geography                                   | 3         |
| GEOG 111                                | Physical Geography Laboratory                        | 1         |
| or GEOG 111H                            | Physical Geography Laboratory - Honors               |           |
| Select twelve units from the following: |  | 12        |
| GEOG 100                                | Map Interpretation and Geospatial Analysis           | 3         |
| or GIS 100                              | Map Interpretation and Geospatial Analysis           |           |
| GEOG 106                                | Geographic Perspectives on the Environment           | 3         |
| GEOG 114                                | Weather and Climate                                  | 4         |
| GEOG 118                                | California Geography                                 | 3         |
| GEOG 120                                | World Regional Geography                             | 3         |
| GIS 130                                 | Introduction to Geographic Information Systems (GIS) | 3         |
| or GEOG 130                             | Introduction to Geographic Information Systems (GIS) |           |
| GIS 133                                 | GIS Cartography and Base Map Development             | 3         |
| ECON 208                                | Business and Economic Statistics                     | 4         |
| or MATH 108                             | Introduction to Probability and Statistics           |           |
| <b>Total Units</b>                      |  | <b>19</b> |

| Code                       | Title                              | Units |
|----------------------------|------------------------------------|-------|
| <b>Recommended Courses</b> |                                    |       |
| ECON 100                   | Introduction to Economics          | 3     |
| POLIT 100                  | American Politics                  | 3     |
| POLIT 141                  | Introduction to World Politics     | 3     |
| SOC 100                    | Introduction to Sociology          | 3     |
| or SOC 100H                | Introduction to Sociology - Honors |       |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate expertise in basic cartographic principles, including map location, scale, and distortion
- Integrate fundamentals of sociology, biology, chemistry, physics, geology, and other social and natural sciences within a spatial network of human-environment interactions
- Interpret spatial patterns, as indicated on maps, and utilize tabular and textual information as a means to produce basic maps

## Geology

The Geology Department offers courses, which examine the earth's history, structure, and economic resources. These courses meet the student's need for:

1. Planning to transfer to a four-year institution and prepare for a career in geology or related fields,
2. Fulfilling the undergraduate general education science requirement, and
3. Better understanding the planet on which we live.

Students planning to transfer to a four-year institution and major in geology should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chairs: Todd Heibel ([theibel@sbccd.edu](mailto:theibel@sbccd.edu)), Ph.D. and Matthew Robles ([mrobles@sbccd.edu](mailto:mrobles@sbccd.edu)), M.S.

- 
- Geology Associate of Science Degree (p. 215)
  - Geology Associate of Science Transfer Degree (p. 216)

### GEOL 101 3 Units

#### Introduction to Physical Geology

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H and MATH 095 or MATH 096

**Corequisite:** ENGL 101 or ENGL 101H

**Advisory:** GEOL 111

This course is an introduction to the study of the Earth, with emphasis on the materials that make up the Earth. It emphasizes Plate Tectonics, the processes that created the continents and the ocean basins, and the internal and external processes that change the landscape.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** GEOL 100

### GEOL 111 1 Unit

#### Introduction to Physical Geology Laboratory

**Lab:** 54 contact hours

**Prerequisite/Corequisite:** GEOL 101

This course is a hands-on introduction to the study of the Earth, with an emphasis on the materials that make up the Earth. Students will participate in one or more field trips. This course is recommended for students concurrently enrolled in GEOL 101 or who have successfully completed GEOL 101 within the last two years.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** GEOL 100L

### GEOL 112 4 Units

#### Historical Geology

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Prerequisite:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

**Advisory:** GEOL 101 and GEOL 111

This course reviews the geologic history of the Earth. Specific topics include the planet's origin and chronological processes that produce major continental and oceanic features, plate tectonics, stratigraphy, interpretation of Earth history from rock and fossil records, and the evolutionary development of plant and animal life. Students should anticipate participating in one or more field trips.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** GEOL 111

### GEOL 122 3 Units

#### Environmental Geology

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process. **PREREQUISITE:** MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.

**Advisory:** GEOL 101 or GEOG 110

This course introduces the relationships among geologic processes, natural resources, and the needs of society. Topics include natural hazards such as earthquakes, landslides, and mudflows; mineral and energy resources; and the particular problems associated with urbanization, resource use, and pollution. Students should anticipate participating in one or more field trips.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** GEOL 130

**GEOL 170 1 Unit****Geologic History of the Great Basin Province****Lecture:** 9 contact hours**Lab:** 27 contact hours**Prerequisite:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process and MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.**Advisory:** GEOL 101 or GEOG 110 and GEOL 112

Students will discuss and observe the physical and historical geology of the Great Basin Province of the United States, with special emphasis on the geology of Death Valley National Park. Coursework will involve a series of lectures leading to a three to four-day field trip through the Great Basin in and around Death Valley. Students must attend the field trip for the successful completion of the course. The field trips will emphasize the geological features and anthropological history of the Great Basin Province.

**Associate Degree Applicable****Transfers to CSU only****GEOL 201 4 Units****Mineralogy****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** GEOL 101 and GEOL 111 and CHEM 101 or CHEM 150 or CHEM 150H.

This course emphasizes the classification and origin of minerals through chemical and physical tests, as well as spectroscopic, optical, and x-ray diffraction analyses. There is an ancillary study of crystal structures with models, natural crystals, and stereographic projections. Students should anticipate participating in one or more field trips.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOL 280**GEOL 222 1-3 Units****Independent Study in Geology****DIR:** 54 contact hours**Prerequisite:** GEOL 101

Students with previous course work in Geology may work on assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Geology. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only****GEOL 250 3 Units****Geology of California****Lecture:** 54 contact hours**Prerequisite:** ENGL 015 and or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.**Advisory:** GEOL 101 or GEOG 110

This course introduces students to the physical and historical geology of California, emphasizing the distinctive geologic features of each of California's twelve geomorphic provinces. Students should anticipate participating in one or more field trips.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** GEOL 200**GEOL 251 3 Units****Geology of the National Parks and Monuments****Lecture:** 54 contact hours**Prerequisite:** ENGL 015 and or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process; MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.**Advisory:** GEOL 101 or GEOG 110 and GEOL 111 or GEOG 111

This course comprises a study of the geology of selected national parks, monuments, seashores, recreational areas, and other public sites of geologic interest within the United States and its territories. There is an emphasis on the geologic processes that formed these notable sites. Students should anticipate participating in one or more field trips.

**Associate Degree Applicable****Transfers to both UC/CSU****GEOL 260 3 Units****Introduction to Field Geology****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** GEOL 101 or GEOL 112**Advisory:** GIS 130 or GEOG 130

This course emphasizes demonstration, discussion, and practice of field investigations of geologic environments. Activities include describing, mapping, and identifying geologic phenomena using traditional and cutting-edge field survey methods. As this is a hands-on course, students will spend time in the field.

**Associate Degree Applicable****Transfers to both UC/CSU****GEOL 270 1 Unit****Geology of the Eastern Sierra Nevada****Lecture:** 9 contact hours**Lab:** 27 contact hours**Prerequisite:** ENGL 015 and or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC process. MATH 952 or MATH 962 or eligibility for MATH 090 as determined by the SBVC assessment process.**Advisory:** GEOL 101 or GEOG 110 or GEOL 112

This course provides a lecture discussion and field observation of the physical and historical geology of the Eastern Sierra Nevada Province. It includes a three to four-day field trip along the boundary between the Sierra Nevada and Basin and Range Provinces. A three to four-day field trip demonstrates volcanic, glacial, and other geologic or economic processes. This field trip is required for the successful completion of the course.

**Associate Degree Applicable****Transfers to CSU only**

## Geology Associate of Science Degree

The Geology Associate of Science Degree equips students with a comprehensive understanding of the Earth's history, structure, economic resources, climate, and environment. This degree program meets student needs for: (1) transfer into a geological, environmental, or Earth sciences program at a four-year institution, (2) preparing for a career within the geological sciences or related fields, including energy exploration and development, environmental protection and remediation, hydrology, meteorology, hazard analysis and mitigation, and secondary and higher education, (3) fulfilling the undergraduate general education science requirement, and (4) a better understanding of the integration of natural systems with human-environment interactions within and upon the Earth.

Students who wish to pursue a degree in geology should take GEOL 101 and 111 before enrolling in additional geology courses. GEOL 101 is a prerequisite for most geology courses offered at San Bernardino Valley

College and GEOL 111 will give students a more hands-on, in-depth exposure to the geological and Earth sciences. To graduate with a specialization in geology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units)

| Code                                | Title  | Units        |
|-------------------------------------|--|--------------|
| <b>Required Courses</b>             |  |              |
| CHEM 150                            | General Chemistry I                          | 5            |
| CHEM 151                            | General Chemistry II                         | 5            |
| GEOL 101                            | Introduction to Physical Geology             | 3            |
| GEOL 111                            | Introduction to Physical Geology Laboratory  | 1            |
| GEOL 112                            | Historical Geology                           | 4            |
| MATH 250                            | Single Variable Calculus I                   | 4            |
| MATH 251                            | Single Variable Calculus II                  | 4            |
| <b>Select two of the following:</b> |  | <b>2-7</b>   |
| GEOL 122                            | Environmental Geology                        | 3            |
| GEOL 170                            | Geologic History of the Great Basin Province | 1            |
| GEOL 201                            | Mineralogy                                   | 4            |
| GEOL 250                            | Geology of California                        | 3            |
| GEOL 251                            | Geology of the National Parks and Monuments  | 3            |
| GEOL 260                            | Introduction to Field Geology                | 3            |
| GEOL 270                            | Geology of the Eastern Sierra Nevada         | 1            |
| <b>Total Units</b>                  |  | <b>28-33</b> |

| Code                                 | Title  | Units |
|--------------------------------------|--|-------|
| <b>Recommended Courses</b>           |  |       |
| BIOL 100                             | General Biology  | 4     |
| BIOL 109                             | History of Life  | 4     |
|                                      | or BIOL 109H History of Life - Honors  |       |
| CS 110                               | Fundamentals of Computer Science   | 3     |
| CS 190                               | Programming in C++   | 4     |
| GEOG 110                             | Physical Geography   | 3     |
| GIS 130                              | Introduction to Geographic Information Systems (GIS)                                 | 3     |
| PHYSIC 151 & PHYSIC 152              | General Physics for the Life Sciences I and General Physics for the Life Sciences II | 8     |
| PHYSIC 202 & PHYSIC 203 & PHYSIC 204 | Physics I and Physics II and Physics III   | 12    |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Have an understanding of the significance of Plate Tectonics in the overall picture of geologic processes

- Appreciate the magnitude of geologic time in explaining how the earth has changed over the course of geologic history
- Recognize important rock-forming minerals; both as mineral samples and as they appear in common rocks
- Identify the 3 major rock types (Igneous, Sedimentary, and Metamorphic) in field exposures
- Recognize major land form features and explain what geologic processes were involved in their formation
- Be prepared to transfer to an accredited 4-year degree granting institution and compete effectively against 'native' students in the same field of study

## Geology Associate of Science Transfer Degree

The Associate of Geology for Transfer (AS-T) in Geology is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus.

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 this Geology AS-T degree students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Geology should consult with a counselor regarding the transfer process and lower division requirements.

| Code                    | Title                                       | Units |
|-------------------------|---|-------|
| <b>Required Courses</b> |   |       |
| GEOL 101                | Introduction to Physical Geology            | 3     |
| GEOL 111                | Introduction to Physical Geology Laboratory | 1     |
| GEOL 112                | Historical Geology                          | 4     |
| CHEM 150                | General Chemistry I                         | 5     |
| CHEM 151                | General Chemistry II                        | 5     |
| MATH 250                | Single Variable Calculus I                  | 4     |
| MATH 251                | Single Variable Calculus II                 | 4     |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>26</b>    |
| <b>Total Units That May Be Double Counted</b>    |       | <b>6</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>0-3</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |



See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Have an understanding of the significance of Plate Tectonics in the overall picture of geologic processes
- Appreciate the magnitude of geologic time in explaining how the earth has changed over the course of geologic history
- Recognize important rock-forming minerals; both as mineral samples and as they appear in common rocks
- Identify the 3 major rock types (Igneous, Sedimentary, and Metamorphic) in field exposures
- Recognize major land form features and explain what geologic processes were involved in their formation
- Be prepared to transfer to an accredited 4-year degree granting institution and compete effectively against 'native' students in the same field of study

## Global Studies

In the Global Studies program, students engage a critical, interdisciplinary approach to examine large-scale and interconnected issues facing our world. Drawing on the fields of geography, history, anthropology, economics, and politics, this program helps students develop understanding about global-local relations, the development of global ideas and actors, international challenges, global inequality, and global responsibility. The AA-T in Global Studies is designed for students planning to transfer into majors such as Global Studies, Global Politics, International Relations, International Studies, and Comparative Government. Majoring in Global Studies prepares students to work in the areas of international business, international law, government, sustainability, public health, development for social justice, education, and research, although Global Studies majors may apply their knowledge and skills in a vast range of fields.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education

Division Phone Number: (909) 384-8603

Faculty Chair: Melissa King (mking@sbccd.edu), Ph.D.

Global Studies Associate of Arts Transfer Degree (p. 217)

### GLST 101 3 Units

#### Introduction to Global Studies

**Lecture:** 54 contact hours

This course is an introduction to the interdisciplinary field of Global Studies, examining the history of globalization, and economic, political, social, cultural, and ecological processes related to globalization.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### GLST 102 3 Units

#### Global Issues

**Lecture:** 54 contact hours

**Advisory:** GLST 101

This course examines the origins, current status, and future trends of major transnational issues confronting the global community. Topics may include population trends, economic development and inequality, basic human needs and human rights, international conflict and security, competition over resources, movements for independence and social justice, environmental issues, and violence. This course focuses on global governance and collective global responsibility.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

## Global Studies Associate of Arts Transfer Degree

In the Global Studies program, students engage a critical, interdisciplinary approach to examine large-scale and interconnected issues facing our world. Drawing on the fields of geography, history, anthropology, economics, and politics, this program helps students develop understanding about global-local relations, the development of global ideas and actors, international challenges, global inequality, and global responsibility. The AA-T in Global Studies is designed for students planning to transfer into majors such as Global Studies, Global Politics, International Relations, International Studies, and Comparative Government. Majoring in Global Studies prepares students to work in the areas of international business, international law, government, sustainability, public health, development for social justice, education, and research, although Global Studies majors may apply their knowledge and skills in a vast range of fields.

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. To earn this Global Studies AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Global Studies should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title   | Units        |
|--|---|--------------|
| <b>Required Courses</b>  |   |              |
| GLST 101   | Introduction to Global Studies                                  | 3            |
| GLST 102   | Global Issues   | 3            |
| <b>List A: Select five courses from at least four areas below (15 units)</b> |   |              |
| Area 1: Culture and Society  |   |              |
| ANTHRO 102   | Cultural Anthropology   | 3            |
|  | or ANTHRO 102 Cultural Anthropology - Honors                    |              |
| HIST 170   | World History to 1500   | 3            |
| HIST 171   | World History Since 1500  | 3            |
| Area 2: Geography  |   |              |
| GEOG 102   | Cultural Geography  | 3            |
| GEOG 110   | Physical Geography  | 3            |
| GEOG 120   | World Regional Geography  | 3            |
| GEOG 130   | Introduction to Geographic Information Systems (GIS)            | 3            |
|  | or GIS 130 Introduction to Geographic Information Systems (GIS) |              |
| Area 3: Economics  |   |              |
| ECON 200   | Principles of Macroeconomics                                    | 3            |
|  | or ECON 200H Principles of Macroeconomics - Honors              |              |
| ECON 201   | Principles of Microeconomics                                    | 3            |
|  | or ECON 201H Principles of Microeconomics - Honors              |              |
| Area 4: Politics   |   |              |
| POLIT 140  | Introduction to Comparative Politics                            | 3            |
| POLIT 141  | Introduction to World Politics                                  | 3            |
|  | or POLIT 141H Introduction to World Politics - Honors           |              |
| Area 5: Humanities   |   |              |
| RELIG 101  | Introduction to World Religions                                 | 3            |
| SPAN 103   | College Spanish III   | 4            |
|  | or SPAN 103H College Spanish III - Honors                       |              |
| SPAN 104   | College Spanish IV  | 4            |
| SPAN 157   | Spanish for Heritage Speakers I                                 | 4            |
| SPAN 158   | Spanish for Heritage Speakers II                                | 4            |
| <b>Code</b>  | <b>Title</b>  | <b>Units</b> |
| <b>Major Total</b>   |   | <b>21</b>    |
| <b>Total Units that may be Double-Counted</b>                                |   | <b>12</b>    |
| <b>General Education (CSU-GE or IGETC) Units</b>                             |   | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>                                     |   | <b>12-14</b> |
| <b>Total Units</b>   |   | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Develop an understanding of key concepts in the field of Global Studies and of key processes of globalization related to culture, economics, geography, politics, and history
- Analyze the interconnectedness of issues facing humans around the world and evaluate global responses

## Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R)

The Heating, Ventilation, Air Conditioning and Refrigeration Department prepares students for employment in the field of heating, ventilation, air conditioning and refrigeration. The employment opportunities in this field are expected to increase during the next decade due to the need to increase energy efficiencies of this equipment and incorporating building automation network and programming. Air conditioning in offices, stores, hospitals, schools and other non-residential buildings has become commonplace. Refrigeration is also necessary for the production, storage, and marketing of food and other perishables.

### Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

- Heating, Ventilation, Air Conditioning and Refrigeration Associate of Science Degree (p. 220)
- Heating, Ventilation, Air Conditioning and Refrigeration Certificate of Achievement (p. 221)
- Refrigeration Service Engineer Society (HVAC) Certificate of Achievement (p. 221)

### HVAC/R 001 4 Units

#### HVAC/R Fundamentals

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

This course covers basic principles of refrigeration, refrigerants, refrigeration components and tools; repair and testing of refrigeration units; and basic brazing and soldering.

#### Associate Degree Applicable

### HVAC/R 002 4 Units

#### Domestic Mechanical Refrigeration

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Prerequisite:** HVAC/R 001

This course covers principles of refrigeration compression systems, operations and controls, refrigeration and freezer construction, piping and parts layout. Included in the lab work is troubleshooting and servicing domestic refrigeration units.

#### Associate Degree Applicable

**HVAC/R 003 4 Units****Commercial Mechanical Refrigeration****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HVAC/R 001 and HVAC/R 004

This course covers theory of compressor construction and operation, principles of all types of refrigerant controls and multi-stage control devices pertaining to commercial and industrial refrigeration including practical lab work.

**Associate Degree Applicable****HVAC/R 004 4 Units****Electrical Fundamentals for HVAC/R****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course covers fundamentals of direct and alternating current circuits, test equipment, most common electric motors, wiring and control devices used in modern refrigeration equipment including practical lab work with electrical refrigeration trainers and projects.

**Associate Degree Applicable****HVAC/R 005 4 Units****Commercial Electric for HVAC/R****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HVAC/R 001 and HVAC/R 004

This course covers solid state control systems with emphasis on schematic reading and electrical troubleshooting pertaining to refrigeration equipment including practical lab work with electrical refrigeration trainers and projects.

**Associate Degree Applicable****HVAC/R 006 4 Units****HVAC/R Air Distribution Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HVAC/R 001

This course covers theory of multiple-stage systems and multiple-control devices with emphasis on condensing and evaporation equipment, heavy duty piping layout, forced-air heating, ventilation, and air conditioning including lab work with refrigeration trainers and projects.

**Associate Degree Applicable****HVAC/R 007 3 Units****Welding for HVAC/R****Lecture:** 18 contact hours**Lab:** 108 contact hours

This course covers intensive training in soldering, brazing and welding techniques on copper tubing, steel and dissimilar metals using oxyacetylene and special gas torches as practiced in the refrigeration, HVAC industry including blueprint reading and fabrication.

**Associate Degree Applicable****HVAC/R 050C 3 Units****Compressors, Condensers and Cooling Towers****Lecture:** 54 contact hours

This course provides comprehensive instruction on three major components of refrigeration and air conditioning systems, compressors, condensers, and cooling towers. Students gain knowledge of reciprocating, rotary, screw, centrifugal, and scroll compressors, as well as classifications of compressors (open, semi-hermetic, and hermetic). Air condensers, water-cooled condensers, evaporative condensers and cooling towers, and water treatment are also covered.

**Associate Degree Applicable****HVAC/R 051C 3 Units****Heating Fundamentals****Lecture:** 54 contact hours

This is one of three courses of a three-semester national training course offered by the Refrigeration Service Engineers Society (RSES) and the North American Technician Excellence (NATE) and is a comprehensive study of compressors, condensers, and accessories. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

**Associate Degree Applicable****HVAC/R 052C 3 Units****Heating Transfer & Distribution****Lecture:** 54 contact hours

This course introduces the basic principles of heat transfer, radiation, conduction, and convection are explained in detail, along with estimating heat loads for residential structures and the principles of air distribution. Included are lessons related to fans and blowers and instruction on fan laws, fan classifications, centrifugal fans, and fan efficiency.

**Associate Degree Applicable****HVAC/R 055C 3 Units****Gas Heating****Lecture:** 54 contact hours

This course explores the concepts of heating with gas. Included in the course are lessons related to combustion chemistry, heating fuels, burners and accessories, burners and components (including natural gas-burning and LP gas-equipment), start-up and combustion efficiency testing, gas burner controls, ignition systems for infrared heaters, gas heating equipment maintenance, troubleshooting, and condensing furnaces.

**Associate Degree Applicable****HVAC/R 056C 3 Units****Hot Water Heating****Lecture:** 54 contact hours

This course offers instruction in the principles and theories of hot water heating. Students will learn about hot water boilers and controls, heat transfer units, centrifugal pumps, air controls, hot water specialties, piping methods, pressure drop calculations, zoning, primary/secondary pumping, radiant heating systems, temperature controls, troubleshooting system components, and analysis of system problems.

**Associate Degree Applicable****HVAC/R 057C 3 Units****Tools, Controls, and Troubleshooting****Lecture:** 54 contact hours

This course is one of a three-semester national training course offered by the Refrigeration Service Engineers Society (RSES) and the North American Technician Excellence (NATE). It is a comprehensive study of the tools of the trade and control diagnostics with testing instruments. This course is designed to help students seeking journeymen-level certification as refrigeration technicians and keep abreast of current technology.

**Associate Degree Applicable****HVAC/R 060C 3 Units****Troubleshooting Refrigeration and A/C Electricity 4****Lecture:** 54 contact hours

This is a one semester course that includes the first of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

**Associate Degree Applicable**

**HVAC/R 061C 3 Units****Troubleshooting Refrigeration and A/C Electricity 5****Lecture:** 54 contact hours

This is a one semester course that includes the second of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

**Associate Degree Applicable****HVAC/R 062C 4 Units****RSES Electricity and Electricity Lab for HVAC/R Technicians****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HVAC/R 060C and HVAC/R 061C

This is a one semester course offered by the Refrigeration Service Engineers Society that includes a hands on lab with emphasis on electrical safety, the fundamentals of electricity, series and parallel circuits, A/C current, magnetism and transformers, relays, contactors, starters, motors and capacitors, compressors, circuit protection devices, and thermostats. Also included are lessons on reading schematics and troubleshooting gas furnaces and split-systems. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

**Associate Degree Applicable****HVAC/R 065C 3 Units****RSES Technical Institute Heat Pump Training Course Volume I****Lecture:** 54 contact hours

This is a one-semester course that includes the first of two heat pump classes offered by the Refrigeration Service Engineers Society and is a comprehensive introduction to heat pump theory, fundamentals, and includes water-source heat pumps. Students will also study heat pump compressors, flow controls and accessories; heat pump electrical systems and components, thermostats; air-to-air heat pump defrost; supplemental electric heat; fossil fuel backup heat and heat pump piping. Additional subjects include heat pump performance criteria; checks; and procedures. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

**Associate Degree Applicable****HVAC/R 066C 3 Units****RSES Technical Institute Heat Pump Training Course Volume II****Lecture:** 54 contact hours

This is a one-semester course that includes the second of two heat pump classes offered by the Refrigeration Service Engineers Society, and is an advanced class for heat pump troubleshooting, and includes water-source heat pumps, and water source heat pumps for special applications. Students will study both standard and high-efficiency air-to-air heat pump electrical and refrigerant-side troubleshooting, (both heating, and cooling). Students will also do heat pump load calculations, indoor air distribution, duct design with emphasis on diagnosing airflow problems. Customer relations will also be addressed. This course is designed to help certify journeymen-level refrigeration technicians, and keep their knowledge current.

**Associate Degree Applicable****HVAC/R 067C 3 Units****RSES Technical Institute Training Manual 3 Volume I****Lecture:** 54 contact hours

This is the first term class of the two-term Training Manual 3 classes offered by the Refrigeration Service Engineers Society and is a comprehensive introduction to heat pump theory, including water-source heat pumps. Students will also study fans and blowers, economizers, computer room environmental controls, air filtration and distribution, cooling towers, and water treatment. Additional subjects include evaporative condensers, heat transfer coils, and closed-circuit water coolers. These courses are designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

**Associate Degree Applicable****HVAC/R 068C 3 Units****RSES Technical Institute Training Manual 3 Volume II****Lecture:** 54 contact hours

This is the second term class of the two-term Training Manual 3 classes offered by the Refrigeration Service Engineers Society and is a comprehensive introduction to heat pump theory, including water-source heat pumps. Students will also study fans and blowers, economizers, computer room environmental controls, air filtration and distribution, cooling towers, and water treatment. Additional subjects include, evaporative condensers, heat transfer coils, and closed-circuit water coolers. These courses are designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.

**Associate Degree Applicable****HVAC/R 098 1-4 Units****Refrigeration Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****HVAC/R 601 Noncredit****HVAC/R Fundamentals****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course covers basic principles of refrigeration, refrigerants, refrigeration components and tools; repair and testing of refrigeration units; and basic brazing and soldering.

## Heating, Ventilation, Air Conditioning and Refrigeration Associate of Science Degree

To graduate with a specialization in Heating, Ventilation, Air Conditioning and Refrigeration, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                    | Title                               | Units |
|-------------------------|-------------------------------------|-------|
| <b>Required Courses</b> |                                     |       |
| HVAC/R 001              | HVAC/R Fundamentals                 | 4     |
| HVAC/R 002              | Domestic Mechanical Refrigeration   | 4     |
| HVAC/R 003              | Commercial Mechanical Refrigeration | 4     |
| HVAC/R 004              | Electrical Fundamentals for HVAC/R  | 4     |

|            |                                 |   |
|------------|---------------------------------|---|
| HVAC/R 005 | Commercial Electric for HVAC/R  | 4 |
| HVAC/R 006 | HVAC/R Air Distribution Systems | 4 |
| HVAC/R 007 | Welding for HVAC/R              | 3 |

Environmental Protection Agency (EPA) Universal Certification (608)

**Students must be eligible for MATH 102 or higher as determined by the SBVC assessment process, if not, select one course below:**

|            |                                     |   |
|------------|-------------------------------------|---|
| MATH 095   | Intermediate Algebra                | 4 |
| MATH 096   | Elementary and Intermediate Algebra | 5 |
| TECALC 087 | Technical Calculations              | 4 |

**Total Units** 27-32

| Code | Title | Units |
|------|-------|-------|
|------|-------|-------|

#### Recommended Course

Students are encouraged to take this course to augment their knowledge of air conditioning and heating:

|          |   |   |
|----------|---|---|
| AUTO 056 | Automotive Heating and Air Conditioning | 4 |
|----------|---|---|

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Select and operate the required test equipment and during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace signal flow diagrams used in signal tracing of complex wiring circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Pass the practice RSES and NATE exam on the theory and procedures of the HVAC/R technology

## Heating, Ventilation, Air Conditioning and Refrigeration Certificate of Achievement

This certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the field of heating, ventilation, air conditioning and refrigeration, installing, maintaining, and repairing such systems.

| Code                    | Title                               | Units |
|-------------------------|-------------------------------------|-------|
| <b>Required Courses</b> |                                     |       |
| HVAC/R 001              | HVAC/R Fundamentals                 | 4     |
| HVAC/R 002              | Domestic Mechanical Refrigeration   | 4     |
| HVAC/R 003              | Commercial Mechanical Refrigeration | 4     |
| HVAC/R 004              | Electrical Fundamentals for HVAC/R  | 4     |

|            |                                 |   |
|------------|---------------------------------|---|
| HVAC/R 005 | Commercial Electric for HVAC/R  | 4 |
| HVAC/R 006 | HVAC/R Air Distribution Systems | 4 |
| HVAC/R 007 | Welding for HVAC/R              | 3 |

Environmental Protection Agency (EPA) Universal Certification (608)

**Students must be eligible for MATH 102 or higher as determined by the SBVC assessment process, if not, choose one course below:**

|            |                                     |   |
|------------|-------------------------------------|---|
| MATH 095   | Intermediate Algebra                | 4 |
| MATH 096   | Elementary and Intermediate Algebra | 5 |
| TECALC 087 | Technical Calculations              | 4 |

**Total Units** 27-32

| Code | Title | Units |
|------|-------|-------|
|------|-------|-------|

#### Recommended Course

Students are encouraged to take this course to augment their knowledge of air conditioning and heating:

|          |   |   |
|----------|---|---|
| AUTO 056 | Automotive Heating and Air Conditioning | 4 |
|----------|---|---|

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Select and operate the required test equipment and during troubleshooting and repair operations, with an emphasis on safety in use and accuracy in results
- Analyze, interpret, and trace signal flow diagrams used in signal tracing of complex wiring circuits
- Effectively communicate with and advise customers and co-workers, both written and orally, regarding the progress of and decisions made concerning test and repair procedures
- Pass the practice RSES and NATE exam on the theory and procedures of the HVAC/R technology

## Refrigeration Service Engineer Society (HVAC) Certificate of Achievement

This certificate is designed to prepare students for advanced level of employment. These training courses are aligned with the North American Technician Excellence (NATE) industry organization. Technicians who successfully complete one or more of these courses may receive credit toward renewing their NATE certification.

| Code                    | Title   | Units |
|-------------------------|---|-------|
| <b>Required Courses</b> |   |       |
| HVAC/R 050C             | Compressors, Condensers and Cooling Towers        | 3     |
| HVAC/R 051C             | Heating Fundamentals                              | 3     |
| HVAC/R 052C             | Heating Transfer & Distribution                   | 3     |
| HVAC/R 055C             | Gas Heating                                       | 3     |
| HVAC/R 056C             | Hot Water Heating                                 | 3     |
| HVAC/R 057C             | Tools, Controls, and Troubleshooting              | 3     |
| HVAC/R 060C             | Troubleshooting Refrigeration and A/C Electricity | 4     |
| HVAC/R 061C             | Troubleshooting Refrigeration and A/C Electricity | 5     |

|                    |  |           |
|--------------------|--|-----------|
| HVAC/R 062C        | RSES Electricity and Electricity Lab for HVAC/R Technicians  | 4         |
| HVAC/R 065C        | RSES Technical Institute Heat Pump Training Course Volume I  | 3         |
| HVAC/R 066C        | RSES Technical Institute Heat Pump Training Course Volume II | 3         |
| HVAC/R 067C        | RSES Technical Institute Training Manual 3 Volume I          | 3         |
| HVAC/R 068C        | RSES Technical Institute Training Manual 3 Volume II         | 3         |
| <b>Total Units</b> |  | <b>40</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Distinguish between electrical systems, components and circuits by successful interpretation of schematics and diagrams
- Compare and categorize operation and components of typical refrigeration, heating and humidifying system
- Distinguish between and demonstrate the ability to correctly use different HVAC/R trade tools and meters
- Demonstrate safe work practices and use required personal protective equipment
- Design, build, troubleshoot and service HVAC/R equipment

# Heavy/Medium Duty Truck Technology

The Heavy/Medium Duty Truck Technology program offers students high technology training and skills that may be utilized for immediate employment after certificate completion. Students will receive training in various subjects including brake and suspension, computer-controlled engines, emphasis in electrical and heavy-duty maintenance. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Kenny Melancon (bmelancon@sbccd.edu), A.S.

- Commercial Driver's License (CDL) Orientation and Training Certificate of Achievement (p. 224)
- Heavy/Medium Duty Clean Vehicle Technology Certificate of Achievement (p. 225)
- Heavy/Medium Duty Truck Engine and Fuel Injection Technology Certificate of Achievement (p. 225)
- Heavy/Medium Duty Truck Engine and Fuel Injection Technology Certificate of Completion (p. 226)
- Heavy/Medium Duty Truck Technology Associate of Science Degree (p. 226)
- Heavy/Medium Duty Truck Technology Certificate of Achievement (p. 225)

### HMDT 021 4 Units

#### Heavy-Duty Truck Engines

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

This course covers theory and practical shop work in the repair, operation, and maintenance of heavy-duty industrial truck engines and fuel injection systems including general troubleshooting and diagnostic testing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable**

### HMDT 022 4 Units

#### Heavy-Duty Truck Brakes

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck brake systems and components including principles of hydraulic and pneumatic brake systems, anti-lock, and computer controlled braking systems used in today's modern heavy-duty trucks and busses.

**Associate Degree Applicable**

### HMDT 023 4 Units

#### Heavy-Duty Truck Suspension and Steering

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

This course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck suspension and steering components including principles of hydraulic and pneumatic steering and suspension systems.

**Associate Degree Applicable**

**HMDT 024 4 Units****Advanced Heavy-Duty Truck Engines****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HMDT 021

This course is an advanced engine rebuilds class that covers theory and practical shop work in the repair, operation, and maintenance of various heavy-duty truck engines. Topics include general troubleshooting and diagnostic testing of engine components and systems found in most engines from a variety of engine manufacturers. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**Associate Degree Applicable****HMDT 026 4 Units****Computer Controlled Truck Engines****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HMDT 064 or AUTO 064

This course covers theory and practical shop work in the repair, operation, and maintenance of computer controlled truck engines. Topics include general troubleshooting and diagnostics using assorted electronic and computerized test equipment on operable computer controlled diesel engines.

**Associate Degree Applicable****HMDT 028 4 Units****Heavy-Duty Truck Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HMDT 064 or AUTO 064

This course covers theory and practical shop work in maintenance, air conditioning, Antilock Brake System (ABS), computers, and operations of the heavy-duty truck and bus systems. Course is designed to provide students the needed skills and knowledge to perform advanced level labor tasks in the heavy-duty truck and bus service industry.

**Associate Degree Applicable****HMDT 034 4 Units****Diesel Alternative Fuels****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course provides theory and hands-on experience in the operation, service, inspection, and maintenance of compressed natural gas (CNG) vehicle systems. This course prepares students for the ASE Alternate Fuels Test (F-1).

**Associate Degree Applicable****HMDT 035 2 Units****Heavy-Duty Vehicle Automatic Transmissions****Lecture:** 27 contact hours**Lab:** 27 contact hours

This course provides theory and hands-on experience with heavy- and medium-duty automatic transmission operation, construction, service and overhaul procedures.

**Associate Degree Applicable****HMDT 040 3 Units****Commercial Driver's License (CDL) DMV Exam Preparation****Lecture:** 54 contact hours**Corequisite:** HMDT 041

This class trains student on the fundamentals of driving a Class 8 trucks. Successful completion of this course prepares students to take the written portion of the Commercial Driver's License Class A or B Department of Motor Vehicles (DMV) exam. Topics include diversity and inclusion in trucking, required training on basic vehicle instruments and controls, basic operation of a vehicle, vehicle inspection, hours of service, handling cargo, fatigue awareness, vehicle maintenance and violations, and trip planning.

**Associate Degree Applicable****HMDT 041 1 Unit****Commercial Driver's License (CDL) Training Lab****Lab:** 54 contact hours**Prerequisite/Corequisite:** HMDT 040

This class prepares students to take the DMV exam. Using a truck simulator, students receive training in truck and trailer backing, parking, docking, and road training needed to drive a Class 8 truck.

**Associate Degree Applicable****HMDT 042 2 Units****Zero Emission Heavy Duty Truck****Lecture:** 18 contact hours**Lab:** 54 contact hours

The Zero Emission Heavy-Duty Truck course is to provide students with training in servicing and maintaining battery-electric and hydrogen-fueled vehicles.

**Associate Degree Applicable****HMDT 064 4 Units****Auto/Truck Electrical Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours

This course covers basic electrical theory, use of meters, test equipment, wiring diagrams, diagnosis and repair/replacement of major electrical components of automobiles and trucks. Emphasis is placed on diagnosis of starting systems, charging systems, and electrical circuits such as lights and batteries. (This course is also offered as AUTO 064)

**Associate Degree Applicable****HMDT 098 1-4 Units****Heavy/Medium Duty Truck Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****HMDT 621 Noncredit****Heavy-Duty Truck Engines****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course covers theory and practical shop work in the repair, operation, and maintenance of heavy-duty industrial truck engines and fuel injection systems including general troubleshooting and diagnostic testing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**HMDT 622 Noncredit****Heavy-Duty Truck Brakes****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck brake systems and components including principles of hydraulic and pneumatic brake systems, anti-lock, and computer controlled braking systems used in today's modern heavy-duty diesel trucks and busses.

**HMDT 623 Noncredit****Heavy-Duty Truck Suspension and Steering****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course covers theory and practical shop work in the construction, operation, and repair of heavy-duty truck suspension and steering components including principles of hydraulic and pneumatic steering and suspension systems.

**HMDT 624 Noncredit****Advanced Heavy-Duty Truck Engines****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HMDT 621

This noncredit course is an advanced engine rebuilds class that covers theory and practical shop work in the repair, operation, and maintenance of various heavy-duty truck engines. Topics include general troubleshooting and diagnostic testing of engine components and systems found in most engines from a variety of engine manufacturers. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test.

**HMDT 626 Noncredit****Computer Controlled Truck Engines****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HMDT 664

This noncredit course covers theory and practical shop work in the repair, operation, and maintenance of computer controlled truck engines. Topics include general troubleshooting and diagnostics using assorted electronic and computerized test equipment on operable computer controlled diesel engines.

**HMDT 628 Noncredit****Heavy-Duty Truck Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** HMDT 664

This noncredit course covers theory and practical shop work in maintenance, air conditioning, Antilock Brake System (ABS), computers, and operations of the heavy-duty truck and bus systems. Course is designed to provide students the needed skills and knowledge to perform advanced level labor tasks in the heavy-duty truck and bus service industry.

**HMDT 634 Noncredit****Heavy/Medium Duty Truck Alternative Fuels****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course provides theory and hands-on experience in the operation, service, inspection, and maintenance of compressed natural gas (CNG) vehicle systems. This course prepares students for the ASE Alternate Fuels Test (F-1).

**HMDT 635 Noncredit****Heavy-Duty Vehicle Automatic Transmissions****Lecture:** 27 contact hours**Lab:** 27 contact hours

This noncredit course provides theory and hands-on experience with heavy - and medium - duty automatic transmission operation, construction, service and overhaul procedures.

**HMDT 664 Noncredit****Auto/Truck Electrical Systems****Lecture:** 54 contact hours**Lab:** 54 contact hours

This noncredit course covers basic electrical theory, use of meters, test equipment, wiring diagrams, diagnosis and repair/replacement of major electrical components of automobiles and trucks. Emphasis is placed on diagnosis of starting systems, charging systems, and electrical circuits such as lights and batteries.

## Commercial Driver's License (CDL) Orientation and Training Certificate of Achievement

This certificate is designed to provide students with the fundamentals and responsibilities involved with a Class A license, as it applies to the industry. It prepares students for what is expected with the everyday maintenance, field service, and networking within the industry and covers intrastate and interstate requirements of truck driving. Students will be prepared to take the DMV written test and practice driving a Class A truck with the use of truck simulators.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| HMDT 026                | Computer Controlled Truck Engines                      | 4         |
| HMDT 028                | Heavy-Duty Truck Systems                               | 4         |
| HMDT 035                | Heavy-Duty Vehicle Automatic Transmissions             | 2         |
| HMDT 040                | Commercial Driver's License (CDL) DMV Exam Preparation | 3         |
| HMDT 041                | Commercial Driver's License (CDL) Training Lab         | 1         |
| <b>Total Units</b>      |  | <b>14</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Complete maintenance service logs and service documents
- Read maps
- Explain the details that go into planning a trip
- Prepare a drivers inspection report detecting preventive maintenance problems
- Apply hooking and unhooking trailers practices
- Perform all necessary adjustments, demonstrate sequential steps taken in inspection and maintenance heavy-duty truck brake systems, fuel systems, transmission maintenance and inspection and log material in a manner consistent with industry standards
- Recognize the types of fuel and the fuel system and tune-up problems using various electronic test equipment



- Perform routine servicing of heavy-duty vehicles by evaluating equipment conditions and successfully and safely removing and replacing tires and other equipment in a manner consistent with industry practices and safety standards

- Troubleshoot a truck electrical system failure, diagnose the cause and correctly repair that failure in accordance with accepted industry standards

## Heavy/Medium Duty Truck Technology Certificate of Achievement

This certificate is designed to prepare students for entry-level positions for the repair and maintenance of heavy and medium duty engines in trucks, locomotives, heavy vehicles, and mobile heavy-duty equipment.

| Code                    | Title                                    | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| HMDT 021                | Heavy-Duty Truck Engines                 | 4         |
| HMDT 022                | Heavy-Duty Truck Brakes                  | 4         |
| HMDT 023                | Heavy-Duty Truck Suspension and Steering | 4         |
| HMDT 024                | Advanced Heavy-Duty Truck Engines        | 4         |
| HMDT 026                | Computer Controlled Truck Engines        | 4         |
| HMDT 028                | Heavy-Duty Truck Systems                 | 4         |
| HMDT 064                | Auto/Truck Electrical Systems            | 4         |
| or AUTO 064             | Auto/Truck Electrical Systems            |           |
| <b>Total Units</b>      |  | <b>28</b> |

| Code                      | Title                                   | Units |
|---------------------------|---|-------|
| <b>Recommended Course</b> |   |       |
| HMDT 098                  | Heavy/Medium Duty Truck Work Experience | 1-4   |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose and repair malfunctions in electrical systems and components
- Disassemble, inspect and repair parts, which are reusable in a manner consistent with accepted trade practices and assemble a diesel engine in accordance with manufacturer instructions and specifications
- Perform all necessary adjustments, demonstrate sequential steps taken in diagnosing heavy-duty truck brake systems and remove and replace components in a manner consistent with industry standards
- Diagnose heavy-duty truck suspension and steering systems and remove and replace components in a manner consistent with industry standards
- Diagnose the fuel system and tune-up problems using various electronic test equipment. Remove and replace components in a manner consistent with industry standards
- Perform routine servicing of heavy-duty vehicles by evaluating equipment conditions and successfully and safely removing and replacing tires and other equipment in a manner consistent with industry practices and safety standards

## Heavy/Medium Duty Clean Vehicle Technology Certificate of Achievement

This certificate is designed to provide students with the fundamentals of alternative fuel and electric vehicle technology as it applies to industrial. The curriculum prepares students for entry-level positions in Heavy-Duty Truck and electrical maintenance, field service, and networking, in the field of Hybrid/ Alternative fuel to include electrical power technology.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| AUTO 010                | Introduction to Hybrid and Electric Vehicle Technology | 4         |
| ELECTR 110              | Direct Current Circuit Analysis                        | 3         |
| ELECTR 111              | Direct Current Circuit Laboratory                      | 1         |
| ELECTR 115              | Alternating Current Circuit Analysis                   | 3         |
| ELECTR 116              | Alternating Current Circuit Laboratory                 | 1         |
| TECALC 087              | Technical Calculations                                 | 4         |
| HMDT 042                | Zero Emission Heavy Duty Truck                         | 2         |
| HMDT 034                | Diesel Alternative Fuels                               | 4         |
| <b>Total Units</b>      |  | <b>22</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose and repair malfunctions in electrical systems and components of alternative fuel systems
- Disassemble, inspect and repair parts, which are reusable in a manner consistent with accepted trade practices
- Assemble a diesel engine and/or a Direct Current (DC) or Alternating Current (AC) electric motor in accordance with manufacturer instructions and specifications
- Perform routine servicing of heavy-duty vehicles by evaluating equipment conditions successfully in a manner consistent with industry practices and safety standards
- Troubleshoot an electrical system failure, diagnose the cause and correctly repair that failure in accordance with accepted industry standards

## Heavy/Medium Duty Truck Engine and Fuel Injection Technology Certificate of Achievement

The Heavy/Medium Duty Truck Engine and Fuel Injection Technology certificate offers students high technology training and skills that may be utilized for immediate employment after certification completion. Students will receive training in various subjects including repair, operation

and maintenance of heavy-duty industrial diesel engines and computer controlled diesel engines. The certificate will also cover basic electrical theory, use of meters, test equipment, and wiring diagrams. The certificate also covers general troubleshooting and diagnostic testing. The certificate may also be used in preparation for the Automotive Service Excellence (ASE) National Test.

| Code                    | Title                             | Units     |
|-------------------------|-----------------------------------|-----------|
| <b>Required Courses</b> |                                   |           |
| HMDT 021                | Heavy-Duty Truck Engines          | 4         |
| HMDT 024                | Advanced Heavy-Duty Truck Engines | 4         |
| HMDT 028                | Heavy-Duty Truck Systems          | 4         |
| HMDT 034                | Diesel Alternative Fuels          | 4         |
| HMDT 064                | Auto/Truck Electrical Systems     | 4         |
| <b>Total Units</b>      |                                   | <b>20</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose, repair, operation and maintenance of heavy-duty industrial diesel engines and computer controlled diesel engines and alternative fuel (CNG)
- Cover basic electrical theory, use of meters, test equipment, and wiring diagrams
- Take the the Automotive Service Excellence (ASE) National Test
- Perform routine servicing of heavy-duty vehicle engines by evaluating equipment conditions and successfully in a manner consistent with industry practices and safety standards

# Heavy/Medium Duty Truck Engine and Fuel Injection Technology Certificate of Completion

The Heavy/Medium Duty Truck Engine and Fuel Injection Technology noncredit certificate offers students high technology training and skills that may be utilized for immediate employment after certification completion. Students will receive training in various subjects including repair, operation and maintenance of heavy-duty industrial diesel engines and computer controlled diesel engines. The certificate will also cover basic electrical theory, use of meters, test equipment, and wiring diagrams. The certificate also covers general troubleshooting and diagnostic testing. The certificate may also be used in preparation for the Automotive Service Excellence (ASE) National Test.

| Code                    | Title                                     | Units          |
|-------------------------|---|----------------|
| <b>Required Courses</b> |   |                |
| HMDT 621                | Heavy-Duty Truck Engines                  | 0              |
| HMDT 624                | Advanced Heavy-Duty Truck Engines         | 0              |
| HMDT 628                | Heavy-Duty Truck Systems                  | 0              |
| HMDT 634                | Heavy/Medium Duty Truck Alternative Fuels | 0              |
| HMDT 664                | Auto/Truck Electrical Systems             | 0              |
| <b>Total Hours</b>      |   | <b>480-540</b> |

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose, repair, operation and maintenance of heavy-duty industrial diesel engines and computer controlled diesel engines and alternative fuel (CNG)
- Have the understanding and knowledge to cover basic electrical theory, use of meters, test equipment, and wiring diagrams
- Prepare to take the the Automotive Service Excellence (ASE) National Test
- Perform routine servicing of heavy-duty vehicle engines by evaluating equipment conditions and successfully in a manner consistent with industry practices and safety standards

# Heavy/Medium Duty Truck Technology Associate of Science Degree

The Heavy/Medium Duty Truck Technology degree prepares the students to seek employment in maintenance and repair of heavy/medium duty trucks at beginning level and can move to advanced level after some experience.

| Code                    | Title                                    | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| CIT 101                 | Introduction to Computer Literacy        | 3         |
| HMDT 021                | Heavy-Duty Truck Engines                 | 4         |
| HMDT 022                | Heavy-Duty Truck Brakes                  | 4         |
| HMDT 023                | Heavy-Duty Truck Suspension and Steering | 4         |
| HMDT 024                | Advanced Heavy-Duty Truck Engines        | 4         |
| HMDT 026                | Computer Controlled Truck Engines        | 4         |
| HMDT 028                | Heavy-Duty Truck Systems                 | 4         |
| HMDT 064                | Auto/Truck Electrical Systems            | 4         |
| or AUTO 064             | Auto/Truck Electrical Systems            |           |
| <b>Total Units</b>      |  | <b>31</b> |

| Code                       | Title                                   | Units |
|----------------------------|---|-------|
| <b>Recommended Courses</b> |   |       |
| HMDT 098                   | Heavy/Medium Duty Truck Work Experience | 1-4   |
| WELD 010                   | Introduction to Welding                 | 2     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Diagnose and repair malfunctions in electrical systems and components

- Disassemble, inspect and repair parts, which are reusable in a manner consistent with accepted trade practices and assemble a diesel engine in accordance with manufacturer instructions and specifications
- Perform all necessary adjustments, demonstrate sequential steps taken in diagnosing heavy-duty truck brake systems and remove and replace components in a manner consistent with industry standards
- Diagnose heavy-duty truck suspension and steering systems and remove and replace components in a manner consistent with industry standards
- Diagnose the fuel system and tune-up problems using various electronic test equipment's and remove and replace components in a manner consistent with industry standards
- Perform routine servicing of heavy-duty vehicles by evaluating tire and other equipment conditions and successfully and safely removing and replacing tires and other equipment in a manner consistent with industry practices and safety standards
- Troubleshoot a truck electrical system failure, diagnose the cause and correctly repair that failure in accordance with accepted industry standards
- Be prepared to transfer a core curriculum to an accredited, four-year college or university with junior class standing

## History

Courses in the History Department explore the past in a variety of ways. Through a critical evaluation of the causes and significance of events in the past, students of history learn about the individuals, ideas, actions, and events that have shaped our present. History teaches students to think critically and to communicate their ideas in a more sophisticated fashion. It promotes an understanding of cultures and societies from the past while it helps students consider their own identities in the world of today. While the study of history is valuable in its own right, it also serves as a useful preparation for careers in law, public service, journalism, business, medicine, and education.

Students planning to transfer to a four-year institution and major in history should consult with a counselor regarding the transfer process and lower division requirements. History department courses may meet both Social Science and Humanities general education requirements at UC, CSU, and private colleges and universities.

### Courses for CSU General Education Requirement: U.S. History and American Ideals

Students transferring to CSU institutions will need to meet the United States History and American Ideals requirement. While this is not part of CSU-GE Certification, students can be complete this requirement prior to transfer by completing one of the courses below. Contact a counselor for additional information.

| Code         | Title   | Units |
|--------------|---|-------|
| HIST 100     | United States History to 1877                             | 3     |
| or HIST 100H | United States History to 1877 - Honors                    |       |
| HIST 101     | United States History: 1865 to Present                    | 3     |
| or HIST 101H | United States History: 1865 to Present - Honors           |       |
| HIST 137     | Experiences of Racial and Ethnic Groups in U.S. History   | 3     |
| HIST 139     | The African American Experience in U.S. History From 1877 | 3     |
| HIST 140     | Chicano Experiences in U.S. History                       | 3     |

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Edward Gomez (egomez@sbccd.edu), M.A.

- 
- History Associate of Arts Transfer Degree (p. 230)

#### HIST 100 3 Units United States History to 1877

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course provides a general survey of United States history with an emphasis on political, economic, social, and cultural developments from the pre-Colonial period through the Civil War and Reconstruction period.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** HIST 130

**HIST 100H 3 Units****United States History to 1877 - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course provides a general survey of United States history, including the use of selected primary texts, with an emphasis on political, economic, social, and cultural developments from the pre-Colonial period through the Civil War and Reconstruction period. This course is intended for students in the Honors Program but is open to all students who desire more challenging work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** HIST 130**HIST 101 3 Units****United States History: 1865 to Present****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course covers a general survey of United States history with an emphasis on social, political, cultural and economic developments from the Reconstruction period to present times.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** HIST 140**HIST 101H 3 Units****United States History: 1865 to Present - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course covers a general survey of United States history, including the use of selected primary texts, with an emphasis on social, political, cultural and economic developments from the Reconstruction period to present times. This course is intended for students in the Honors Program but is open to all students who desire more challenging work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** HIST 140**HIST 107 3 Units****Native American Experiences in U.S. History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonialism, removal, assimilation, termination, and self-determination. (This course is also offered at ETHS 107)

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 107H 3 Units****Native American Experiences in U.S. History - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a history of Native Americans in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Native American perspective, emphasizing colonialism, removal, assimilation, termination, and self-determination. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as ETHS 107H)

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 137 3 Units****Experiences of Racial and Ethnic Groups in U.S. History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to United States history focusing on the experiences of racial and ethnic groups that spans from the early colonial period to present times. This course presents a comparative approach to understanding various racial and ethnic groups and their experiences through major social, political, economic, and cultural events in United States history. (This course is also offered as ETHS 137)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SJS 110**HIST 138 3 Units****The African American Experience in U.S. History to 1877****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

As a general survey of the African-American experience in United States history to 1877, this course will analyze and detail the creation and development of African-American culture. This course examines key historical events and movements, such as the Atlantic slave trade, colonial and antebellum slavery, slave resistance, and the socio-economic conditions of free Blacks in the United States. (This course is also offered as ETHS 138)

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 139 3 Units****The African American Experience in U.S. History From 1877****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course will emphasize the various social, political, and economic forces that have shaped the African American experience from Reconstruction to the current time period. Topics include the post Reconstruction South, the Great Migration, the Harlem Renaissance, the Civil Rights Movement, the conservative backlash, and the trials and triumphs of the 21st century. (This course is also offered as ETHS 139)

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 140 3 Units****Chicano Experiences in U.S. History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation, and resistance. (This course is also offered as ETHS 140)

**Associate Degree Applicable****Transfers to both UC/CSU**

**HIST 140H 3 Units****Chicano Experiences in U.S. History - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a history of Chicanos in the region of the current day United States from the time preceding European colonialism to the present. The course content will be presented from a Chicano perspective, emphasizing colonialism, assimilation, discrimination, patterns of racist policies, cultural affirmation, and resistance. This course is intended for students working in the Honors Program, but is open to all students who desire more challenging work. (This course is also offered as ETHS 140H)

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 142 3 Units****Experiences of Asian Americans in U.S. History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course provides a survey of United States history from the Asian American perspective, with an emphasis on the 1840s to the 21st century. The course content will be presented from an Asian American perspective, emphasizing the various waves of Asian migration, labor exploitation, anti-immigrant movements, racist governmental policies, and the Model Minority status. (This course is also offered as ETHS 142)(Formerly HIST 141)

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 145 3 Units****History of California****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course surveys the rich heritage of California from its earliest inhabitants and Spanish/Mexican settlements to the present. An emphasis will be placed on the impact of the ethnic and cultural diversity of California along with the importance of geography and immigration. Other topics will include political, economic, and social development of the region from the early 19th century to the present.

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 145H 3 Units****History of California - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course surveys the rich heritage of California from its earliest inhabitants and Spanish/Mexican settlements to the present. An emphasis will be placed on the impact of the ethnic and cultural diversity of California along with the importance of geography and immigration. Other topics will include political, economic, and social development of the region from the early 19th century to the present. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work.

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 150 3 Units****Introduction to Latin American History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course studies the historical heritage of Latin America from its Indian, European and African origins to present. Course material is presented in chronological order with themes ranging from social, political, and cultural developments, to poverty, international conflicts, and race relations.

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 170 3 Units****World History to 1500****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course covers the development of human societies from their origins to 1500. Particular emphasis placed on a comparative approach between the world's major civilizations, including an examination of social structure and daily life, evolution of complex political systems, cultural values and economic developments.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** HIST 150**HIST 171 3 Units****World History Since 1500****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a survey of world history from 1500 to present. There is a comparative approach to the study of specific themes including political, social, and economic change, as well as religious and cultural development.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** HIST 160**HIST 176 3 Units****Comparative History of Genocide and War Crimes****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course teaches the comparative history of genocide and war crimes during the 20th and 21st centuries. Students will study the phenomenon in a cross-cultural framework and will learn about the various socio-cultural and political organizations that have combatted genocide and rendered it a criminal act under international law.

**Associate Degree Applicable****Transfers to both UC/CSU****HIST 185 3 Units****Women in United States History****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course provides a general survey of the role of women in United States history, with an emphasis on relevant political, economic, and social factors. There will be an emphasis on how women challenged traditional roles and expectations, as well as their vast contributions to war efforts, reform movements, and the fight for social justice.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SJS 120

# History Associate of Arts Transfer Degree

Historians critically evaluate the causes and significance of events in the past to better understand the individuals, ideas, actions, and events that have shaped our present. The work of historians promotes a better understanding of cultures and societies from the past. While the study of history is valuable in its own right, it also serves as a useful preparation for careers in law, archival work, public service, education, journalism, and business.

This history degree includes foundational coursework in United States History and World History, with additional coursework in specialized history courses and/or introductory social science courses. Students will be prepared to successfully complete upper division coursework in history, and related disciplines, having completed this history degree. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

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 this History AA-T degree, students must:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in History should consult with a counselor regarding the transfer process and lower division requirements.

| Code  | Title   | Units |
|---|---|-------|
| <b>Required Courses (6 units)</b>                                 |   |       |
| HIST 100  | United States History to 1877                           | 3     |
| or HIST 100H  | United States History to 1877 - Honors                  |       |
| HIST 101  | United States History: 1865 to Present                  | 3     |
| or HIST 101H  | United States History: 1865 to Present - Honors         |       |
| <b>List A: Select Two Courses (6 units)</b>                       |   |       |
| HIST 170  | World History to 1500                                   | 3     |
| HIST 171  | World History Since 1500                                | 3     |
| <b>List B: Select one course from Area 1 and Area 2 (6 units)</b> |   |       |
| Area 1: (3 units)   |   |       |
| HIST 107  | Native American Experiences in U.S. History             | 3     |
| or HIST 107H  | Native American Experiences in U.S. History - Honors    |       |
| or ETHS 107   | Native American Experiences in U.S. History             |       |
| or ETHS 107H  | Native American Experiences in U.S. History - Honors    |       |
| HIST 137  | Experiences of Racial and Ethnic Groups in U.S. History | 3     |

|                   |   |   |
|-------------------|---|---|
| or ETHS 137       | Experiences of Racial and Ethnic Groups in U.S. History   |   |
| HIST 138          | The African American Experience in U.S. History to 1877   | 3 |
| or ETHS 138       | The African American Experience in U.S. History to 1877   |   |
| HIST 139          | The African American Experience in U.S. History From 1877 | 3 |
| or ETHS 139       | The African American Experience in U.S. History From 1877 |   |
| HIST 140          | Chicano Experiences in U.S. History                       | 3 |
| or HIST 140H      | Chicano Experiences in U.S. History - Honors              |   |
| or ETHS 140       | Chicano Experiences in U.S. History                       |   |
| or ETHS 140H      | Chicano Experiences in U.S. History - Honors              |   |
| HIST 142          | Experiences of Asian Americans in U.S. History            | 3 |
| or ETHS 142       | Experiences of Asian Americans in U.S. History            |   |
| HIST 150          | Introduction to Latin American History                    | 3 |
| HIST 185          | Women in United States History                            | 3 |
| Area 2: (3 units) |   |   |
| ANTHRO 102        | Cultural Anthropology                                     | 3 |
| or ANTHRO 102H    | Cultural Anthropology - Honors                            |   |
| GEOG 102          | Cultural Geography  | 3 |
| HIST 145          | History of California                                     | 3 |
| or HIST 145H      | History of California - Honors                            |   |
| HIST 176          | Comparative History of Genocide and War Crimes            | 3 |
| SOC 100           | Introduction to Sociology                                 | 3 |
| or SOC 100H       | Introduction to Sociology - Honors                        |   |
| SOC 110           | Social Problems   | 3 |
| or SOC 110H       | Social Problems - Honors                                  |   |
| SOC 141           | Race and Ethnic Relations                                 | 3 |
| or SOC 141H       | Race and Ethnic Relations - Honors                        |   |
| or ETHS 141       | Race and Ethnic Relations                                 |   |
| or ETHS 141H      | Race and Ethnic Relations - Honors                        |   |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18</b>    |
| <b>Total Units That May Be Double Counted</b>    |       | <b>12-15</b> |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>15-20</b> |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify and explain the historical significance of key events or movements
- Critically evaluate and interpret key themes in social, cultural, political, and/or economic movements
- Applying primary and secondary sources in research
- Analyze competing historical interpretations

## Hospitality

The Hospitality curriculum prepares students for careers in the Hospitality industry, including culinary arts, food services, and other hospitality career fields. Hospitality is the second largest employing industry in the state of California and the United States. Students planning to transfer to a four-year institution and major in Hospitality should consult with a counselor regarding the transfer process and lower division requirements. Please see Culinary Arts (p. 164) for more courses in this major.

### Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Stacy Meyer (smeyer@sbccd.edu), M.A.

- Hospitality Associate of Arts Degree (p. 232)
- Hospitality Certificate of Achievement (p. 231)
- Hospitality Management Associate of Science Transfer Degree (p. 232)

### HOSP 100 3 Units

#### Introduction to Hospitality and Customer Service

**Lecture:** 54 contact hours

This course is an overview of the structure and financial performances of the food service and hospitality industry. It focuses on orientation to customer service, cultural/economic trends, and career opportunities in food service, tourism and hospitality. (Formerly CULART 101)

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** HOSP 100

### HOSP 120 3 Units

#### Hospitality Cost Control

**Lecture:** 54 contact hours

**Advisory:** ACCT 200

This course delves into the management side of the hospitality industry and how to control the various costs involved in the industry such as labor, food, logistics, overhead, and how to keep the cost of doing business within the industry reasonable. (Formerly CULART 275)

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** HOSP 120

### HOSP 130 3 Units

#### Hospitality Food and Beverage Management Management

**Lecture:** 54 contact hours

This course will immerse the student in food and beverage management. Techniques and procedures of management are explored and developed as they relate to commercial and institutional food and beverage facilities such as hotels, casinos, schools, and prisons. (Formerly CULART 280)

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** HOSP 130

### HOSP 160 3 Units

#### Culinary Production and Kitchen Operations

**Lecture:** 18 contact hours

**Lab:** 108 contact hours

This course will expose the student to a variety of production methods within the hospitality industry, with an emphasis on kitchen production, soups, sauces, stocks, equipment in a commercial kitchen, menu development, and cooking techniques used in a commercial kitchen. (Formerly CULART 160)

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** HOSP160/NUTR120

## Hospitality Certificate of Achievement

The Hospitality Certificate is designed for students interested in employment at commercial restaurants, institutions, health care facilities, school food services, and related food service industries at the middle management level.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| CULART 225              | Sanitation and Safety                               | 3         |
| CULART 010              | Restaurant Service and Catering I                   | 6         |
| CULART 011              | Restaurant Service and Catering II                  | 6         |
| CULART 012              | Food Truck Restaurant and Catering Services         | 6         |
| CULART 080              | Small Business and Catering Management              | 6         |
| CULART 161              | Quantity Food Preparation                           | 3         |
| CULART 201              | Management of Human Resources in Hospitality        | 3         |
| CULART 240              | Procurement, Purchasing and Selection               | 3         |
| CULART 250              | Food, Wine and Beverage Service Concepts            | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service    | 3         |
| HOSP 130                | Hospitality Food and Beverage Management Management | 3         |
| HOSP 160                | Culinary Production and Kitchen Operations          | 3         |
| <b>Total Units</b>      |   | <b>48</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Demonstrate to the instructor during the final exam how to use a knife and the basic knife cuts
- Demonstrate how to calculate food costs as it applies to menus by pricing a menu as part of the final in this course
- Demonstrate that they understand optimal quantity, price and standard specifications of ordering by completing a class project that showcases each component of purchasing
- Demonstrate to the instructor by recalling the top five problems that the restaurant industry encounters on a final exam
- Recall on a written exam how to derive the 'Break-even Point' of a restaurant

- Define and recall on a written exam the purchasing function
- Recall the seven areas of a HACCP plan

## Hospitality Associate of Arts Degree

To graduate with a specialization in Hospitality, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| CULART 010              | Restaurant Service and Catering I                         | 6         |
| CULART 011              | Restaurant Service and Catering II                        | 6         |
|                         | or CULART 012 Food Truck Restaurant and Catering Services |           |
| CULART 080              | Small Business and Catering Management                    | 6         |
| CULART 161              | Quantity Food Preparation                                 | 3         |
| CULART 201              | Management of Human Resources in Hospitality              | 3         |
| CULART 225              | Sanitation and Safety                                     | 3         |
| CULART 240              | Procurement, Purchasing and Selection                     | 3         |
| CULART 250              | Food, Wine and Beverage Service Concepts                  | 3         |
| HOSP 100                | Introduction to Hospitality and Customer Service          | 3         |
| HOSP 120                | Hospitality Cost Control                                  | 3         |
| HOSP 130                | Hospitality Food and Beverage Management Management       | 3         |
| HOSP 160                | Culinary Production and Kitchen Operations                | 3         |
| <b>Total Units</b>      |   | <b>45</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate how to use a knife and the basic knife cuts
- Calculate food costs as it applies to menus by pricing a menu as part of the final in this course
- Explain optimal quantity, and the price and standard specifications of ordering
- Recall the top five problems that the restaurant industry encounters
- Recall how to derive the "Break-even Point" of a restaurant
- Define and recall the purchasing function
- Recall the seven areas of a HACCP plan
- Be prepared to transfer a core curriculum to an accredited, four-year college or university with junior class standing in Culinary Arts or a related major

## Hospitality Management Associate of Science Transfer Degree

Hospitality is the study of servicing and satisfying guests within hotels, restaurants, private clubs, managed food service, event planning, tourism related businesses, and travel providers. The students will be trained in principles of supervision, marketing, purchasing, cost control, customer service, basic food service and catering, business and accounting in relationship to the hospitality and tourism industry. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

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. To earn this Hospitality Management AS-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Hospitality Management should consult with a counselor regarding the transfer process and lower division requirements.

| Code  | Title  | Units        |
|---|--|--------------|
| <b>Required Courses</b>   |  |              |
| HOSP 100  | Introduction to Hospitality and Customer Service       | 3            |
| <b>List A: Select three courses (9 units)</b>   |  |              |
| ECON 201  | Principles of Microeconomics                           | 3            |
|   | or ECON 201H Principles of Microeconomics - Honors     |              |
| CULART 225  | Sanitation and Safety                                  | 3            |
| HOSP 120  | Hospitality Cost Control                               | 3            |
| HOSP 130  | Hospitality Food and Beverage Management Management    | 3            |
| HOSP 160  | Culinary Production and Kitchen Operations             | 3            |
| <b>List B: Select two courses or any courses from List A not already used (6-7 units)</b> |  |              |
| ACCT 200  | Financial Accounting                                   | 4            |
| BUSAD 210   | Business Law   | 3            |
| CULART 161  | Quantity Food Preparation                              | 3            |
| CULART 240  | Procurement, Purchasing and Selection                  | 3            |
| ECON 208  | Business and Economic Statistics                       | 4            |
|   | or MATH 108 Introduction to Probability and Statistics |              |
|   | or PSYCH 105 Statistics for the Behavioral Sciences    |              |
| <b>Code</b>   | <b>Title</b>   | <b>Units</b> |
| <b>Major Total</b>  |  | <b>18-20</b> |
| <b>Total Units That May Be Double Counted</b>   |  | <b>6</b>     |



|   |           |
|---|-----------|
| General Education (CSU-GE or IGETC) Units | 37-39     |
| Elective (CSU Transferable) Units         | 7-11      |
| <b>Total Units</b>                        | <b>60</b> |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Manage your own restaurant or manage a hospitality establishment for someone
- Identify local governance laws, rules and procedures regarding hospitality establishments
- Describe the relationship of human/social need for hospitality services
- Apply concepts learned in class to create a marketing concept for any hospitality establishment
- Create a HACCP plan for any food service establishment

## Human Services

The department of Human Services offers several options for students wanting to enter the helping professions. The department is considered interdisciplinary, offering CTE certificates only for those who are entering the workforce in specific entry level positions, a Human Services AA degree for those who are preparing to transfer for careers requiring a BA or Masters level degree, or a combination of both a certificate and degree.

The Alcohol and Drug Certificate is accredited by California Alcohol and Drug Educators, CAADE, an organization that accredits college program curriculum to align with state standards. This certificate is also recognized by the Department of Health Care Services, DHCS, as the first of 3 steps in acquiring state certification.

The 3 steps for Alcohol and Drug Certification in the state of California as outlined in title 9 of the counselor regulations by the DHCS are as follows:

1. Complete a certification program and receive certificate, this includes registering with one of the state approved certification bodies, CAADE, CCAPP, or CADTP
2. Complete the state exam given by the certification body
3. Complete 2500-3000 hours of supervised, (by clinical counselor with an AOD certification, in a DHCS licensed facility

Upon enrolling in the certificate program, the department suggests meeting with the faculty chair or professional expert in the department of Human Services to understand the process of state certification and the jobs open for alcohol and drug counselors at every level of certification and / or degree.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Melinda Money maker (mmoneyma@sbccd.edu), B.A.

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- Addiction Studies Certificate of Achievement (p. 237)
  - Career Specialist Certificate of Achievement (p. 237)
  - Case Management in the Public Sector Certificate of Achievement (p. 238)
  - Human Services Associate of Arts Degree (p. 238)
  - Human Services Certificate of Achievement (p. 239)

### HUMSV 130 3 Units

#### Introduction to Addiction Studies

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H as determined by the SBVC assessment process and READ 100.

This course provides an exploration of the psychological, sociological, and physical causes and effects of substance use disorder. Also included, are overviews of the biopsychosocial nature of addiction; the impact of addiction on children, families and society; contemporary treatment and prevention approaches; and the addiction counseling profession. (FORMERLY HUMSV 181)

**Associate Degree Applicable**

**Transfers to CSU only**

**HUMSV 131 3 Units****Co-Occur Disorders****Lecture:** 54 contact hours**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course reviews the major concepts, definitions, and features of co-occurring mental health disorders associated with addiction. Skills in recognizing co-occurring disorders, referral and case management of clients, and appropriate scope of practice are emphasized. Common types of mental health issues associated with addiction, including mood, anxiety, and adjustment disorders, post-traumatic stress disorder, and unresolved issues of childhood abuse, are covered as well as an overview of appropriate treatment and management approaches. (Formerly HUMSV 281B)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 132 3 Units****Diverse Populations****Lecture:** 54 contact hours**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course explores the cultural impact of race, nationality, gender, sexual orientation, age, socio-economic status, and religion on substance use and access to treatment. The course will provide exposure to the fundamentals of cross-cultural counseling of individuals and families with substance use disorders, and common cultural barriers to traditional dependency counseling are examined.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 133 3 Units****Pharmacology****Lecture:** 54 contact hours**Advisory:** HUMSV 130

The biological impact of alcoholism and other drug dependencies, with an emphasis on the treatment and recovery processes, and the role of medical professionals as members of the recovery team are reviewed in this course. (Formerly HUMSV 188)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 134 3 Units****Family Dynamics of Addiction****Lecture:** 54 contact hours**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course offers an overview of family dynamics associated with alcoholism and drug addiction; the impact of the diseases on family members; family oriented approaches to recovery; and the reintegration of the family into the community. (Formerly HUMSV 186)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 135 3 Units****Prevention, Intervention and Recovery****Lecture:** 54 contact hours**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course provides a comprehensive overview of theories and strategies for the prevention of substance use disorders. Primary, secondary, and tertiary and evidence-based prevention models will be introduced and assessed. Prevention programs and activities appropriate for the community, school, parents and family, and work-sites will be covered. Strategies such as education, public policies, media/information dissemination, ethnic, cultural, and gender-specific approaches, environmental risk reduction, and alternatives will be presented and assessed for their application to different target populations. (Formerly HUMSV 189)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 136 3 Units****Addiction Studies: Basic Counseling I****Lecture:** 54 contact hours**Prerequisite:** HUMSV 130 and HUMSV 179

This course is designed for students seeking a certificate in Addiction Studies. Included topics are the dynamics of the helping relationship, analysis and implications of common characteristics of substance dependent individuals, demonstration and practice of assessment, interviewing and referral techniques; and review of counseling skills and case management. (Formerly HUMSV 183)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 137 3 Units****Addiction Studies: Group Counseling II****Lecture:** 54 contact hours**Prerequisite:** HUMSV 136 and HUMSV 230 and HUMSV 232

This course is designed for students seeking a certificate in Addiction Studies, and includes practical implications and experience in various recovery and crisis intervention modalities; investigation of and experience in group dynamics; analysis and interpretation of critical aspects of counseling; analysis of the role of significant others in the recovery process; discussion of current treatment interventions; and the process of case management and record keeping. (Formerly HUMSV 184)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 140 3 Units****Case Management in Public Service****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course provides an overview of the history, theories, skills and knowledge of case management in public social service settings. Topics include organizational structure, funding streams, regulatory issues, job descriptions, skills, personal qualities, evaluation, assessment and referral, employment services, and career paths. It is designed for students entering into the field of case management in public service.

**Associate Degree Applicable****Transfers to CSU only**

**HUMSV 147 3 Units****Career Specialist****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course provides an introduction to the field of career counseling including interviewing techniques, assessment tools, job opportunities and models for developing occupational options.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 167 3 Units****Crisis Intervention****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

The course examines the history and definitions of crisis intervention. Practical application of intervention theories and models, interviewing techniques, referral procedures, and assessment are explained and demonstrated. Analysis of types of crises such as suicide, substance abuse and violence in the workplace; common dangers; and coping methods will be presented. Professional issues including legal and ethical issues, confidentiality, cultural sensitivity and burn out are also covered.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 170 3 Units****Introduction to Human Services****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an exploration of the historical and theoretical perspectives of human services in response to social problems. Examination of legal, ethical and problem-solving models are presented and implications of ethnic, gender, and cultural diversity issues are discussed.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 172 3 Units****Group and Family Dynamics****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course offers a comprehensive study of the dynamics operating in groups and families including the identification of healthy versus dysfunctional groups/families; methods of intervention in dysfunctional groups/families; and the techniques of facilitating treatment groups.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 173 3 Units****Helping and Interpersonal Skills****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course offers a practical study of helping strategies and interpersonal skills. The focus is on the use of techniques to improve communication, better evaluate relationships, and resolve conflicts.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 179 3 Units****Law and Ethics****Lecture:** 54 contact hours**Advisory:** READ 100 and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course explores the legal, ethical, professional and personal issues involved in the treatment of substance use disorder. Emphasis is placed on professional responsibility and patient rights as well as issues of the work place and professional growth.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 187 1 Unit****Adult Children of Alcoholics****Lecture:** 18 contact hours

Overview of the problems experienced by adult children of alcoholics (ACA's) with particular emphasis on the various approaches in counseling ACA's.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 195A 1 Unit****Human Services: Intern Seminar I****Lecture:** 18 contact hours**Corequisite:** HUMSV 198C or HUMSV 198D or HUMSV 198E or HUMSV 198F

This course provides an introduction and the identification of applied strategies for crisis intervention, case analysis, and therapeutic interventions, and serves as a lecture-based foundation for student field work. STUDENTS MUST ALSO TAKE THE WORK EXPERIENCE CLASS THAT MATCHES THEIR CERTIFICATE GOAL (HUMSV 198 A-Z)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 195B 1 Unit****Human Services: Intern Seminar II****Lecture:** 18 contact hours**Corequisite:** HUMSV 198C or HUMSV 198D or HUMSV 198E or HUMSV 198F

This course provides an evaluation and application of applied strategies for crisis intervention, case analysis, and therapeutic interventions, and serves as a lecture-based foundation for student field work. STUDENTS MUST ALSO TAKE THE WORK EXPERIENCE CLASS THAT MATCHES THEIR CERTIFICATE GOAL (HUMSV 198 A-Z).

**Associate Degree Applicable****Transfers to CSU only****HUMSV 198C 2 Units****Human Services Field Work I****WRKEX:** 180 contact hours**Prerequisite:** HUMSV 170 and HUMSV 172 and HUMSV 173 and HUMSV 179**Corequisite:** HUMSV 195A or HUMSV 195B

This course provides supervised field work in the area of Human Services and beginning helping skills at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week.

**Associate Degree Applicable****Transfers to CSU only**

**HUMSV 198D 2 Units****Human Services Field Work II****WRKEX:** 180 contact hours**Prerequisite:** HUMSV 198C**Corequisite:** HUMSV 195A or HUMSV 195B

This course provides supervised field work in the area of Human Services at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 198E 2 Units****Career Specialist Field Work****WRKEX:** 180 contact hours**Prerequisite:** HUMSV 170 and HUMSV 172 and HUMSV 173 and HUMSV 147**Corequisite:** HUMSV 195A or HUMSV 195B

This course provides supervised field work in the area of career specialist at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 198F 2 Units****Case Management Field Work****WRKEX:** 180 contact hours**Prerequisite:** HUMSV 140 and HUMSV 167 and HUMSV 170 or HUMSV 173**Advisory:** HUMSV 195A or HUMSV 195B

Supervised field work in the area of case management at specific agencies is provided to students. Students work in their assigned agencies a minimum of 10 hours per week.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 205 2 Units****Aids: Practices, Processes and Policy****Lecture:** 36 contact hours

An overview of Acquired Immune Deficiency Syndrome (AIDS) including its diagnosis, transmission, and prevention; the psychosocial and economic impact of the disease on patients and their families and friends; society's response to the disease; and effective approaches to assist individuals coping with AIDS.

**Associate Degree Applicable****Transfers to CSU only****HUMSV 230 1 Unit****Addiction Studies: Internship Seminar I****Lecture:** 18 contact hours**Corequisite:** HUMSV 232

This course is an introduction to the duties and work objectives of counselors in addiction studies and related fields. Basic skills are developed through discussion and demonstration. This course serves as a lecture-based support for students in fieldwork. (Formerly HUMSV 197A)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 231 1 Unit****Addiction Studies: Internship Seminar II****Lecture:** 18 contact hours**Corequisite:** HUMSV 233

This course reviews job skills such as case management, assessment, and counseling. These skills are monitored and enhanced through class discussion and demonstration in this lecture-based foundation to the student field work. (Formerly HUMSV 197B)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 232 2 Units****Addiction Studies: Field Work I****Lecture:** 36 contact hours**Corequisite:** HUMSV 230

This course provides supervised field work in the areas of orientation, screening, goal setting and evaluation, and the beginning techniques of alcohol and drug counseling at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week. (Formerly HUMSV 198A)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 233 2 Units****Addiction Studies: Field Work II****Lecture:** 36 contact hours**Corequisite:** HUMSV 231

This course provides supervised field work in the areas of on the job skills such as treatment planning, intake and assessment and facilitation of groups in the field of alcohol and drug counseling at specific agencies. Students work in their assigned agencies a minimum of 10 hours per week. (Formerly 198B)

**Associate Degree Applicable****Transfers to CSU only****HUMSV 281AXZ 1-3 Units****Selected Studies in Alcohol/Drug****Lecture:** 18 contact hours

This experimental course explores addictions in the areas of Human Services, Alcohol/Drug Counseling, Mental Health, Human Development, and Corrections. Suggested subjects include codependency, driving under the influence, co-occurring disorders, tobacco addiction, and assessment instruments, etc.

**Associate Degree Applicable****Transfers to CSU only**

## Addiction Studies Certificate of Achievement

This certificate is designed to provide students with career preparation at the vocational certificate level in the field of substance abuse intervention and counseling for those preparing for careers in substance use disorder counseling or other related human or social services fields.

| Code   | Title  | Units     |
|--|--|-----------|
| <b>Required Courses</b>  |  |           |
| HUMSV 130  | Introduction to Addiction Studies              | 3         |
| HUMSV 131  | Co-Occur Disorders                             | 3         |
| HUMSV 132  | Diverse Populations                            | 3         |
| HUMSV 133  | Pharmacology                                   | 3         |
| HUMSV 134  | Family Dynamics of Addiction                   | 3         |
| HUMSV 135  | Prevention, Intervention and Recovery          | 3         |
| HUMSV 140  | Case Management in Public Service              | 3         |
| HUMSV 179  | Law and Ethics                                 | 3         |
| <b>Select one of the following:</b>  |  |           |
| HUMSV 170  | Introduction to Human Services                 | 3         |
| PSYCH 100  | General Psychology                             | 3         |
|  | or PSYCH 100H General Psychology - Honors      |           |
| SOC 100  | Introduction to Sociology                      | 3         |
|  | or SOC 100H Introduction to Sociology - Honors |           |
| <b>Required Field Work Courses:</b>  |  |           |
| Prior to field work courses, students must complete at a minimum: HUMSV 130, HUMSV 136, and HUMSV 179. |  |           |
| HUMSV 136  | Addiction Studies: Basic Counseling I          | 3         |
| HUMSV 137  | Addiction Studies: Group Counseling II         | 3         |
| HUMSV 230  | Addiction Studies: Internship Seminar I        | 1         |
| HUMSV 231  | Addiction Studies: Internship Seminar II       | 1         |
| HUMSV 232  | Addiction Studies: Field Work I                | 2         |
| HUMSV 233  | Addiction Studies: Field Work II               | 2         |
| <b>Total Units</b>   |  | <b>39</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate their understanding of the addiction field, theoretical models of treatment, evidenced based practices, clinical approaches, and ethical implications and professional responsibilities, evaluated by written or objective assessments
- Demonstrate the application of knowledge, skills, attitudes and competency in working with the diverse populations, those meeting the criteria for substance use disorders, families and community prevention and intervention efforts which make up the field of Addiction Counseling, and other critical skills and issues involved in becoming a state certified substance use disorder counselor, as assessed by written or objective assessments

## Career Specialist Certificate of Achievement

This certificate is designed to provide students with career preparation at for entry-level employment in community agencies in counseling.

| Code   | Title   | Units     |
|--|---|-----------|
| <b>Required Courses</b>  |   |           |
| HUMSV 147  | Career Specialist                                 | 3         |
| HUMSV 167  | Crisis Intervention                               | 3         |
| HUMSV 170  | Introduction to Human Services                    | 3         |
| HUMSV 172  | Group and Family Dynamics                         | 3         |
| HUMSV 173  | Helping and Interpersonal Skills                  | 3         |
| <b>Required Field Work Courses</b>   |   |           |
| A minimum of four Human Services courses required for the certificate including HUMSV 147 should be completed with a grade of C or better prior to field work courses. |   |           |
| HUMSV 195A   | Human Services: Intern Seminar I                  | 1         |
|  | or HUMSV 195B Human Services: Intern Seminar II   |           |
| HUMSV 198E   | Career Specialist Field Work                      | 2         |
| <b>Required General Education Courses</b>  |   |           |
| COMMST 100   | Elements of Public Speaking                       | 3         |
|  | or COMMST 10 Elements of Public Speaking - Honors |           |
| Select one of the following:   |   |           |
| ENGL 015   | Preparation for College Writing                   | 4         |
| ENGL 101   | Freshman Composition                              |           |
| ENGL 101H  | Freshman Composition-Honors                       |           |
| PSYCH 100  | General Psychology                                | 3         |
|  | or PSYCH 100H General Psychology - Honors         |           |
| SOC 100  | Introduction to Sociology                         | 3         |
|  | or SOC 100H Introduction to Sociology - Honors    |           |
| <b>Total Units</b>   |   | <b>31</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the applicable skill set for Career Specialist
- Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments
- Apply the ethical decision making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields, evaluated by written or objective assessments

## Case Management in the Public Sector Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in case management in public social services setting, including the fundamentals of organizational structure, funding, evaluation, assessment and referral, employment services, and career paths.

| Code   | Title   | Units     |
|--|---|-----------|
| <b>Required Courses</b>  |   |           |
| HUMSV 140  | Case Management in Public Service               | 3         |
| HUMSV 167  | Crisis Intervention                             | 3         |
| HUMSV 170  | Introduction to Human Services                  | 3         |
| HUMSV 173  | Helping and Interpersonal Skills                | 3         |
| <b>Required Field Work Courses</b>   |   |           |
| HUMSV 170 must be completed prior to field work courses. Also, it is recommended that students complete two courses from: HUMSV 140, 167, and 173. |   |           |
| HUMSV 195A   | Human Services: Intern Seminar I                | 1         |
|  | or HUMSV 195H Human Services: Intern Seminar II |           |
| HUMSV 198F   | Case Management Field Work                      | 2         |
| <b>Required General Education Courses</b>  |   |           |
| CIT 100  | Introduction to Personal Computers              | 3         |
| COMMST 111   | Interpersonal Communication                     | 3         |
| COMMST 174   | Intercultural Communication                     | 3         |
| ENGL 015   | Preparation for College Writing                 | 4         |
|  | or ENGL 101 Freshman Composition                |           |
|  | or ENGL 101H Freshman Composition-Honors        |           |
| PSYCH 100  | General Psychology                              | 3         |
|  | or PSYCH 100H General Psychology - Honors       |           |
| <b>Total Units</b>   |   | <b>31</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the applicable skill set for Case Management
- Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments
- Apply the ethical decision making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields, evaluated by written or objective assessments

## Human Services Associate of Arts Degree

To graduate with an Associate Degree with one of the following Human Services certificate specializations, (1) Addiction Studies (2) Career Specialist, (3) Case Management in the Public Sector (4) Eating Disorders Studies, or (5) Human Services, students must complete all of the requirements for the appropriate certificate with a grade of "C" or better plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

Another option for students who want to graduate with an Associate Degree in Human Services, without one of the certificate specializations, is to complete 18 units from the following required courses for the Human Services major plus the general education breadth requirements for the Associate Degree (minimum total=60 units).

| Code   | Title  | Units     |
|--|--|-----------|
| <b>Required Courses</b>                                  |  |           |
| HUMSV 170  | Introduction to Human Services                 | 3         |
| HUMSV 172  | Group and Family Dynamics                      | 3         |
| HUMSV 173  | Helping and Interpersonal Skills               | 3         |
| HUMSV 179  | Law and Ethics                                 | 3         |
| <b>Select six units from the following:</b>              |  |           |
| HUMSV 130  | Introduction to Addiction Studies              | 3         |
| HUMSV 131  | Co-Occur Disorders                             | 3         |
| HUMSV 132  | Diverse Populations                            | 3         |
| HUMSV 134  | Family Dynamics of Addiction                   | 3         |
| HUMSV 135  | Prevention, Intervention and Recovery          | 3         |
| HUMSV 140  | Case Management in Public Service              | 3         |
| HUMSV 167  | Crisis Intervention                            | 3         |
| <b>Select one required Behavioral Foundation course:</b> |  |           |
| PSYCH 100  | General Psychology                             | 3         |
|  | or PSYCH 100H General Psychology - Honors      |           |
| SOC 100  | Introduction to Sociology                      | 3         |
|  | or SOC 100H Introduction to Sociology - Honors |           |
| <b>Total Units</b>                                       |  | <b>21</b> |

***Students planning to transfer to a four-year institution and major in Human Services or a related field should consult with a counselor regarding the transfer process and lower division requirements.***

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments
- Demonstrate the applicable skill set in Humans Services
- Apply the ethical decision-making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Demonstrate the applicable skill set in Humans Services
- Demonstrate their understanding of goals, functions and organizational contemporary human service fields, evaluated by written or objective assessments
- Apply the ethical decision making steps to practical problems and practice learned ethical responsibilities in regard to special populations, scope of practice and the helping of those in human service fields, evaluated by written or objective assessments

# Human Services Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in human services with a knowledge of intervention methodologies at the individual, group, and community levels.

| Code   | Title                                 | Units     |
|--|---------------------------------------|-----------|
| <b>Required Courses</b>  |                                       |           |
| HUMSV 167  | Crisis Intervention                   | 3         |
| HUMSV 170  | Introduction to Human Services        | 3         |
| HUMSV 172  | Group and Family Dynamics             | 3         |
| HUMSV 173  | Helping and Interpersonal Skills      | 3         |
| HUMSV 179  | Law and Ethics                        | 3         |
| SOC 110  | Social Problems                       | 3         |
| or SOC 141   | Race and Ethnic Relations             |           |
| <b>Select two of the following:</b>  |                                       | <b>6</b>  |
| HUMSV 130  | Introduction to Addiction Studies     | 3         |
| HUMSV 131  | Co-Occur Disorders                    | 3         |
| HUMSV 132  | Diverse Populations                   | 3         |
| HUMSV 134  | Family Dynamics of Addiction          | 3         |
| HUMSV 135  | Prevention, Intervention and Recovery | 3         |
| HUMSV 140  | Case Management in Public Service     | 3         |
| HUMSV 147  | Career Specialist                     | 3         |
| <b>Required Field Work Courses</b>   |                                       |           |
| A minimum of four Human Services courses are required from:<br>HUMSV 167, 170, 172, 173, and 179. <sup>1</sup> |                                       |           |
| The following two courses are to be taken concurrently:  |                                       |           |
| HUMSV 195A   | Human Services: Intern Seminar I      | 1         |
| HUMSV 198C   | Human Services Field Work I           | 2         |
| The following two course are to be taken concurrently:   |                                       |           |
| HUMSV 195B   | Human Services: Intern Seminar II     | 1         |
| HUMSV 198D   | Human Services Field Work II          | 2         |
| <b>Select One Course from the Following:</b>   |                                       |           |
| ANTHRO 102   | Cultural Anthropology                 | 3         |
| or ANTHRO 102H   | Cultural Anthropology - Honors        |           |
| PSYCH 100  | General Psychology                    | 3         |
| or PSYCH 100H  | General Psychology - Honors           |           |
| SOC 100  | Introduction to Sociology             | 3         |
| or SOC 100H  | Introduction to Sociology - Honors    |           |
| <b>Total Units</b>   |                                       | <b>33</b> |

<sup>1</sup> Courses must be completed with a grade of C or better prior to field work courses.

# Inspection Technology

Construction and building inspectors ensure that new construction, changes, or repairs comply with local and national building codes and ordinances, zoning regulations, and contract specifications. Construction and building inspectors examine buildings, highways and streets, sewer and water systems, dams, bridges, and other structures. They also inspect electrical; heating, ventilation, air conditioning, and refrigeration (HVAC/R); and plumbing systems.

Although no two inspections are alike, inspectors do an initial check during the first phase of construction and follow-up inspections throughout the construction project. When the project is finished, they do a final, comprehensive inspection. Inspectors work alone or as part of a team. Some inspectors may have to climb ladders or crawl in tight spaces. Most work full time during regular business hours. Concern for public safety and a desire to improve the quality of construction are expected to spur employment growth in the field.

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chairs: Bryce Cacho (bcacho@sbccd.edu), M.A. and Joshua Milligan (jmilligan@sbccd.edu), A.S.

- 
- Inspection Technology Associate of Science Degree (p. 242)
  - Inspection Technology Certificate of Achievement (p. 242)
  - Inspection Technology Certificate of Completion (p. 243)

### INSPEC 011 3 Units

#### Fundamentals of Construction Inspection: Soils and Concrete

**Lecture:** 54 contact hours

This course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.

**Associate Degree Applicable**

### INSPEC 012 3 Units

#### Fundamentals of Construction Inspection: Wood, Steel, Masonry

**Lecture:** 54 contact hours

This course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control (formerly INSPEC 012B).

**Associate Degree Applicable**

### INSPEC 013 3 Units

#### Advanced Construction Inspection: International Building Code (IBC)

**Lecture:** 54 contact hours

This course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code (formerly INSPEC 013D).

**Associate Degree Applicable**

### INSPEC 014 3 Units

#### Advanced Construction Inspection: National Electrical Code (NEC)

**Lecture:** 54 contact hours

This course provides an understanding of the National Electrical Code and a study of its applications (formerly INSPEC 014D).

**Associate Degree Applicable**

### INSPEC 015 3 Units

#### Advanced Construction Inspection: Uniform Plumbing Code (UPC)

**Lecture:** 54 contact hours

This course is a study, interpretation and application of the CA Plumbing Code (CPC) (Formerly INSPEC 015D).

**Associate Degree Applicable**

### INSPEC 016 3 Units

#### Advanced Construction Inspection: Uniform Mechanical Code (UMC)

**Lecture:** 54 contact hours

This course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC) (formerly INSPEC 016D).

**Associate Degree Applicable**

### INSPEC 017 3 Units

#### California State Energy Regulations for Residential Buildings

**Lecture:** 54 contact hours

This course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INPSEC 017D).

**Associate Degree Applicable**

### INSPEC 018 3 Units

#### California State Energy Regulations for Non-Residential Buildings

**Lecture:** 54 contact hours

This course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INPSEC 018D).

**Associate Degree Applicable**

### INSPEC 026 3 Units

#### Non-Structural Plan Review

**Lecture:** 54 contact hours

This course provides training in the application of the CA Codes to construction drawings, including legal requirements for non-structural plan review, local, State, and Federal laws applicable to construction drawings, and the use of plan reviews as a first step in performing consistent and thorough inspections (formerly INSPEC 026D).

**Associate Degree Applicable**

### INSPEC 027 3 Units

#### Structural Plan Review

**Lecture:** 54 contact hours

This is a basic study of simplified engineering that can be applied to both plan checking and field inspections.

**Associate Degree Applicable**

### INSPEC 028 3 Units

#### California Residential Code

**Lecture:** 54 contact hours

This course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.

**Associate Degree Applicable**



**INSPEC 029 3 Units****Community Relations for Building Personnel****Lecture:** 54 contact hours

This course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.

**Associate Degree Applicable****INSPEC 030 3 Units****Aspects of Building and Safety****Lecture:** 54 contact hours

This course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.

**Associate Degree Applicable****INSPEC 098 1-4 Units****Inspection Technology Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****INSPEC 611 Noncredit****Fundamentals of Construction Inspection: Soils and Concrete****Lecture:** 54 contact hours

This noncredit course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.

**INSPEC 612 Noncredit****Fundamentals of Construction Inspection: Wood, Steel, Masonry****Lecture:** 54 contact hours

This noncredit course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control.

**INSPEC 613 Noncredit****Advanced Construction Inspection: International Building Code (IBC)****Lecture:** 54 contact hours

This noncredit course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code.

**INSPEC 614 Noncredit****Advanced Construction Inspection: National Electrical Code (NEC)****Lecture:** 54 contact hours

This noncredit course provides an understanding of the National Electrical Code and a study of its applications.

**INSPEC 615 Noncredit****Advanced Construction Inspection: Uniform Plumbing Code (UPC)****Lecture:** 54 contact hours

This noncredit course is a study, interpretation and application of the CA Plumbing Code (CPC).

**INSPEC 616 Noncredit****Advanced Construction Inspection: Uniform Mechanical Code (UMC)****Lecture:** 54 contact hours

This noncredit course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC).

**INSPEC 617 Noncredit****California State Energy Regulations for Residential Buildings****Lecture:** 54 contact hours

This noncredit course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.

**INSPEC 618 Noncredit****California State Energy Regulations For Non-Residential Buildings****Lecture:** 54 contact hours

This noncredit course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.

**INSPEC 626 Noncredit****Non-Structural Plan Review****Lecture:** 54 contact hours

This noncredit course provides training in the application of the CA Codes to construction drawings, including legal requirements for non-structural plan review, local, State, and Federal laws applicable to construction drawings, and the use of plan reviews as a first step in performing consistent and thorough inspections.

**INSPEC 627 Noncredit****Structural Plan Review****Lecture:** 54 contact hours

This is a noncredit basic study of simplified engineering that can be applied to both plan checking and field inspections.

**INSPEC 628 Noncredit****California Residential Code****Lecture:** 54 contact hours

This noncredit course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.

**INSPEC 629 Noncredit****Community Relations for Building Personnel****Lecture:** 54 contact hours

This noncredit course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.

**INSPEC 630 Noncredit****Aspects of Building and Safety****Lecture:** 54 contact hours

This noncredit course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.

## Inspection Technology Associate of Science Degree

This degree is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications. To graduate with a specialization in Inspection Technology, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| INSPEC 011              | Fundamentals of Construction Inspection: Soils and Concrete         | 3         |
| INSPEC 012              | Fundamentals of Construction Inspection: Wood, Steel, Masonry       | 3         |
| INSPEC 013              | Advanced Construction Inspection: International Building Code (IBC) | 3         |
| INSPEC 014              | Advanced Construction Inspection: National Electrical Code (NEC)    | 3         |
| INSPEC 015              | Advanced Construction Inspection: Uniform Plumbing Code (UPC)       | 3         |
| INSPEC 016              | Advanced Construction Inspection: Uniform Mechanical Code (UMC)     | 3         |
| INSPEC 017              | California State Energy Regulations for Residential Buildings       | 3         |
| INSPEC 018              | California State Energy Regulations for Non-Residential Buildings   | 3         |
| INSPEC 026              | Non-Structural Plan Review  | 3         |
| INSPEC 027              | Structural Plan Review  | 3         |
| INSPEC 028              | California Residential Code   | 3         |
| INSPEC 029              | Community Relations for Building Personnel                          | 3         |
| INSPEC 030              | Aspects of Building and Safety                                      | 3         |
| <b>Total Units</b>      |   | <b>39</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Examine construction methods to verify local and state requirements are met
- Verify that construction (new, alteration, or repair) meets applicable building codes
- Read and analyze construction plans to determine compliance with local and state requirements

- Effectively and clearly communicate
- Understand and apply the California and National Building Codes

## Inspection Technology Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications.

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| INSPEC 011              | Fundamentals of Construction Inspection: Soils and Concrete         | 3         |
| INSPEC 012              | Fundamentals of Construction Inspection: Wood, Steel, Masonry       | 3         |
| INSPEC 013              | Advanced Construction Inspection: International Building Code (IBC) | 3         |
| INSPEC 014              | Advanced Construction Inspection: National Electrical Code (NEC)    | 3         |
| INSPEC 015              | Advanced Construction Inspection: Uniform Plumbing Code (UPC)       | 3         |
| INSPEC 016              | Advanced Construction Inspection: Uniform Mechanical Code (UMC)     | 3         |
| INSPEC 017              | California State Energy Regulations for Residential Buildings       | 3         |
| INSPEC 018              | California State Energy Regulations for Non-Residential Buildings   | 3         |
| INSPEC 026              | Non-Structural Plan Review  | 3         |
| INSPEC 027              | Structural Plan Review  | 3         |
| INSPEC 028              | California Residential Code   | 3         |
| INSPEC 029              | Community Relations for Building Personnel                          | 3         |
| INSPEC 030              | Aspects of Building and Safety                                      | 3         |
| <b>Total Units</b>      |   | <b>39</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Examine construction methods to verify local and state requirements are met
- Verify that construction (new, alteration, or repair) meets applicable building codes
- Read and analyze construction plans to determine compliance with local and state requirements
- Effectively and clearly communicate
- Understand and apply the California and National Building Codes

## Inspection Technology Certificate of Completion

This noncredit certificate is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

| Code                    | Title   | Units          |
|-------------------------|---|----------------|
| <b>Required Courses</b> |   |                |
| INSPEC 611              | Fundamentals of Construction Inspection: Soils and Concrete         | 0              |
| INSPEC 612              | Fundamentals of Construction Inspection: Wood, Steel, Masonry       | 0              |
| INSPEC 613              | Advanced Construction Inspection: International Building Code (IBC) | 0              |
| INSPEC 614              | Advanced Construction Inspection: National Electrical Code (NEC)    | 0              |
| INSPEC 615              | Advanced Construction Inspection: Uniform Plumbing Code (UPC)       | 0              |
| INSPEC 616              | Advanced Construction Inspection: Uniform Mechanical Code (UMC)     | 0              |
| INSPEC 617              | California State Energy Regulations for Residential Buildings       | 0              |
| INSPEC 618              | California State Energy Regulations For Non-Residential Buildings   | 0              |
| INSPEC 626              | Non-Structural Plan Review  | 0              |
| INSPEC 627              | Structural Plan Review  | 0              |
| INSPEC 628              | California Residential Code   | 0              |
| INSPEC 629              | Community Relations for Building Personnel                          | 0              |
| INSPEC 630              | Aspects of Building and Safety                                      | 0              |
| <b>Total Hours</b>      |   | <b>624-702</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Examine construction methods to verify local and state requirements are met
- Verify that construction (new, alteration, or repair) meets applicable building codes
- Read and analyze construction plans to determine compliance with local and state requirements
- Effectively and clearly communicate
- Understand and apply the California and National Building Codes

## Kinesiology and Health

Courses in the Kinesiology and Health Department are designed to increase students' skills in activities that produce physiological results and promote lifelong habits of fitness. Within this department, courses are grouped in two areas: Health Education and Kinesiology. Four-year graduates in Health Education and Kinesiology qualify for employment in private industry and recreational agencies and are prepared to seek teaching credentials in elementary or secondary education. Students planning to transfer to a four-year institution and major in kinesiology or related fields should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Social Science, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Kenneth Lawler (klawler@sbccd.edu), B.S.

- Kinesiology Associate of Arts Degree (p. 256)
- Kinesiology Associate of Arts Transfer Degree (p. 258)

### HEALTH 101 3 Units

#### Health Education

**Lecture:** 54 contact hours

This course is an exploration of health topics and their impact on an individual's health status. Awareness and assessment of current lifestyle behaviors and choices, identification of risk factors, and implementation of prevention strategies are emphasized.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### HEALTH 103 3 Units

#### Introduction to Holistic Health

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to health and healing practices involving the integration of physical, mental, spiritual, and social resources. Students explore ancient disciplines of Ayurveda, Yoga, and Chinese Medicine, as well as modern Western health systems like Biofeedback, Swedish Massage, Reiki, Meditation, Guided Imagery, Herbalism, Humor and Music Therapy. Emphasis is placed on health promotion and prevention of disease, and how we become self-advocates in promoting our own well-being with the assistance of health care professionals.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### KIN 098 1-4 Units

#### Kinesiology Work Experience

**WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

**KIN 101 3 Units****Sports Psychology****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a study of the psychological effects on the motor performance of athletes across all levels of competition. This course includes such areas as goal setting, motivation, anxiety and stress, relaxation, sport imagery, relationships, eating disorders and drug abuse. (Formerly KIN 201)

**Associate Degree Applicable****Transfers to both UC/CSU****KIN 104 3 Units****Exercise Nutrition****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course provides scientific information and the essential principles of a proper exercise and diet program needed to maintain healthy sports fitness and nutrition levels. Emphasis will be placed on athletic performance, exercise recovery, food quality, general health, energy transfer for exercise and the relationship between nutrition and exercise or athletic performance.

**Associate Degree Applicable****Transfers to both UC/CSU****KIN 106 3 Units****Athletic Administration****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course will serve as an overview of the field of athletic administration. Time will be spent exploring the current state of sports participation, the responsibilities administrators have and challenges they encounter across all levels of sport.

**Associate Degree Applicable****Transfers to CSU only****KIN 200 3 Units****Introduction to Physical Education and Kinesiology****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This introductory course provides an 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.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** KIN 100**KIN 202 3 Units****History of Physical Education and Sport In the United States****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is designed to explore the evolution of sport and physical activity. Topics include historical and philosophical influences from ancient societies through the present.

**Associate Degree Applicable****Transfers to both UC/CSU****KIN 203 3 Units****Theory of Coaching****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course explores the issues and problems facing the coach today. Topics include the philosophies, theories and principles of developing and maintaining an athletic program. This course is designed for coaches at various levels from youth to high school varsity.

**Associate Degree Applicable****Transfers to both UC/CSU****KIN 205 3 Units****Sports Management****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course will serve as an overview of the field of sports management. Time will be spent exploring the development of the industry, current state and future trends in the discipline through the lenses of amateur, professional and international sports.

**Associate Degree Applicable****Transfers to CSU only****KIN 210 2 Units****Sports Officiating****Lecture:** 36 contact hours

This course is designed to provide instruction on the rules, techniques, and mechanics of officiating the sports of soccer, football, basketball, and baseball.

**Associate Degree Applicable****Transfers to both UC/CSU****KIN 222 1-3 Units****Independent Study in Kinesiology****DIR:** 54 contact hours

Students with previous course work in Kinesiology/Physical Education may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Kinesiology/Physical Education. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.

**Associate Degree Applicable****Transfers to CSU only****KIN 231 3 Units****First Aid and CPR****Lecture:** 54 contact hours

This course provides instruction on emergency care and treatment of illnesses and injuries including training in cardiopulmonary resuscitation (CPR) and automated external defibrillation (AED). Students who successfully pass all CPR/AED and First Aid requirements will receive a CPR/AED and First Aid card.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** KIN 101

**KIN 232 3 Units****Prevention and Care of Athletic Injuries****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** KIN 231

This is an introductory course in the recognition, assessment, management, care, and prevention of injuries occurring during physical activities. Basic taping techniques, as well as the proper selection and use of treatment modalities, are included.

**Associate Degree Applicable****Transfers to both UC/CSU****KIN 236 3 Units****Stress Management and Wellness****Lecture:** 54 contact hours

This course covers stress with emphasis on the physiological, psychological, and sociological issues throughout the lifespan. Topics include: recognition and analysis of symptoms of stress, scientific studies, assessment tools, fitness programs, meditation, yoga, nutrition, weight control, and healthy habits that enhance health and well-being.

**Associate Degree Applicable****Transfers to both UC/CSU****KIN 600 Noncredit****Helmet-Free Tackle Safety and Performance****Lecture:** 18 contact hours**Lab:** 36 contact hours

This noncredit course is designed to provide instruction on best practices, methods and techniques that identify and correct the physical mechanisms, antiquated tackling drills, and injurious terminology that lead to Crown first collisions in the act of making an American football tackle. This course develops a comprehensive understanding of the Helmet-Free-Tackle Training System, to eliminate helmet first collision and prevent potential self-inflicted concussion, head, neck, spinal cord, and catastrophic injury.

**KIN 631 Noncredit****First Aid and CPR****Lecture:** 14 contact hours**Lab:** 8 contact hours

This noncredit course provides instruction on emergency care and treatment of illnesses and injuries, including training in cardiopulmonary resuscitation (CPR) and automated external defibrillation (AED). Students who successfully pass all CPR/AED and First Aid requirements will receive a CPR/AED and First Aid card.

**KINA 186A 1 Unit****Adapted: Beginning Stretching and Stress Reduction****Lab:** 54 contact hours

This course is designed to teach students with disabilities how to improve range of motion for various muscles in the human body using beginning level stretching techniques. This course also teaches basic techniques for stress reduction. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 186B 1 Unit****Adapted: Intermediate Stretching and Stress Reduction****Lab:** 54 contact hours**Advisory:** KINA 186A

This course is designed to teach students with disabilities how to improve range of motion for various muscles in the human body using intermediate level stretching techniques. This course also teaches intermediate level techniques for stress reduction. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 186C 1 Unit****Adapted: Advanced Stretching and Stress Reduction****Lab:** 54 contact hours**Advisory:** KINA 186B

This course is designed to teach students with disabilities how to improve range of motion for various muscles in the human body using advanced stretching techniques. This course also teaches advanced techniques for stress reduction. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 187A 1 Unit****Adapted: Beginning Boxing for Fitness****Lab:** 54 contact hours

This course is designed to teach students with disabilities beginning level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, flexibility, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 187B 1 Unit****Adapted: Intermediate Boxing for Fitness****Lab:** 54 contact hours**Advisory:** KINA 187A

This course is designed to teach students with disabilities intermediate level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 187C 1 Unit****Adapted: Advanced Boxing for Fitness****Lab:** 54 contact hours**Advisory:** KINA 187B

This course is designed to teach students with disabilities advanced level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINA 188A 1 Unit****Adapted: Beginning Fitness and Conditioning****Lab:** 54 contact hours

This course is designed to teach students with disabilities beginner level exercises to improve functional range of motion, muscular strength and cardiovascular endurance. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 188B 1 Unit****Adapted: Intermediate Fitness and Conditioning****Lab:** 54 contact hours**Advisory:** KINA 188A

This course is designed to teach students with disabilities intermediate level exercise techniques to improve range of motion, muscular strength and cardiovascular endurance. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 188C 1 Unit****Adapted: Advanced Fitness and Conditioning****Lab:** 54 contact hours**Advisory:** KINA 188B

This course is designed to teach students with disabilities advanced level exercises for maximizing range of motion, muscular strength and cardiovascular endurance. Designing and leading an exercise program is also taught. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 189A 1 Unit****Adapted: Beginning Resistance Training****Lab:** 54 contact hours

This course is designed for students with disabilities. This course provides instruction in beginning level physical activities to improve muscular strength and endurance. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 189B 1 Unit****Adapted: Intermediate Resistance Training****Lab:** 54 contact hours**Advisory:** KINA 189A

This course is designed for students with disabilities. This course provides instruction in intermediate level physical activities to improve muscular strength and endurance. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 189C 1 Unit****Adapted: Advanced Resistance Training****Lab:** 54 contact hours**Advisory:** KINA 189B

This course is designed for students with disabilities. This course provides instruction in advanced level physical activities to improve muscular strength and endurance. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 190A 1 Unit****Adapted: Beginning Level Self-Defense****Lab:** 54 contact hours

This course is designed to teach students with disabilities beginning level Krav Maga self-defense to help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 190B 1 Unit****Adapted: Intermediate Level Self-Defense****Lab:** 54 contact hours

This course is designed to teach students with disabilities, an intermediate level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINA 190C 1 Unit****Adapted: Advanced Level Self-Defense****Lab:** 54 contact hours

This course is designed to teach students with disabilities, an advanced level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 100A 1 Unit****Beginning Pilates Mat****Lab:** 54 contact hours

This course provides beginning level Pilates technique instruction in alignment and correctives including mat work that emphasizes beginning level exercises for improved body alignment, strength, flexibility, control, coordination and breathing.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 100B 1 Unit****Intermediate Pilates Mat****Lab:** 54 contact hours**Prerequisite:** KINF 100A

This course provides intermediate level Pilates technique instruction in alignment and correctives including mat work that emphasizes exercises for improved body alignment, strength, flexibility, control, coordination and breathing. In addition, breathing patterns and spinal alignment are taught to reduce injury and improve health.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 100C 1 Unit****Advanced Pilates Mat****Lab:** 54 contact hours**Prerequisite:** KINF 100B

This course provides advanced Pilates technique instruction in alignment and correctives including mat work, advanced yoga and strength training. In addition, review of technique will focus on continued improvement of strength and flexibility with minimal stress to the body.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINF 101A 1 Unit****Beginning Boxing for Fitness****Lab:** 54 contact hours

This course is designed to teach beginning level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 101B 1 Unit****Intermediate Boxing for Fitness****Lab:** 54 contact hours**Advisory:** KINF 101A

This course is designed to teach intermediate level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 101C 1 Unit****Advanced Boxing for Fitness****Lab:** 54 contact hours**Advisory:** KINF 101B

This course is designed to teach advanced level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 102A 1 Unit****Beginning Spinning****Lab:** 54 contact hours

Beginning spinning is an indoor, group stationary cycling program that integrates music, camaraderie, and visualization in a complete body-mind exercise routine. The philosophy of being mentally and physically fit is the basis of spinning. Spinning emphasizes everyone's individual needs, regardless of athletic ability while being taught in a group atmosphere.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 102B 1 Unit****Intermediate Spinning****Lab:** 54 contact hours**Advisory:** KINF 102A

Intermediate spinning is an indoor, group stationary cycling program that integrates music, camaraderie, and visualization in a complete body-mind exercise routine. New techniques will be introduced with an emphasis on building an aerobic base, increasing anaerobic thresholds and sustainability.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 102C 1 Unit****Advanced Spinning****Lab:** 54 contact hours**Advisory:** KINF 102C

Advanced spinning is an indoor, group stationary cycling program that integrates music, camaraderie, and visualization in a complete body-mind exercise routine. Review of technique will focus on continued improvement of aerobic and anaerobic levels and increased sustainability. In addition, advanced core exercises and relaxation techniques will be utilized within the workouts.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 105A 1 Unit****Beginning Low Impact Aerobics****Lab:** 54 contact hours

This course is designed to teach basic fitness concepts and beginning level movement skills to enhance strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 105B 1 Unit****Intermediate Low Impact Aerobics****Lab:** 54 contact hours**Advisory:** KINF 105A

This course is designed to teach intermediate level fitness concepts and movement skills to enhance strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness. Students will also learn how to design a basic step aerobics program.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 105C 1 Unit****Advanced Low Impact Aerobics****Lab:** 54 contact hours**Advisory:** KINF 105B

This course is designed to teach advanced level fitness concepts and movement skills to enhance strength, flexibility, endurance, movement memory, balance, coordination, and cardiovascular fitness. Students will also learn how to design an intermediate level step aerobics program.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 108A 1 Unit****Beginning Weight Training****Lab:** 54 contact hours

The course is designed to teach beginning level students safe and proper technique for resistance exercises. Students will use free weights and universal machines to develop muscle strength and endurance. Students of all ability levels will receive individual instruction and personally tailored programs.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINF 108B 1 Unit****Intermediate Weight Training****Lab:** 54 contact hours**Advisory:** KINF 108A

The course is designed to teach safe and proper intermediate level techniques for resistance exercises, including multi-joint movements. Students will use free weights and universal machines to develop muscle strength and endurance. Students of all ability levels will receive individual instruction and create personally tailored programs.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 108C 1 Unit****Advanced Weight Training****Lab:** 54 contact hours**Advisory:** KINF 108B

The course is designed to teach safe and proper advanced level technique for resistance exercises. Students will use free weights, Olympic platforms, and universal machines to develop muscle strength and endurance through multi-joint and Olympic lift exercises. Students of all ability levels will receive individual instruction and create personally tailored programs.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 112A 1 Unit****Beginning Body Conditioning****Lab:** 54 contact hours

This course is designed to teach beginner level fitness concepts and movement skills to improve overall cardiovascular fitness, as well as muscular strength and endurance. Instruction will be modified to accommodate students of all fitness and skill levels.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 112B 1 Unit****Intermediate Body Conditioning****Lab:** 54 contact hours**Advisory:** KINF 112A

This course is designed to teach intermediate level fitness concepts and movement skills to improve overall cardiovascular fitness, as well as muscular strength and endurance.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 112C 1 Unit****Advanced Body Conditioning****Lab:** 54 contact hours**Advisory:** KINF 112B

This course is designed to teach advanced level fitness concepts and movement skills to improve overall cardiovascular fitness, as well as muscular strength and endurance.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 127A 1 Unit****Beginning Walking for Fitness****Lab:** 54 contact hours

The course is designed to help improve cardiovascular endurance and overall fitness through walking. Beginning level training principles and proper technique will be taught to promote this lifelong activity.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 127B 1 Unit****Intermediate Walking for Fitness****Lab:** 54 contact hours**Advisory:** KINF 127A

The course is designed to help improve cardiovascular endurance and overall fitness through walking. Intermediate level training principles, technique and program design will be taught to promote this lifelong activity.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 127C 1 Unit****Advanced Walking for Fitness****Lab:** 54 contact hours**Advisory:** KINF 127B

The course is designed to help improve cardiovascular endurance and overall fitness through walking. Advanced level training principles, technique program design and injury prevention and care will be taught to promote this lifelong activity.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 132A 1 Unit****Beginning Distance Running****Lab:** 54 contact hours

In this course, students will learn beginner level skills, techniques, and strategies of distance running. Instruction will focus on improving the student's running efficiency, cardiovascular fitness, and distance running knowledge.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 132B 1 Unit****Intermediate Distance Running****Lab:** 54 contact hours**Advisory:** KINF 132A

In this course, students will learn intermediate level skills, techniques, and strategies of distance running. Instruction will focus on improving the student's running efficiency, cardiovascular fitness, running biomechanics and strategy development.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 132C 1 Unit****Advanced Distance Running****Lab:** 54 contact hours**Advisory:** KINF 132B

In this course, students will learn advanced level skills, techniques, and strategies of distance running. Instruction will focus on maximizing running efficiency, improving cardiovascular fitness, and practicing various race strategies.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 138A 1 Unit****Beginning Physical Fitness****Lab:** 54 contact hours

This course is a structured exercise class designed to help students participate in a beginning level exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, and exercise technique are provided.

**Associate Degree Applicable****Transfers to both UC/CSU**



**KINF 138B 1 Unit****Intermediate Physical Fitness****Lab:** 54 contact hours**Advisory:** KINF 138A

The course is a structured exercise class designed to help intermediate level students develop and participate in a balanced exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, exercise technique, and individualized programming are provided.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 138C 1 Unit****Advanced Physical Fitness****Lab:** 54 contact hours**Advisory:** KINF 138B

This course is a structured exercise class designed to help advanced level students develop a balanced exercise program including cardiovascular endurance, muscular strength and flexibility training. Instructor guided equipment orientation, fitness testing, exercise technique, and individualized programming are provided.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 142A 1 Unit****Beginning Conditioning for Sports****Lab:** 54 contact hours

This course is designed to teach beginning level students muscular strength and endurance exercises, flexibility and core training skills and cardiovascular fitness. It is geared toward improving skills for participation in sports.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 142B 1 Unit****Intermediate Conditioning for Sports****Lab:** 54 contact hours**Advisory:** KINF 142A

This course is designed to teach intermediate level students muscular strength and endurance exercises, flexibility and core training skills and cardiovascular fitness. It is geared toward improving skills for participation in sports.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 142C 1 Unit****Advanced Conditioning for Sports****Lab:** 54 contact hours**Advisory:** KINF 142B

This course is designed to teach advanced level students muscular strength and endurance exercises, flexibility and core training skills and cardiovascular fitness. It is geared toward improving skills for participation in sports.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 150A 1 Unit****Beginning Table Tennis****Lab:** 54 contact hours

This course is designed to teach beginning table tennis skills and techniques. Students will learn the fundamental instruction of basic strokes, rules, and scoring strategies.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 150B 1 Unit****Intermediate Table Tennis****Lab:** 54 contact hours**Advisory:** KINF 150A

This course is designed to teach intermediate table tennis skills and techniques. Students will learn overhead shots, volleying techniques, singles strategies, and a variety of other shots.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 150C 1 Unit****Advanced Table Tennis****Lab:** 54 contact hours**Advisory:** KINF 150B

This course is designed to teach advanced table tennis skills and techniques. Students will learn shot selection strategies, doubles strategies, opponent evaluation, and tournament play skills.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 154A 1 Unit****Beginning Hiking for Fitness****Lab:** 54 contact hours

This beginning level course explores hiking as a lifelong fitness activity to promote cardiovascular health and general well-being. Techniques are suitable for individuals of all ages and fitness levels and various hiking routes on an off campus will be utilized.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 154B 1 Unit****Intermediate Hiking for Fitness****Lab:** 54 contact hours**Advisory:** KINF 154A

This course includes instruction in designing intermediate hiking programs for specific goals such as cardiovascular fitness, muscular endurance, core and leg strength. Using various hiking routes on and off campus, route planning, map reading, safety protocols, trail marking, and environmental considerations will be introduced.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 154C 1 Unit****Advanced Hiking for Fitness****Lab:** 54 contact hours**Advisory:** KINF 154B

This course includes instruction in designing advanced, faster paced hiking programs for specific goals such as cardiovascular fitness, muscular endurance, core, and leg strength. Various hikes on and off campus will be utilized. Progressive activities such as evening hikes, overnight hikes and backpacking will be introduced to further increase options for lifelong fitness activities.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 168A 1 Unit****Beginning Yoga****Lab:** 54 contact hours

This course is designed to introduce and practice beginning level Hatha Yoga. Improvement in balance, flexibility, muscle strength and endurance will be introduced. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINF 168B 1 Unit****Intermediate Yoga****Lab:** 54 contact hours**Advisory:** KINF 168A

This activity course is designed to teach the practice of intermediate level Hatha Yoga. Improvement in balance, flexibility, muscle strength and endurance will be emphasized. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 168C 1 Unit****Advanced Yoga****Lab:** 54 contact hours**Advisory:** KINF 168B

This activity course is designed to teach students advanced level Hatha Yoga as well as creating and leading a yoga flow sequence. Maximizing balance, flexibility, muscle strength and endurance will be emphasized. Meditation, breathing and relaxation techniques will be employed to assist in stress reduction.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 190A 1 Unit****Beginning Tai Chi****Lab:** 54 contact hours

This course is designed to study and practice Tai Chi at the beginning level. The history, research, and benefits of Tai Chi will be examined, and the basic 12 forms of Tai Chi will be explored. The course will include individual and group instruction and practice.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 190B 1 Unit****Intermediate Tai Chi****Lab:** 54 contact hours**Advisory:** KINF 190A

This course is designed to study and practice Tai Chi at the intermediate level. The benefits of Tai Chi will be examined, and the basic 24 forms of Tai Chi will be explored. The course will include individual and group instruction and practice.

**Associate Degree Applicable****Transfers to both UC/CSU****KINF 190C 1 Unit****Advanced Tai Chi****Lab:** 54 contact hours**Advisory:** KINF 190B

This course is designed to study and practice Tai Chi at the advanced level. The relationship between Tai Chi and well-being will be examined, and the basic 42 forms of Tai Chi will be explored. The course will include individual and group instruction and practice.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 100A 1 Unit****Beginning Baseball****Lab:** 54 contact hours

This course is designed to teach beginning level skills, techniques, strategies, etiquette, and rules of baseball.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 100B 1 Unit****Intermediate Baseball****Lab:** 54 contact hours**Advisory:** KINS 100A

This course is designed to teach intermediate level skills, techniques, strategies, etiquette, and rules of baseball.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 100C 1 Unit****Advanced Baseball****Lab:** 54 contact hours**Advisory:** KINS 100B

This course is designed to teach advanced level skills, techniques, strategies, etiquette, and rules of baseball.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 103A 1 Unit****Beginning Badminton****Lab:** 54 contact hours

This course will provide beginning level instruction in the skills, techniques, strategies, etiquette and rules of badminton. With the application of these techniques and practice, students will improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 103B 1 Unit****Intermediate Badminton****Lab:** 54 contact hours**Advisory:** KINS 103A

This course will provide instruction in the skills, techniques and strategies of badminton at the intermediate level of performance. With the application of these techniques and practice, students will improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 103C 1 Unit****Advanced Badminton****Lab:** 54 contact hours**Advisory:** KINS 103B

This course will provide instruction in the skills, techniques and strategies of badminton at an advanced level of performance. With the application of these techniques and practice, students will improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 104A 1 Unit****Beginning Basketball****Lab:** 54 contact hours

This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at a beginning level of performance. Students may also improve their overall physical fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 104B 1 Unit****Intermediate Basketball****Lab:** 54 contact hours**Advisory:** KINS 104A

This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an intermediate level of performance. Students may also improve their overall physical fitness.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINS 104C 1 Unit****Advanced Basketball****Lab:** 54 contact hours**Advisory:** KINS 104B

This course is designed to teach the skills, techniques, strategies, etiquette and rules of basketball at an advanced level of performance. Students may also improve their overall physical fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 107A 1 Unit****Beginning Ultimate Frisbee****Lab:** 54 contact hours

This course is designed to teach beginning level skills, strategies, and rules of Ultimate Frisbee. The offensive and defensive skills and strategies needed for team play, as well as the importance of sportsmanship, will be emphasized. Students will be taught in a group atmosphere and may improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 107B 1 Unit****Intermediate Ultimate Frisbee****Lab:** 54 contact hours

This course is designed to teach intermediate level skills, strategies, and rules of Ultimate Frisbee. The offensive and defensive skills and strategies needed for team play, as well as the importance of sportsmanship, will be emphasized. Students will be taught in a group atmosphere and may improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 107C 1 Unit****Advanced Ultimate Frisbee****Lab:** 54 contact hours

This course is designed to teach advanced level skills, strategies, and rules of Ultimate Frisbee. The offensive and defensive skills and strategies needed for team play, as well as the importance of sportsmanship, will be emphasized. Students will be taught in a group atmosphere and may improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 108A 1 Unit****Beginning Football****Lab:** 54 contact hours

This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the beginner level.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 108B 1 Unit****Intermediate Football****Lab:** 54 contact hours**Advisory:** KINS 108A

This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the intermediate level.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 108C 1 Unit****Advanced Football****Lab:** 54 contact hours**Advisory:** KINS 108B

This activity course is designed to introduce students to the skills, techniques, strategy, rules as well as ethics of football at the advanced level.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 110A 1 Unit****Beginning Futsal****Lab:** 54 contact hours

This course is designed to teach beginning level skills, strategies, and rules of futsal, as well as individual and team strategies for game play.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 110B 1 Unit****Intermediate Futsal****Lab:** 54 contact hours**Prerequisite:** KINS 110A

This course is designed to teach intermediate level skills and strategies of futsal, as well as individual and team strategies for game play. This course also introduces tactical strategies for each position as well as formations and styles of play.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 110C 1 Unit****Advanced Futsal****Lab:** 54 contact hours**Prerequisite:** KINS 110B

This course is designed to teach advanced level skills and strategies of futsal, as well as the mental skills needed for competitive play. Students will also analyze game tactics and evaluate strategies for strengthening personal and team performance.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 112A 1 Unit****Beginning Indoor Soccer****Lab:** 54 contact hours

This course is designed to teach beginning level rules, skills and techniques of indoor soccer, as well as individual and team strategies for game play.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 112B 1 Unit****Intermediate Indoor Soccer****Lab:** 54 contact hours**Corequisite:** KINS 112A

This course is designed to teach intermediate level skills and techniques of indoor soccer, as well as individual and team strategies for game play.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 112C 1 Unit****Advanced Indoor Soccer****Lab:** 54 contact hours**Prerequisite:** KINS 112B

This course is designed to teach advanced level skills and techniques of indoor soccer, as well as individual and team strategies for game play.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINS 116A 1 Unit****Beginning Soccer****Lab:** 54 contact hours

This course will provide beginning level instruction in the skills, techniques, strategies and rules of soccer. With the application of these techniques and practice, students may also improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 116B 1 Unit****Intermediate Soccer****Lab:** 54 contact hours**Advisory:** KINS 116A

This course will provide instruction in the skills, techniques and strategies of soccer at the intermediate level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 116C 1 Unit****Advanced Soccer****Lab:** 54 contact hours**Advisory:** KINS 116B

This course will provide instruction in the skills, techniques and strategies of soccer at the advanced level of performance. With the application of these techniques and practice, students may also improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 120A 1 Unit****Beginning Softball****Lab:** 54 contact hours

This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the beginner level of performance. With the application of these techniques and practice, students will improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 120B 1 Unit****Intermediate Softball****Lab:** 54 contact hours**Advisory:** KINS 120A

This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at the intermediate level of performance. With the application of these techniques and practice, students will improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 120C 1 Unit****Advanced Softball****Lab:** 54 contact hours**Advisory:** KINS 120B

This course will provide instruction in the skills, techniques, strategies, etiquette and rules of softball at an advanced level of performance. With the application of these techniques and practice, students will improve their overall fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 124A 1 Unit****Beginning Volleyball****Lab:** 54 contact hours

This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at the beginning level of performance. Students may also improve their overall physical fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 124B 1 Unit****Intermediate Volleyball****Lab:** 54 contact hours**Advisory:** KINS 124A

This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an intermediate level of performance. Students may also improve their overall physical fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINS 124C 1 Unit****Advanced Volleyball****Lab:** 54 contact hours**Advisory:** KINS 124B

This course is designed to teach the skills, techniques, strategies, etiquette and rules of volleyball at an advanced level of performance. Students may also improve their overall physical fitness.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 110AX3 3 Units****Intercollegiate Cross Country - Men****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Men's Intercollegiate Cross-Country team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate cross-country competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 110BX3 1 Unit****Intercollegiate Cross Country - Men Pre-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 110CX3 2 Units****Intercollegiate Cross Country - Men Off-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINX 111AX3 3 Units****Intercollegiate Cross Country - Women****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Women's Intercollegiate Cross-Country team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning, and teamwork required for intercollegiate cross-country competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 111BX3 1 Unit****Intercollegiate Cross Country Women Pre-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 111CX3 2 Units****Intercollegiate Cross Country - Women Off-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 112AX3 3 Units****Intercollegiate Football - Offense****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Intercollegiate Football team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate football competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 112BX3 1 Unit****Intercollegiate Football - Offense Pre-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 112CX3 2 Units****Intercollegiate Football - Offense Off-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 113AX3 3 Units****Intercollegiate Football - Defense****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Intercollegiate Football team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate football competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 113BX3 1 Unit****Intercollegiate Football - Defense Pre-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 113CX3 2 Units****Intercollegiate Football - Defense Off-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 114AX3 3 Units****Intercollegiate Soccer - Men****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Men's Intercollegiate Soccer team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate soccer competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 114BX3 1 Unit****Intercollegiate Soccer - Men Pre-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 114CX3 2 Units****Intercollegiate Soccer - Men Off-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINX 115AX3 3 Units****Intercollegiate Soccer - Women****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Women's Intercollegiate Soccer team. The course will provide instruction and training in skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate soccer competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 115BX3 1 Unit****Intercollegiate Soccer - Women Pre-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 115CX3 2 Units****Intercollegiate Soccer - Women Off-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 116AX3 3 Units****Intercollegiate Volleyball - Women****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Women's Intercollegiate Volleyball team. The course will provide instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate volleyball competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 116BX3 1 Unit****Intercollegiate Volleyball - Women Pre-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 116CX3 2 Units****Intercollegiate Volleyball - Women Off-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 120AX3 1.5 Units****Intercollegiate Basketball - Men, Fall****Lab:** 81 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Men's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 120BX3 1.5 Units****Intercollegiate Basketball - Men, Spring****Lab:** 81 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout for KINX 120Ax3.

This course is intended for members of the Men's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 120CX3 1.5-2 Units****Intercollegiate Basketball - Men Pre-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 120DX4 0.5-1 Units****Intercollegiate Basketball - Men Off-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 121AX3 1.5 Units****Intercollegiate Basketball - Women, Fall****Lab:** 81 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Women's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 121BX3 1.5 Units****Intercollegiate Basketball - Women, Spring****Lab:** 81 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout for KINX 121Ax3.

This course is intended for members of the Women's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINX 121CX3 1.5-2 Units****Intercollegiate Basketball - Women Pre-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season athletics basketball training, which includes strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 121DX4 0.5-1 Units****Intercollegiate Basketball - Women Off-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season basketball skill development in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 130AX3 3 Units****Intercollegiate Baseball****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Intercollegiate Baseball Team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate baseball competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 130BX3 2 Units****Intercollegiate Baseball Pre-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 130CX3 1 Unit****Intercollegiate Baseball Off-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 131AX3 3 Units****Intercollegiate Softball****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Women's Intercollegiate Softball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate softball competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 131BX3 2 Units****Intercollegiate Softball Pre-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 131CX3 1 Unit****Intercollegiate Softball Off-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 132AX3 3 Units****Intercollegiate Track and Field - Men****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Men's Intercollegiate Track and Field team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate track and field competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 132BX3 2 Units****Intercollegiate Track and Field - Men Pre-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 132CX3 1 Unit****Intercollegiate Track and Field - Men Off-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 133AX3 3 Units****Intercollegiate Track and Field - Women****Lab:** 162 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is intended for members of the Women's Intercollegiate Track and Field team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate competition.

**Associate Degree Applicable****Transfers to both UC/CSU**

**KINX 133BX3 2 Units****Intercollegiate Track and Field - Women Pre-Season Athletics****Lab:** 108 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**Associate Degree Applicable****Transfers to both UC/CSU****KINX 133CX3 1 Unit****Intercollegiate Track and Field - Women Off-Season Athletics****Lab:** 54 contact hours**Limitation on Enrollment:** Enrollment is based on a successful tryout.

This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses.

**Associate Degree Applicable****Transfers to both UC/CSU**

## Kinesiology Associate of Arts Degree

The A.A. in Kinesiology is designed to be used as a terminal A.A. Degree for those who wish to obtain their degree and immediately enter the workforce as a teacher, coach or another Kinesiology profession. In addition, this degree can be used to prepare students who wish to pursue a Bachelor's Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of Kinesiology, such as Adapted Physical Education, Athletic Training, Coaching, Fitness, Exercise Science, Physical Therapy or Teaching. Students planning to transfer to a four-year institution and major in Kinesiology should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions. Completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU is required in addition to the major requirements listed below:

| Code  | Title   | Units |
|---|---|-------|
| <b>Required Courses</b>                                   |   |       |
| HEALTH 101<br>or HEALTH 103                               | Health Education<br>Introduction to Holistic Health                   | 3     |
| KIN 200   | Introduction to Physical Education and Kinesiology                    | 3     |
| PSYCH 100<br>or PSYCH 100H                                | General Psychology<br>General Psychology - Honors                     | 3     |
| Select one of the following:                              |   | 8     |
| BIOL 250<br>& BIOL 251                                    | Human Anatomy and Physiology I<br>and Human Anatomy and Physiology II | 8     |
| BIOL 260<br>& BIOL 261                                    | Human Anatomy<br>and Human Physiology                                 | 8     |
| Select one Kinesiology Fitness course from the following: |   | 1     |
| KINF 100A   | Beginning Pilates Mat   | 1     |
| KINF 100B   | Intermediate Pilates Mat  | 1     |
| KINF 100C   | Advanced Pilates Mat  | 1     |
| KINF 101A   | Beginning Boxing for Fitness  | 1     |
| KINF 101B   | Intermediate Boxing for Fitness                                       | 1     |
| KINF 101C   | Advanced Boxing for Fitness   | 1     |
| KINF 102A   | Beginning Spinning  | 1     |
| KINF 102B   | Intermediate Spinning   | 1     |
| KINF 102C   | Advanced Spinning   | 1     |

|   |                                      |   |
|---|--------------------------------------|---|
| KINF 105A   | Beginning Low Impact Aerobics        | 1 |
| KINF 105B   | Intermediate Low Impact Aerobics     | 1 |
| KINF 105C   | Advanced Low Impact Aerobics         | 1 |
| KINF 108A   | Beginning Weight Training            | 1 |
| KINF 108B   | Intermediate Weight Training         | 1 |
| KINF 108C   | Advanced Weight Training             | 1 |
| KINF 112A   | Beginning Body Conditioning          | 1 |
| KINF 112B   | Intermediate Body Conditioning       | 1 |
| KINF 112C   | Advanced Body Conditioning           | 1 |
| KINF 127A   | Beginning Walking for Fitness        | 1 |
| KINF 127B   | Intermediate Walking for Fitness     | 1 |
| KINF 127C   | Advanced Walking for Fitness         | 1 |
| KINF 132A   | Beginning Distance Running           | 1 |
| KINF 132B   | Intermediate Distance Running        | 1 |
| KINF 132C   | Advanced Distance Running            | 1 |
| KINF 138A   | Beginning Physical Fitness           | 1 |
| KINF 138B   | Intermediate Physical Fitness        | 1 |
| KINF 138C   | Advanced Physical Fitness            | 1 |
| KINF 142A   | Beginning Conditioning for Sports    | 1 |
| KINF 142B   | Intermediate Conditioning for Sports | 1 |
| KINF 142C   | Advanced Conditioning for Sports     | 1 |
| KINF 150A   | Beginning Table Tennis               | 1 |
| KINF 150B   | Intermediate Table Tennis            | 1 |
| KINF 150C   | Advanced Table Tennis                | 1 |
| KINF 154A   | Beginning Hiking for Fitness         | 1 |
| KINF 154B   | Intermediate Hiking for Fitness      | 1 |
| KINF 154C   | Advanced Hiking for Fitness          | 1 |
| KINF 168A   | Beginning Yoga                       | 1 |
| KINF 168B   | Intermediate Yoga                    | 1 |
| KINF 168C   | Advanced Yoga                        | 1 |
| KINF 190A   | Beginning Tai Chi                    | 1 |
| KINF 190B   | Intermediate Tai Chi                 | 1 |
| KINF 190C   | Advanced Tai Chi                     | 1 |
| Selec one Kinesiology Sports or Athletic course from the following: |                                      |   |
| KINS 100A   | Beginning Baseball                   | 1 |
| KINS 100B   | Intermediate Baseball                | 1 |
| KINS 100C   | Advanced Baseball                    | 1 |
| KINS 103A   | Beginning Badminton                  | 1 |
| KINS 103B   | Intermediate Badminton               | 1 |
| KINS 103C   | Advanced Badminton                   | 1 |
| KINS 104A   | Beginning Basketball                 | 1 |
| KINS 104B   | Intermediate Basketball              | 1 |
| KINS 104C   | Advanced Basketball                  | 1 |
| KINS 107A   | Beginning Ultimate Frisbee           | 1 |
| KINS 107B   | Intermediate Ultimate Frisbee        | 1 |
| KINS 107C   | Advanced Ultimate Frisbee            | 1 |
| KINS 108A   | Beginning Football                   | 1 |
| KINS 108B   | Intermediate Football                | 1 |
| KINS 108C   | Advanced Football                    | 1 |
| KINS 110A   | Beginning Futsal                     | 1 |
| KINS 110B   | Intermediate Futsal                  | 1 |
| KINS 110C   | Advanced Futsal                      | 1 |



|             |  |       |             |  |   |
|-------------|--|-------|-------------|--|---|
| KINS 112A   | Beginning Indoor Soccer                                    | 1     | KINX 130BX3 | Intercollegiate Baseball Pre-Season Athletics                | 2 |
| KINS 112B   | Intermediate Indoor Soccer                                 | 1     | KINX 130CX3 | Intercollegiate Baseball Off-Season Athletics                | 1 |
| KINS 112C   | Advanced Indoor Soccer                                     | 1     | KINX 131AX3 | Intercollegiate Softball                                     | 3 |
| KINS 116A   | Beginning Soccer   | 1     | KINX 131BX3 | Intercollegiate Softball Pre-Season Athletics                | 2 |
| KINS 116B   | Intermediate Soccer  | 1     | KINX 131CX3 | Intercollegiate Softball Off-Season Athletics                | 1 |
| KINS 116C   | Advanced Soccer  | 1     | KINX 132AX3 | Intercollegiate Track and Field - Men                        | 3 |
| KINS 120A   | Beginning Softball   | 1     | KINX 132BX3 | Intercollegiate Track and Field - Men Pre-Season Athletics   | 2 |
| KINS 120B   | Intermediate Softball                                      | 1     | KINX 132CX3 | Intercollegiate Track and Field - Men Off-Season Athletics   | 1 |
| KINS 120C   | Advanced Softball  | 1     | KINX 133AX3 | Intercollegiate Track and Field - Women                      | 3 |
| KINS 124A   | Beginning Volleyball                                       | 1     | KINX 133BX3 | Intercollegiate Track and Field - Women Pre-Season Athletics | 2 |
| KINS 124B   | Intermediate Volleyball                                    | 1     | KINX 133CX3 | Intercollegiate Track and Field - Women Off-Season Athletics | 1 |
| KINS 124C   | Advanced Volleyball  | 1     |             |  |   |
| KINX 110AX3 | Intercollegiate Cross Country - Men                        | 3     |             |  |   |
| KINX 110BX3 | Intercollegiate Cross Country - Men Pre-Season Athletics   | 1     |             |  |   |
| KINX 110CX3 | Intercollegiate Cross Country - Men Off-Season Athletics   | 2     |             |  |   |
| KINX 111AX3 | Intercollegiate Cross Country - Women                      | 3     |             |  |   |
| KINX 111BX3 | Intercollegiate Cross Country Women Pre-Season Athletics   | 1     |             |  |   |
| KINX 111CX3 | Intercollegiate Cross Country - Women Off-Season Athletics | 2     |             |  |   |
| KINX 112AX3 | Intercollegiate Football - Offense                         | 3     |             |  |   |
| KINX 112BX3 | Intercollegiate Football - Offense Pre-Season Athletics    | 1     |             |  |   |
| KINX 112CX3 | Intercollegiate Football - Offense Off-Season Athletics    | 2     |             |  |   |
| KINX 113AX3 | Intercollegiate Football - Defense                         | 3     |             |  |   |
| KINX 113BX3 | Intercollegiate Football - Defense Pre-Season Athletics    | 1     |             |  |   |
| KINX 113CX3 | Intercollegiate Football - Defense Off-Season Athletics    | 2     |             |  |   |
| KINX 114AX3 | Intercollegiate Soccer - Men                               | 3     |             |  |   |
| KINX 114BX3 | Intercollegiate Soccer - Men Pre-Season Athletics          | 1     |             |  |   |
| KINX 114CX3 | Intercollegiate Soccer - Men Off-Season Athletics          | 2     |             |  |   |
| KINX 115AX3 | Intercollegiate Soccer - Women                             | 3     |             |  |   |
| KINX 115BX3 | Intercollegiate Soccer - Women Pre-Season Athletics        | 1     |             |  |   |
| KINX 115CX3 | Intercollegiate Soccer - Women Off-Season Athletics        | 2     |             |  |   |
| KINX 116AX3 | Intercollegiate Volleyball - Women                         | 3     |             |  |   |
| KINX 116BX3 | Intercollegiate Volleyball - Women Pre-Season Athletics    | 1     |             |  |   |
| KINX 116CX3 | Intercollegiate Volleyball - Women Off-Season Athletics    | 2     |             |  |   |
| KINX 120AX3 | Intercollegiate Basketball - Men, Fall                     | 1.5   |             |  |   |
| KINX 120BX3 | Intercollegiate Basketball - Men, Spring                   | 1.5   |             |  |   |
| KINX 120CX3 | Intercollegiate Basketball - Men Pre-Season Athletics      | 1.5-2 |             |  |   |
| KINX 121AX3 | Intercollegiate Basketball - Women, Fall                   | 1.5   |             |  |   |
| KINX 121BX3 | Intercollegiate Basketball - Women, Spring                 | 1.5   |             |  |   |
| KINX 121CX3 | Intercollegiate Basketball - Women Pre-Season Athletics    | 1.5-2 |             |  |   |
| KINX 130AX3 | Intercollegiate Baseball                                   | 3     |             |  |   |

### Electives

Select two of the following:

|          |  |   |
|----------|--|---|
| CHEM 101 | Introductory Chemistry                                       | 4 |
| FN 162   | Introduction to Food and Nutrition                           | 3 |
| KIN 101  | Sports Psychology  | 3 |
| KIN 104  | Exercise Nutrition   | 3 |
| KIN 106  | Athletic Administration                                      | 3 |
| KIN 202  | History of Physical Education and Sport In the United States | 3 |
| KIN 203  | Theory of Coaching   | 3 |
| KIN 205  | Sports Management  | 3 |
| KIN 231  | First Aid and CPR  | 3 |
| KIN 232  | Prevention and Care of Athletic Injuries                     | 3 |
| KIN 236  | Stress Management and Wellness                               | 3 |

**Total Units** **25-28**

**Note:** CHEM 101 *is a required prerequisite for* BIOL 250, BIOL 251 *and* BIOL 261

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Construct a personal philosophy and approach to integrating principles of Kinesiology
- Demonstrate interdisciplinary knowledge of how the body functions and performs
- Utilize the degree to begin working on the field or transfer to an accredited university as a junior with a major in Kinesiology

## Kinesiology Associate of Arts Transfer Degree

Kinesiology is the study of the principles of mechanics and anatomy in relation to human movement. The Kinesiology Associate in Arts Degree for Transfer (Kinesiology AA-T degree) provides students with an education in the core aspects of Kinesiology. The Kinesiology AA-T degree prepares students for transfer to CSU campuses that offer bachelor's degrees in Kinesiology.

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.

To earn a Kinesiology AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with grades of C or better;
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Kinesiology should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title   | Units |
|--|---|-------|
| <b>Required Courses</b>  |   |       |
| KIN 200  | Introduction to Physical Education and Kinesiology                    | 3     |
| Select one of the following:   |   | 8     |
| BIOL 250<br>& BIOL 251   | Human Anatomy and Physiology I<br>and Human Anatomy and Physiology II | 8     |
| BIOL 260<br>& BIOL 261   | Human Anatomy<br>and Human Physiology                                 | 8     |
| <b>Movement Based Courses</b>  |   |       |
| Select one course maximum from any three of the following areas: (3 units minimum) |   |       |
| Combative:   |   |       |
| KINF 190A  | Beginning Tai Chi   | 1     |
| KINF 190B  | Intermediate Tai Chi  | 1     |
| KINF 190C  | Advanced Tai Chi  | 1     |
| Dance:   |   |       |
| DANCE 101A   | Beginning Modern Dance  | 2     |
| DANCE 101B   | Beginning/Intermediate Modern Dance                                   | 2     |
| DANCE 102A   | Intermediate Modern Dance   | 2     |
| DANCE 102B   | Intermediate/Advanced Modern Dance                                    | 2     |
| DANCE 103A   | Beginning Ballet  | 2     |
| DANCE 103B   | Beginning/Intermediate Ballet   | 2     |
| DANCE 105A   | Beginning Jazz Dance  | 2     |

|  |  |   |
|--|--|---|
| DANCE 105B   | Beginning/Intermediate Jazz Dance          | 2 |
| DANCE 106A   | Intermediate Jazz Dance                    | 2 |
| DANCE 106B   | Intermediate/Advanced Jazz Dance           | 2 |
| DANCE 107X2  | Beginning Tap Dance                        | 2 |
| Fitness:   |  |   |
| KINF 101A  | Beginning Boxing for Fitness               | 1 |
| KINF 101B  | Intermediate Boxing for Fitness            | 1 |
| KINF 105A  | Beginning Low Impact Aerobics              | 1 |
| KINF 105B  | Intermediate Low Impact Aerobics           | 1 |
| KINF 105C  | Advanced Low Impact Aerobics               | 1 |
| KINF 108A  | Beginning Weight Training                  | 1 |
| KINF 108B  | Intermediate Weight Training               | 1 |
| KINF 108C  | Advanced Weight Training                   | 1 |
| KINF 112A  | Beginning Body Conditioning                | 1 |
| KINF 112B  | Intermediate Body Conditioning             | 1 |
| KINF 127A  | Beginning Walking for Fitness              | 1 |
| KINF 127B  | Intermediate Walking for Fitness           | 1 |
| KINF 132A  | Beginning Distance Running                 | 1 |
| KINF 132B  | Intermediate Distance Running              | 1 |
| KINF 138A  | Beginning Physical Fitness                 | 1 |
| KINF 138B  | Intermediate Physical Fitness              | 1 |
| KINF 138C  | Advanced Physical Fitness                  | 1 |
| KINF 150A  | Beginning Table Tennis                     | 1 |
| KINF 150B  | Intermediate Table Tennis                  | 1 |
| KINF 150C  | Advanced Table Tennis                      | 1 |
| KINF 168A  | Beginning Yoga                             | 1 |
| KINF 168B  | Intermediate Yoga                          | 1 |
| KINF 168C  | Advanced Yoga                              | 1 |
| Individual Sports:                                       |  |   |
| KINS 103A  | Beginning Badminton                        | 1 |
| KINS 103B  | Intermediate Badminton                     | 1 |
| KINS 103C  | Advanced Badminton                         | 1 |
| Team Sports:   |  |   |
| KINS 104A  | Beginning Basketball                       | 1 |
| KINS 104B  | Intermediate Basketball                    | 1 |
| KINS 104C  | Advanced Basketball                        | 1 |
| KINS 116A  | Beginning Soccer                           | 1 |
| KINS 116B  | Intermediate Soccer                        | 1 |
| KINS 116C  | Advanced Soccer                            | 1 |
| KINS 120A  | Beginning Softball                         | 1 |
| KINS 120B  | Intermediate Softball                      | 1 |
| KINS 120C  | Advanced Softball                          | 1 |
| KINS 124A  | Beginning Volleyball                       | 1 |
| KINS 124B  | Intermediate Volleyball                    | 1 |
| KINS 124C  | Advanced Volleyball                        | 1 |
| <b>List A</b>  |  |   |
| Select two courses from the following: (6 units minimum) |  |   |
| MATH 108   | Introduction to Probability and Statistics | 4 |
| or ECON 208  | Business and Economic Statistics           |   |
| or PSYCH 105   | Statistics for the Behavioral Sciences     |   |
| BIOL 100   | General Biology                            | 4 |
| CHEM 150   | General Chemistry I                        | 5 |

|  |   |              |
|--|---|--------------|
| KIN 231  | First Aid and CPR                       | 3            |
| PHYSIC 151                                       | General Physics for the Life Sciences I | 4            |
| <b>Code</b>                                      | <b>Title</b>                            | <b>Units</b> |
| <b>Major Total</b>                               |   | <b>21-24</b> |
| <b>Total Units That May Be Double Counted</b>    |   | <b>10-13</b> |
| <b>General Education (CSU GE or IGETC) Units</b> |   | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |   | <b>9-13</b>  |
| <b>Total Units</b>                               |   | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate an understanding of the practical skills and knowledge base needed for employment, or other participation, in the field of Kinesiology and related fields.
- Develop an understanding of the potential employment opportunities within the field of Kinesiology and related fields.
- Qualify for transfer to a four-year institution within the CSU system

## Learning Skills and Tutoring

The Learning Skills and Tutoring Department facilitates enrollment and provides support for on campus tutoring services. Research has shown that students who use tutoring services experience greater success in their college coursework. The Learning Skills and Tutoring coursework includes the supervised tutoring environment and the training for the student tutors.

### Contact Information

Division: Academic Success and Learning Services (LIB - 123)

Division Phone Number: (909) 384-8649

Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S.

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### LST 010 1 Unit

#### Tutor Training

**Lecture:** 9 contact hours

**Lab:** 27 contact hours

**Advisory:** Completion of any college-level course to be tutored with a grade of B or better is required.

This course presents techniques and strategies for effective academic peer tutoring in a community college setting. Emphasis is on tutoring, study skill techniques and practical skills to use in a variety of tutoring situations. Graded on pass/no pass basis only. (Formerly ACAD 010)

### LST 606 Noncredit

#### Supervised Tutoring/Academic Instructional Support

**Lab:** 270 contact hours

**Limitation on Enrollment:** Students will be assigned to this course by a counselor or instructor or for supervised tutoring and learning assistance subject to regulations under Title 5 Section 58172 58164(c). Enrollment in at least one other course at San Bernardino Valley College and/or Crafton Hills College.

Students enrolled in this noncredit class receive assistance in understanding course-specific content in various content area classes. Activities may include, but are not limited to, supervised individual or group tutorial/instructional services, computer assisted instruction and testing.

### LST 610 Noncredit

#### Tutor Training

**Lecture:** 9 contact hours

**Lab:** 27 contact hours

**Advisory:** Completion of any college-level course to be tutored with a grade of B or better.

This noncredit course presents techniques and strategies for effective academic tutoring and facilitation in a community college setting. Emphasis is on tutoring and facilitating, study skill techniques and practical skills to use in a variety of tutoring situations (Formerly ACAD 610).

## Liberal Arts

The Associate Degree in Liberal Arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis". An area of emphasis is ideal for students planning to transfer to the California State University (CSU) or University of California (UC). Students can satisfy required general education requirements, plus focus on transferable course work that relates to majors at CSU or UC. Students are advised to consult with a counselor for specific information regarding choice of major and transfer university. Students may obtain an Associate of Arts Degree in Liberal Arts by completing a minimum of 60 semester units as outlined below.

It is recommended that students complete either the IGETC or the CSU-GE for the general education pattern related to their educational goal. Students are also strongly advised to consult with a counselor relative to required courses for the selected option.

For either the IGETC or CSUGE option, 39-48 units of general education are required.

- Complete 18 units in one "Area of Emphasis" from those outlined below. For depth of study, a minimum of two courses in one discipline is required. (Note: Where appropriate, courses in the "Area of Emphasis" may also be counted for Associate Degree Option #1 or #2.)
- For **all options**, complete necessary SBVC graduation and proficiency requirements (Refer to page 36 in the SBVC catalog).
- All classes listed below transfer to CSU. Courses in **BOLD** are transferable to UC. Refer to [www.assist.org](http://www.assist.org) (<http://www.assist.org>) for transfer details.
- Courses that include a symbol X in the number such as MUS 141X2 indicate the course may be taken two times for credit. Students may apply each course with a symbol X only one time toward graduation requirements.
- For students pursuing multiple areas of emphasis, each course can be counted in one area only.
- Liberal Arts - Biological and Physical Sciences Associate of Arts Degree (p. 260)
- Liberal Arts - Humanities and Fine Arts Associate of Arts Degree (p. 261)
- Liberal Arts - Social and Behavioral Sciences Associate of Arts Degree (p. 263)

## Liberal Arts - Biological and Physical Sciences Associate of Arts Degree

### Biological and Physical Sciences

These courses emphasize the natural sciences, which examine the physical universe, its life forms, and natural phenomena. Courses in mathematics emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of world civilization. Students must choose a minimum of 18 units.

| Code                         | Title  | Units |
|------------------------------|--|-------|
| <b>Anthropology</b>          |  |       |
| ANTHRO 106                   | Biological Anthropology                            | 3     |
|                              | or ANTHRO 106L Biological Anthropology - Honors    |       |
| ANTHRO 106L                  | Biological Anthropology Laboratory                 | 1     |
| <b>Astronomy</b>             |  |       |
| ASTRON 120                   | Introduction to Astronomy                          | 3     |
| ASTRON 125                   | Astronomy Laboratory                               | 1     |
| <b>Biology</b>               |  |       |
| BIOL 100                     | General Biology                                    | 4     |
| BIOL 102                     | Human Biology                                      | 3     |
| BIOL 104                     | Human Ecology                                      | 3     |
| BIOL 109                     | History of Life                                    | 4     |
|                              | or BIOL 109H History of Life - Honors              |       |
| BIOL 141                     | Genetics   | 3     |
| BIOL 155                     | Introductory Anatomy and Physiology                | 4     |
| BIOL 205                     | Cell and Molecular Biology                         | 4     |
| BIOL 206                     | Organismal Biology                                 | 4     |
| BIOL 207                     | Evolutionary Ecology                               | 4     |
| BIOL 250                     | Human Anatomy and Physiology I                     | 4     |
| BIOL 251                     | Human Anatomy and Physiology II                    | 4     |
| BIOL 260                     | Human Anatomy                                      | 4     |
| BIOL 261                     | Human Physiology                                   | 4     |
| BIOL 270                     | Microbiology                                       | 5     |
| <b>Chemistry</b>             |  |       |
| CHEM 101                     | Introductory Chemistry                             | 4     |
| CHEM 104                     | Introduction to Organic Chemistry and Biochemistry | 4     |
| CHEM 105                     | Introduction to General, Organic And Biochemistry  | 5     |
| CHEM 150                     | General Chemistry I                                | 5     |
| CHEM 151                     | General Chemistry II                               | 5     |
| CHEM 212                     | Organic Chemistry I                                | 4     |
| CHEM 213                     | Organic Chemistry II                               | 4     |
| <b>Economics</b>             |  |       |
| ECON 208                     | Business and Economic Statistics                   | 4     |
| <b>Environmental Science</b> |  |       |
| ENVSCI 100                   | Introduction to Environmental Science              | 3     |
| <b>Geography</b>             |  |       |
| GEOG 110                     | Physical Geography                                 | 3     |

|                     |  |           |
|---------------------|--|-----------|
| GEOG 111            | Physical Geography Laboratory                      | 1         |
| or GEOG 111H        | Physical Geography Laboratory - Honors             |           |
| GEOG 114            | Weather and Climate                                | 4         |
| <b>Geology</b>      |  |           |
| GEOL 101            | Introduction to Physical Geology                   | 3         |
| GEOL 111            | Introduction to Physical Geology Laboratory        | 1         |
| GEOL 112            | Historical Geology                                 | 4         |
| GEOL 122            | Environmental Geology                              | 3         |
| GEOL 250            | Geology of California                              | 3         |
| GEOL 251            | Geology of the National Parks and Monuments        | 3         |
| <b>Mathematics</b>  |  |           |
| MATH 102            | College Algebra                                    | 4         |
| MATH 103            | Plane Trigonometry                                 | 4         |
| MATH 108            | Introduction to Probability and Statistics         | 4         |
| MATH 115            | Ideas of Mathematics                               | 3         |
| MATH 141            | Business Calculus                                  | 4         |
| MATH 151            | Precalculus  | 4         |
| MATH 180            | Introduction to Data Science                       | 4         |
| MATH 250            | Single Variable Calculus I                         | 4         |
| MATH 251            | Single Variable Calculus II                        | 4         |
| MATH 252            | Multivariable Calculus                             | 5         |
| MATH 265            | Linear Algebra                                     | 4         |
| MATH 266            | Ordinary Differential Equations                    | 4         |
| <b>Oceanography</b> |  |           |
| OCEAN 101           | Elements of Oceanography                           | 3         |
| OCEAN 111           | Elements of Oceanography Laboratory                | 1         |
| <b>Physics</b>      |  |           |
| PHYSIC 101          | Introductory Physics                               | 4         |
| PHYSIC 151          | General Physics for the Life Sciences I            | 4         |
| PHYSIC 152          | General Physics for the Life Sciences II           | 4         |
| PHYSIC 202          | Physics I  | 4         |
| PHYSIC 203          | Physics II   | 4         |
| PHYSIC 204          | Physics III  | 4         |
| <b>Psychology</b>   |  |           |
| PSYCH 105           | Statistics for the Behavioral Sciences             | 4         |
| PSYCH 141           | Introduction to Biological Psychology <sup>1</sup> | 3         |
| <b>Total Units</b>  |  | <b>18</b> |

<sup>1</sup> Completed Fall 2009 or later

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Utilize the degree to begin working in the field or transfer to an accredited four-year university as a junior in a Biological and/or Physical Science major

## Liberal Arts - Humanities and Fine Arts Associate of Arts Degree

### Humanities and Fine Arts

These courses emphasize the study of cultural, literary, humanistic activities, and artistic expressions of human beings. Students will evaluate and interpret the ways in which people throughout the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students must also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments. Students must complete a minimum of 18 units.

| Code                          | Title   | Units |
|-------------------------------|---|-------|
| <b>American Sign Language</b> |   |       |
| ASL 109                       | American Sign Language I                                      | 4     |
| ASL 110                       | American Sign Language II                                     | 4     |
| ASL 111                       | American Sign Language III                                    | 4     |
| ASL 112                       | American Sign Language IV                                     | 4     |
| <b>Anthropology</b>           |   |       |
| ANTHRO 108                    | Introduction to Native American Studies                       | 3     |
| ANTHRO 109                    | Visual Culture and Art  | 3     |
| ANTHRO 110                    | Magic, Witchcraft, and Religion                               | 3     |
| <b>Arabic</b>                 |   |       |
| ARAB 101                      | College Arabic I  | 5     |
| ARAB 102                      | College Arabic II   | 5     |
| <b>Architecture</b>           |   |       |
| ARCH 145                      | History of Architecture: Early Design Through Gothic          | 3     |
| or ARCH 145H                  | History of Architecture: Early Design Through Gothic - Honors |       |
| ARCH 146                      | History of Architecture: Renaissance Through Modern           | 3     |
| or ARCH 146H                  | Architecture History: Renaissance to Modern - Honors          |       |
| <b>Art</b>                    |   |       |
| ART 100                       | Art History: The Stone Age to the Middle Ages                 | 3     |
| ART 102                       | Art History: Renaissance to Present                           | 3     |
| or ART 102H                   | Art History: Renaissance to Present - Honors                  |       |
| ART 103                       | Art Appreciation  | 3     |
| ART 105                       | History of Modern Art   | 3     |
| ART 107                       | Art History: Africa, Oceania and the Americas                 | 3     |
| ART 108                       | Art of Mexico and Mesoamerica                                 | 3     |
| ART 120                       | Two-Dimensional Design  | 3     |
| ART 121                       | Three-Dimensional Design                                      | 3     |
| ART 124A                      | Beginning Drawing   | 3     |
| ART 126A                      | Beginning Painting  | 3     |
| ART 132A                      | Beginning Life Drawing  | 3     |
| ART 145                       | Fundamentals of Graphic Design                                | 3     |
| ART 148                       | Beginning Computer Graphic Design                             | 3     |
| ART 161                       | Digital Photography   | 3     |
| ART 175A                      | Beginning Sculpture   | 3     |

|                                    |   |   |                   |  |     |
|------------------------------------|---|---|-------------------|--|-----|
| ART 180                            | Beginning 3D Computer Animation                           | 3 | HIST 170          | World History to 1500  | 3   |
| ART 212A                           | Beginning Ceramics  | 3 | HIST 171          | World History Since 1500   | 3   |
| ART 240A                           | Beginning Glassblowing                                    | 3 | HIST 176          | Comparative History of Genocide and War Crimes                       | 3   |
| ART 270A                           | Beginning Design in Glass                                 | 3 | HIST 185          | Women in United States History                                       | 3   |
| <b>Chinese</b>                     |   |   | <b>Music</b>      |  |     |
| CHIN 101                           | College Mandarin Chinese I                                | 5 | MUS 100           | Music Appreciation   | 3   |
| CHIN 102                           | College Mandarin Chinese II                               | 5 | MUS 101           | Music Theory I: Fundamentals   | 3   |
| <b>Dance</b>                       |   |   | MUS 101L          | Musicianship I   | 1   |
| DANCE 100                          | Dance History and Appreciation                            | 3 | MUS 102           | Music Theory II: Scales and Modes                                    | 3   |
| <b>English</b>                     |   |   | MUS 102L          | Musicianship II  | 1   |
| ENGL 151                           | Freshman Composition and Literature                       | 3 | MUS 104           | History of Rock and Roll   | 3   |
| or ENGL 151H                       | Freshman Composition and Literature - Honors              |   | MUS 105           | American Popular Music   | 3   |
| ENGL 153                           | Literature and Film                                       | 3 | MUS 106           | History of Jazz  | 3   |
| ENGL 161                           | Women Writers   | 3 | MUS 107           | Music Cultures of the World  | 3   |
| ENGL 163                           | Chicana/o Literature                                      | 3 | MUS 108           | History of Hip Hop Music   | 3   |
| ENGL 165                           | African-American Literature                               | 3 | MUS 117A          | Elementary Acoustic Guitar   | 1   |
| ENGL 175                           | The Literature and Religion of the Bible                  | 3 | MUS 121           | Music History and Literature - Middle Ages Through Baroque           | 3   |
| ENGL 232                           | Creative Writing  | 3 | or MUS 121H       | Music History and Literature - Middle Ages Through Baroque - Honors  |     |
| ENGL 260                           | American Literature to Mid 19th Century                   | 3 | MUS 122           | Music History and Literature - Classic through Contemporary          | 3   |
| ENGL 261                           | American Literature From 1865 to Present                  | 3 | or MUS 122H       | Music History and Literature - Classic Through Contemporary - Honors |     |
| ENGL 270                           | English Literature: Middle Ages to 18th Century           | 3 | MUS 123           | Electronic Music I   | 3   |
| or ENGL 270H                       | English Literature: Middle Ages to 18th Century - Honors  |   | MUS 124           | Electronic Music II  | 3   |
| ENGL 271                           | English Literature: 18th Century to Present               | 3 | MUS 130           | Elementary Voice   | 3   |
| or ENGL 271H                       | English Literature: 18th Century to Present - Honors      |   | MUS 131           | Intermediate Voice   | 3   |
| <b>Film, Television, and Media</b> |   |   | MUS 133           | Elementary Piano   | 1   |
| FTVM 102                           | Introduction to Media Aesthetics and Cinematic Arts       | 3 | MUS 134           | Intermediate Piano   | 1   |
| FTVM 103                           | Ethnicity and Identity in Media                           | 3 | MUS 135           | Advanced Piano   | 1   |
| FTVM 122                           | Acting and Directing for Television and Film              | 3 | MUS 141X2         | Applied Music I  | 0.5 |
| FTVM 131                           | Cinematography  | 3 | MUS 150X4         | Mixed Chorus   | 1   |
| <b>French</b>                      |   |   | MUS 152X4         | Chamber Singers  | 2   |
| FRENCH 101                         | College French I  | 5 | MUS 153X4         | Chamber Chorale  | 2   |
| FRENCH 102                         | College French II   | 5 | MUS 154X4         | College Singers  | 2   |
| <b>History</b>                     |   |   | MUS 156X4         | Concert Choir  | 2   |
| HIST 100                           | United States History to 1877                             | 3 | MUS 158X4         | Gospel Choir   | 1   |
| or HIST 100H                       | United States History to 1877 - Honors                    |   | MUS 159X4         | Theatrical Music Workshop  | 2   |
| HIST 101                           | United States History: 1865 to Present                    | 3 | MUS 162X4         | Wind Ensemble  | 1   |
| or HIST 101H                       | United States History: 1865 to Present - Honors           |   | MUS 166X4         | Concert Band   | 1   |
| HIST 107                           | Native American Experiences in U.S. History               | 3 | MUS 170X2         | Jazz Improvisation and Theory I                                      | 1   |
| or HIST 107H                       | Native American Experiences in U.S. History - Honors      |   | MUS 171X2         | Jazz Improvisation and Theory II                                     | 1   |
| HIST 137                           | Experiences of Racial and Ethnic Groups in U.S. History   | 3 | MUS 180X4         | Instrumental Chamber Music   | 1   |
| HIST 138                           | The African American Experience in U.S. History to 1877   | 3 | MUS 201           | Music Theory III: Basic Harmony                                      | 3   |
| HIST 139                           | The African American Experience in U.S. History From 1877 | 3 | MUS 202           | Music Theory IV: Harmony   | 3   |
| HIST 140                           | Chicano Experiences in U.S. History                       | 3 | MUS 201L          | Musicianship III   | 1   |
| or HIST 140H                       | Chicano Experiences in U.S. History - Honors              |   | MUS 202L          | Musicianship IV  | 1   |
| HIST 142                           | Experiences of Asian Americans in U.S. History            | 3 | MUS 210           | Conducting   | 3   |
| HIST 145                           | History of California                                     | 3 | MUS 241X2         | Applied Music II   | 0.5 |
| or HIST 145H                       | History of California - Honors                            |   | <b>Philosophy</b> |  |     |
| HIST 150                           | Introduction to Latin American History                    | 3 | PHIL 101          | Introduction to Philosophy   | 3   |
|                                    |   |   | or PHIL 101H      | Introduction to Philosophy - Honors                                  |     |

|          |                          |   |
|----------|--------------------------|---|
| PHIL 105 | Introduction to Ethics   | 3 |
| PHIL 112 | Philosophy in Literature | 3 |
| PHIL 180 | Death and Dying          | 3 |

**Religious Studies**

|               |  |   |
|---------------|--|---|
| RELIG 100     | Introduction to Religious Studies          | 3 |
| or RELIG 100H | Introduction to Religious Studies - Honors |   |
| RELIG 101     | Introduction to World Religions            | 3 |
| RELIG 110     | Magic, Witchcraft, and Religion            | 3 |
| RELIG 135     | Religion in America                        | 3 |
| RELIG 150     | Introduction to Mythology                  | 3 |
| RELIG 175     | The Literature and Religion of the Bible   | 3 |
| RELIG 176     | Jesus and His Interpreters                 | 3 |
| RELIG 180     | Death and Dying                            | 3 |

**Spanish**

|              |                                  |   |
|--------------|----------------------------------|---|
| SPAN 101     | College Spanish I                | 5 |
| SPAN 102     | College Spanish II               | 5 |
| or SPAN 102H | College Spanish II - Honors      |   |
| SPAN 103     | College Spanish III              | 4 |
| or SPAN 103H | College Spanish III - Honors     |   |
| SPAN 104     | College Spanish IV               | 4 |
| SPAN 157     | Spanish for Heritage Speakers I  | 4 |
| SPAN 158     | Spanish for Heritage Speakers II | 4 |

**Theatre Arts**

|             |                                 |   |
|-------------|---------------------------------|---|
| THART 100   | Introduction to the Theatre     | 3 |
| THART 105   | Script Analysis                 | 3 |
| THART 110   | Voice and Diction for Actors    | 3 |
| THART 114X4 | Rehearsal and Performance       | 4 |
| THART 120   | Acting Fundamentals I           | 3 |
| THART 121   | Acting Fundamentals II          | 3 |
| THART 131   | Sound for Stage and Screen      | 3 |
| THART 132   | Lighting Design Fundamentals    | 3 |
| THART 135   | Directing Fundamentals          | 3 |
| THART 136   | Introduction to Theatre Design  | 3 |
| THART 139   | Fundamentals of Costume Design  | 3 |
| THART 147   | Theatre Movement                | 3 |
| THART 160X4 | Technical Theatre in Production | 3 |
| THART 165   | Stage Makeup                    | 3 |
| THART 166   | Improvisational Acting          | 3 |

**Total Units** **18**

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

**Program Learning Outcomes**

At the completion of this program, students will be able to:

- Utilize the degree to begin working in the field or transfer to an accredited four-year university as a junior in a Humanities and/or Fine Arts major

## Liberal Arts - Social and Behavioral Sciences Associate of Arts Degree

**Social and Behavioral Sciences**

These courses emphasize the perspective, concepts, theories, and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the social and behavioral sciences. Topics and discussion to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate. Students must choose a minimum of 18 units.

| Code                         | Title   | Units |
|------------------------------|---|-------|
| <b>Anthropology</b>          |   |       |
| ANTHRO 100                   | Introduction to Archaeology                             | 3     |
| ANTHRO 102                   | Cultural Anthropology                                   | 3     |
| or ANTHRO 102H               | Cultural Anthropology - Honors                          |       |
| ANTHRO 103                   | Anthropology of Food                                    | 3     |
| ANTHRO 106                   | Biological Anthropology                                 | 3     |
| or ANTHRO 106H               | Biological Anthropology - Honors                        |       |
| ANTHRO 108                   | Introduction to Native American Studies                 | 3     |
| ANTHRO 109                   | Visual Culture and Art                                  | 3     |
| ANTHRO 110                   | Magic, Witchcraft, and Religion                         | 3     |
| ANTHRO 125                   | Language and Culture                                    | 3     |
| <b>Child Development</b>     |   |       |
| CD 105                       | Child Growth and Development                            | 3     |
| or CD 105H                   | Child Growth and Development - Honors                   |       |
| CD 108                       | Early Childhood Development                             | 3     |
| CD 126                       | Child, Family, and the Community                        | 3     |
| <b>Communication Studies</b> |   |       |
| COMMST 135                   | Mass Media and Society                                  | 3     |
| COMMST 174                   | Intercultural Communication                             | 3     |
| COMMST 176                   | Gender Differences in Communication                     | 3     |
| <b>Economics</b>             |   |       |
| ECON 100                     | Introduction to Economics                               | 3     |
| ECON 200                     | Principles of Macroeconomics                            | 3     |
| or ECON 200H                 | Principles of Macroeconomics - Honors                   |       |
| ECON 201                     | Principles of Microeconomics                            | 3     |
| or ECON 201H                 | Principles of Microeconomics - Honors                   |       |
| <b>Ethnic Studies</b>        |   |       |
| ETHS 100                     | Introduction to Ethnic Studies                          | 3     |
| ETHS 103                     | Ethnicity and Identity in Media                         | 3     |
| ETHS 107                     | Native American Experiences in U.S. History             | 3     |
| or ETHS 107H                 | Native American Experiences in U.S. History - Honors    |       |
| ETHS 108                     | Introduction to Native American Studies                 | 3     |
| ETHS 120                     | Health and Social Justice                               | 3     |
| ETHS 137                     | Experiences of Racial and Ethnic Groups in U.S. History | 3     |
| ETHS 138                     | The African American Experience in U.S. History to 1877 | 3     |

|                                    |   |   |
|------------------------------------|---|---|
| ETHS 139                           | The African American Experience in U.S. History From 1877 | 3 |
| ETHS 140                           | Chicano Experiences in U.S. History                       | 3 |
| or ETHS 140H                       | Chicano Experiences in U.S. History - Honors              |   |
| ETHS 141                           | Race and Ethnic Relations                                 | 3 |
| or ETHS 141H                       | Race and Ethnic Relations - Honors                        |   |
| ETHS 142                           | Experiences of Asian Americans in U.S. History            | 3 |
| ETHS 163                           | Chicana/o Literature                                      | 3 |
| ETHS 165                           | African-American Literature                               | 3 |
| <b>Film, Television, and Media</b> |   |   |
| FTVM 101                           | Introduction to Electronic Media                          | 3 |
| <b>Geography</b>                   |   |   |
| GEOG 102                           | Cultural Geography  | 3 |
| GEOG 106                           | Geographic Perspectives on the Environment                | 3 |
| GEOG 118                           | California Geography                                      | 3 |
| GEOG 120                           | World Regional Geography                                  | 3 |
| <b>Global Studies</b>              |   |   |
| GLST 101                           | Introduction to Global Studies                            | 3 |
| GLST 102                           | Global Issues   | 3 |
| <b>History</b>                     |   |   |
| HIST 100                           | United States History to 1877                             | 3 |
| or HIST 100H                       | United States History to 1877 - Honors                    |   |
| HIST 101                           | United States History: 1865 to Present                    | 3 |
| or HIST 101H                       | United States History: 1865 to Present - Honors           |   |
| HIST 107                           | Native American Experiences in U.S. History               | 3 |
| or HIST 107H                       | Native American Experiences in U.S. History - Honors      |   |
| HIST 137                           | Experiences of Racial and Ethnic Groups in U.S. History   | 3 |
| HIST 138                           | The African American Experience in U.S. History to 1877   | 3 |
| HIST 139                           | The African American Experience in U.S. History From 1877 | 3 |
| HIST 140                           | Chicano Experiences in U.S. History                       | 3 |
| or HIST 140H                       | Chicano Experiences in U.S. History - Honors              |   |
| HIST 142                           | Experiences of Asian Americans in U.S. History            | 3 |
| HIST 145                           | History of California                                     | 3 |
| HIST 150                           | Introduction to Latin American History                    | 3 |
| HIST 170                           | World History to 1500                                     | 3 |
| HIST 171                           | World History Since 1500                                  | 3 |
| HIST 176                           | Comparative History of Genocide and War Crimes            | 3 |
| HIST 185                           | Women in United States History                            | 3 |
| <b>Philosophy</b>                  |   |   |
| PHIL 180                           | Death and Dying   | 3 |
| <b>Political Science</b>           |   |   |
| POLIT 100                          | American Politics   | 3 |
| POLIT 110                          | Introduction to Political Theory                          | 3 |
| or POLIT 110H                      | Introduction to Political Theory - Honors                 |   |
| POLIT 140                          | Introduction to Comparative Politics                      | 3 |
| POLIT 141                          | Introduction to World Politics                            | 3 |
| or POLIT 141H                      | Introduction to World Politics - Honors                   |   |
| POLIT 150                          | Introduction to Public Policy                             | 3 |
| <b>Psychology</b>                  |   |   |
| PSYCH 100                          | General Psychology  | 3 |

|                          |   |           |
|--------------------------|---|-----------|
| or PSYCH 100H            | General Psychology - Honors                               |           |
| PSYCH 102                | Personal and Social Adjustment                            | 3         |
| PSYCH 110                | Abnormal Psychology                                       | 3         |
| PSYCH 111                | Developmental Psychology: Lifespan                        | 3         |
| PSYCH 112                | Developmental Psychology: Child and Adolescent Psychology | 3         |
| PSYCH 118                | Human Sexual Behavior                                     | 3         |
| PSYCH 201                | Research Methods for the Behavioral Sciences              | 4         |
| <b>Religious Studies</b> |   |           |
| RELIG 110                | Magic, Witchcraft, and Religion                           | 3         |
| RELIG 135                | Religion in America                                       | 3         |
| RELIG 180                | Death and Dying   | 3         |
| <b>Sociology</b>         |   |           |
| SOC 100                  | Introduction to Sociology                                 | 3         |
| or SOC 100H              | Introduction to Sociology - Honors                        |           |
| SOC 110                  | Social Problems   | 3         |
| or SOC 110H              | Social Problems - Honors                                  |           |
| SOC 120                  | Health and Social Justice                                 | 3         |
| SOC 130                  | Family Sociology  | 3         |
| SOC 135                  | Introduction to Crime                                     | 3         |
| SOC 141                  | Race and Ethnic Relations                                 | 3         |
| or SOC 141H              | Race and Ethnic Relations - Honors                        |           |
| SOC 145                  | Sociology of Gender                                       | 3         |
| SOC 150                  | Aging and the Life Course                                 | 3         |
| <b>Total Units</b>       |   | <b>18</b> |

*This degree is also offered as a Zero Textbook Cost Degree (Z Degree) (p. 68).*

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CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Utilize the degree to begin working in the field or transfer to an accredited four-year university as a junior in a Social and Behavioral Science major



# Library Technology

Library skills are fundamental to student success, especially in today's information-laden society. The Library Technology Department offers one course (LIB 110) which is designed to teach students how to access both print and on-line information sources more efficiently and effectively. The remaining Library Technology courses are part of an associate of arts degree or a certificate program designed for students who are interested in working as paraprofessionals in the library field. Taken alone, each course provides entry-level exposure to a particular library department or function. Presently employed library workers can also take courses to increase their level and variety of training in the library field. Courses for the program are rotated over a two-semester sequence.

## Contact Information

Division: Academic Success and Learning Services (LIB - 123)

Division Phone Number: (909) 384-8649

Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S.

- 
- Library Technology Associate of Arts Degree (p. 266)
  - Library Technology Certificate of Achievement (p. 267)

### LIB 062 1 Unit

#### Care and Repair of Library Materials

**Lecture:** 9 contact hours

**Lab:** 27 contact hours

This course provides the basic, hands-on techniques used in the binding, repair, and care of printed library materials.

**Associate Degree Applicable**

### LIB 063 3 Units

#### Survey of Literature for Library Technicians

**Lecture:** 54 contact hours

**Prerequisite/Corequisite:** LIB 064

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an introductory study of Readers' Advisory work as performed in public, academic, and school libraries. It offers a practical study of popular literature and literary genres, interpersonal skills, and interview techniques needed to become successful in recommending specific titles and/or authors to library patrons based on parameters such as reading interests, age groups, and reading levels.

**Associate Degree Applicable**

### LIB 064 3 Units

#### Introduction to Library Services

**Lecture:** 54 contact hours

This course is an introduction to the philosophy of library services; the history and types of libraries; the relationship of a library to the community it serves; the organizational structure of libraries; the role of the Library Technician; and the development of a positive workplace attitude.

**Associate Degree Applicable**

### LIB 065 3 Units

#### Public Services

**Lecture:** 54 contact hours

**Prerequisite/Corequisite:** LIB 064

**Advisory:** READ 015

This course is an introduction to the public services provided by the modern library. Topics include circulation systems and practices; library classification and catalogs; customer service; reference resources and services; government information resources; information literacy instruction; archives and special collections; library programming; censorship; and security issues in libraries.

**Associate Degree Applicable**

### LIB 066 3 Units

#### Acquisitions

**Lecture:** 54 contact hours

**Advisory:** READ 015

This course is an introduction to acquisitions practices in the modern library. Topics include needs assessment; collection management; selection of print and online resources; acquisitions processes; weeding/deselection of materials; ethics; preservation; legal and safety issues in libraries; and intellectual freedom.

**Associate Degree Applicable**

### LIB 067 3 Units

#### Cataloging and Classification

**Lecture:** 54 contact hours

**Prerequisite/Corequisite:** LIB 064

This course is an introduction to descriptive and subject cataloging, classification of materials using the Dewey Decimal and Library of Congress systems, preparation of MARC computer database records, and use of electronic bibliographic utilities.

**Associate Degree Applicable**

### LIB 070 3 Units

#### Library Technology and Computer Services

**Lecture:** 54 contact hours

**Advisory:** READ 015 and LIB 064

This class is an introduction to the application and integration of automation systems and computer in libraries. Students will be exposed to a variety of computer applications, including online public access catalogs and automated circulation systems. This course provides an overview of a wide variety of computer services and issues within a library setting ranging from public access, social media, cyber security and emerging technologies.

**Associate Degree Applicable**

### LIB 071 2 Units

#### Youth Services and Programs

**Lecture:** 36 contact hours

**Prerequisite:** READ 015

This course explores age appropriate library services and programming for youth in public and school libraries.

**Associate Degree Applicable**

### LIB 073 2 Units

#### Library Digital Archives and Resources

**Lecture:** 36 contact hours

**Advisory:** READ 015 and LIB 064

This course introduces archival theory and methods with a focus on digital media storage and preservation, including born-digital and digitized materials.

**Associate Degree Applicable**

**LIB 098 1-4 Units****Library Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****LIB 110 3 Units****Information Literacy and Research****Lecture:** 54 contact hours**Advisory:** READ 015

This is an introductory course covering the skills needed to effectively access library and online information sources, to critically evaluate the information retrieved, and to practice ethical behavior in regard to information technology.

**Associate Degree Applicable****Transfers to both UC/CSU**

# Library Technology Associate of Arts Degree

The Library Technology Degree trains students for careers in libraries or information management using print media as well as technology. The program is designed to prepare individuals for employment as a paraprofessional in a public, school, academic, or special library or an information center. To graduate with a Library Technology Associate of Arts degree, students must complete 22-23 units from the following list of courses plus the general breadth requirements for the Associate Degree (minimum 60 units).

| Code                         | Title   | Units        |
|------------------------------|---|--------------|
| <b>Required Courses</b>      |   |              |
| LIB 063                      | Survey of Literature for Library Technicians <sup>1</sup> | 3            |
| LIB 064                      | Introduction to Library Services                          | 3            |
| LIB 065                      | Public Services   | 3            |
| LIB 066                      | Acquisitions  | 3            |
| LIB 067                      | Cataloging and Classification                             | 3            |
| LIB 070                      | Library Technology and Computer Services                  | 3            |
| LIB 110                      | Information Literacy and Research                         | 3            |
| Select one of the following: |   | 1-2          |
| LIB 062                      | Care and Repair of Library Materials                      | 1            |
| LIB 071                      | Youth Services and Programs                               | 2            |
| LIB 073                      | Library Digital Archives and Resources                    | 2            |
| <b>Total Units</b>           |   | <b>22-23</b> |

<sup>1</sup> or any other college-level literature course

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Utilize the correct technology and media for library services
- Classify library materials in a variety of library environments such as schools, specialized, public and academic
- Demonstrate the fundamentals of working with the public, and materials management
- Describe the purposes, processes, and goals of the different departments within a library, including technical, public, and reference services

## Library Technology Certificate of Achievement

The Library Technology certificate trains students for careers in libraries or information management using print media as well as technology. The program is designed to prepare individuals for entry level employment in a public, school, academic, or special library or an information center.

| Code  | Title  | Units        |
|---|--|--------------|
| <b>Required Courses (19-22 units)</b>   |  |              |
| LIB 064   | Introduction to Library Services             | 3            |
| LIB 065   | Public Services                              | 3            |
| LIB 066   | Acquisitions                                 | 3            |
| LIB 067   | Cataloging and Classification                | 3            |
| LIB 070   | Library Technology and Computer Services     | 3            |
| LIB 098   | Library Work Experience <sup>1</sup>         | 1-4          |
| LIB 110   | Information Literacy and Research            | 3            |
| <b>Complete the course below - or any college-level literature course (3 units)</b> |  |              |
| LIB 063   | Survey of Literature for Library Technicians | 3            |
| <b>Select one of the following: (1-2 units)</b>                                     |  |              |
| LIB 062   | Care and Repair of Library Materials         | 1            |
| LIB 071   | Youth Services and Programs                  | 2            |
| LIB 073   | Library Digital Archives and Resources       | 2            |
| <b>Total Units</b>  |  | <b>23-27</b> |

<sup>1</sup> LIB 098 may be waived if the student has been employed in a library for at least one year at full-time (or equivalent). See Department Chair for additional information.

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Utilize the correct technology and media for library services
- Classify library materials in a variety of library environments such as schools, specialized, public and academic
- Demonstrate the fundamentals of working with the public, and materials management
- Describe the purposes, processes, and goals of the different departments within a library, including technical, public, and reference services

## Machinist Technology

The Machine Technology program offers a broad training that prepares individuals for entry-level employment in the machining industry. Through a combination of classroom study and assigned lab activities, students develop trade skills and become familiar with production methods and standards common to the industry. Within the lab setting, emphasis is on the practical application of skills. Students will learn to operate a variety of conventional machine tools and computer numerical control (CNC) machines, interpret industrial drawings/blueprints, and use precision measuring and inspection instruments. Good math, problem-solving, and computer skills are important.

### Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chairs: Bryce Cacho (bcacho@sbccd.edu), M.A. and Joshua Milligan (jmilligan@sbccd.edu), A.S.

- 
- Basic Machine Operator Certificate of Career Preparation (p. 271)
  - Basic Operation Computerized Numerical Control (CNC) Certificate of Achievement (p. 271)
  - Computer Numerical Control - CAD & CAM Associate of Science Degree (p. 272)
  - Computer Numerical Control - CAD & CAM Certificate of Achievement (p. 272)
  - Industrial Maintenance Certificate of Achievement (p. 273)
  - Machine Technology Certificate of Achievement (p. 273)
  - Machinist Standard Associate of Science Degree (p. 273)
  - Machinist Standard Certificate of Achievement (p. 274)
  - Tool & Die Associate of Science Degree (p. 274)
  - Tool & Die Certificate of Achievement (p. 275)

#### MACH 010 1 Unit

##### Fundamentals of Industrial Maintenance

**Lecture:** 18 contact hours

This course covers orientation to the trade and tools of the trade for industrial maintenance mechanics.

**Associate Degree Applicable**

#### MACH 014 1 Unit

##### Craft Related Quantitative Skills

**Lecture:** 18 contact hours

This course is designed to give students the fundamental quantitative skills commonly used by industrial maintenance mechanics.

**Associate Degree Applicable**

#### MACH 016 1 Unit

##### Construction Print Reading

**Lecture:** 18 contact hours

This course is designed to give students the fundamental skills to read commonly used prints in construction by industrial maintenance mechanics.

**Associate Degree Applicable**

**MACH 018 1.5 Units****Gaskets, Pumps, and Valves****Lecture:** 27 contact hours

This course is designed to give students the fundamental skills in gaskets, packing, pumps, drivers, valves and lubrication used for industrial maintenance mechanics.

**Associate Degree Applicable****MACH 020 1.5 Units****Material Handling, and Support Equipment****Lecture:** 27 contact hours

This course is designed to give students the fundamental skills in material handling, hand rigging, mobile and support equipment used for industrial maintenance mechanics.

**Associate Degree Applicable****MACH 021 4 Units****Machine Shop I****Lecture:** 18 contact hours**Lab:** 162 contact hours**Advisory:** MACH 090 and MACH 120

This course includes basic machine shop practices, with an emphasis on Occupational Safety and Health Act (OSHA), basic shop mathematics, measurements, the correct use of basic machine tools, mills, lathes, saws, drill presses, and provides an introduction to National Institute for Metalworking Skills (NIMS) Standards Level I, Bench and Layout.

**Associate Degree Applicable****MACH 022 4 Units****Machine Shop II****Lecture:** 18 contact hours**Lab:** 162 contact hours**Advisory:** MACH 021

This course includes machine shop practices for students with a machining background. Emphasis is placed on mathematical speeds and feed formulas, boring processes on mills and lathes, tool grinding, National Institute for Metalworking Skills (NIMS) Standards. At the completion of this course, students will have completed certain NIMS certification competencies.

**Associate Degree Applicable****MACH 024 1 Unit****Introduction to Piping****Lecture:** 18 contact hours

This course is designed to give students the fundamental skills necessary to work with various types of piping on the job site. The material covered in this course is copper and plastic piping and an introduction to ferrous metal piping practices.

**Associate Degree Applicable****MACH 025 3 Units****General Machine Shop****Lecture:** 18 contact hours**Lab:** 108 contact hours

This introductory course instructs students in the basic set up and operating of the lathe, mill, saw, drill press, and grinder. Students will also learn safety, blueprint reading, measurement, shop math, tool grinding, and speed and feed calculations needed in machine shops.

**Associate Degree Applicable****MACH 026 1 Unit****Valve Maintenance and Testing****Lecture:** 18 contact hours

This course is designed to give students the fundamental maintenance knowledge necessary to work with various types of valves and perform basic hydrostatic and pneumatic testing on the jobsite.

**Associate Degree Applicable****MACH 028 1 Unit****Introduction to Bearings****Lecture:** 18 contact hours

This course is designed to give students the fundamental knowledge necessary to work with various types of bearings on the jobsite.

**Associate Degree Applicable****MACH 029 1 Unit****Basic Layout for Industrial Maintenance****Lab:** 54 contact hours

This course is designed to give students the fundamental skills necessary to do basic on-the-job layout for machinery repair and installation.

**Associate Degree Applicable****MACH 030 2 Units****Introduction to Steam Systems****Lecture:** 36 contact hours

This course is designed to give students the fundamental knowledge necessary to work with various types of steam systems commonly found on the jobsite.

**Associate Degree Applicable****MACH 032 1 Unit****Distillation Towers and Vessels****Lecture:** 18 contact hours

This course is designed to give students the fundamental knowledge necessary to work with various types of distillation towers and vessels commonly found on the jobsite.

**Associate Degree Applicable****MACH 034 1 Unit****Heaters and Cooling Towers****Lecture:** 18 contact hours

This course is designed to give students the fundamental knowledge necessary to work with various types of heaters, furnaces, heat exchanges, cooling towers and fin fans commonly found on the jobsite.

**Associate Degree Applicable****MACH 040 3 Units****Intermediate Three-Dimensional Computer Modeling****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** MACH 075

This course covers intermediate concepts and development of three-dimensional solid modeling and solid assembly modeling using a Computer Aided Drafting (CAD) solid modeling program.

**Associate Degree Applicable****MACH 041 4 Units****Advanced Mechanical Design Applications****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** ARCH 130 and MACH 075 and MACH 040

This course covers advanced modeling of machine parts in the various stages of manufacturing with required back-up items such as jigs, fixtures, weldments, tooling, molds and dies.

**Associate Degree Applicable**

**MACH 042 3 Units****Mechanical Design and Drafting I****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** ARCH 130 and MACH 075

This course covers the production of engineering drawings with primary orthographic views, section views, detail views and auxiliary views. Students will also become familiar with detailing of drawing views including dimensions, notes/labels and drawing formats.

**Associate Degree Applicable****MACH 043 4 Units****Mechanical Design and Drafting II****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** ARCH 130 and MACH 075 and MACH 042

This course covers advanced drawing techniques with a focus on mechanical applications. Advanced documentation/design practices including ASME Y14.5 tolerancing, symbol libraries, bills of material, and interface automation will be covered.

**Associate Degree Applicable****MACH 050 1 Unit****Electrical Safety and Hand Bending****Lecture:** 18 contact hours

This course covers safety rules as applied to handling and working with electrical systems and circuits including methods and procedures used in cutting, bending, and reaming conduit.

**Associate Degree Applicable****MACH 052 1 Unit****Fasteners and Electrical Theory****Lecture:** 18 contact hours

This course covers basic electrical theory and applications and installation procedures for various types of fasteners and anchors used in electrical systems and circuits.

**Associate Degree Applicable****MACH 054 2 Units****National Electrical Code (NEC) and Electrical Test Equipment****Lecture:** 36 contact hours

The course covers the application of electrical test equipment, the National Electrical Code (NEC), and raceway-fittings and accessories.

**Associate Degree Applicable****MACH 058 1 Unit****Electrical Print Reading and Wiring****Lecture:** 18 contact hours

This course covers the application of electrical print reading and the wiring of switches and receptacles used in residential, and commercial electricity.

**Associate Degree Applicable****MACH 060 1 Unit****Electrical Performance Testing****Lab:** 54 contact hours**Prerequisite:** MACH 050 and MACH 052 and MACH 054 and MACH 058

In this course students will have the opportunity to demonstrate the skills learned in the classroom under the guidance of journeyman and/or qualified personnel on the jobsite.

**Associate Degree Applicable****MACH 061 4 Units****Jig and Fixture Machining****Lecture:** 54 contact hours**Lab:** 54 contact hours**Advisory:** MACH 021 and MACH 090

This course includes the study of jig and fixture, design, and machining. Techniques to support conventional and computer numerical control (CNC) machining processes to improve manufacturing efficiency and productivity are explored.

**Associate Degree Applicable****MACH 062 3 Units****Computer Numerical Control Wire Electric Discharge Machine Set Up****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** MACH 160

This course provides the student with instruction in the concepts and practices associated with the set up, operation, and programming of Computer Numerical Control (CNC) Wire Electrical Discharge Machines (EDM).

**Associate Degree Applicable****MACH 070 3 Units****Computer Numerical Control Programming (CNC) I****Lecture:** 18 contact hours**Lab:** 108 contact hours**Advisory:** TECALC 087 and MACH 090

This course focuses on basic numerical control programming and emphasizes math used for toolpath geometry, and the use of a computer CNC Software simulator for verifying toolpath geometry calculations.

**Associate Degree Applicable****MACH 071 3 Units****Computer Numerical Control Programming II****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** MACH 070

This is an intermediate Computer Numerical Control (CNC) programming course which focuses on manual coding of various machine tool control languages. It includes programming concepts, and hands on manual programming to manufacture parts using Fanuc, Haas, and Mazak CNC machine tools.

**Associate Degree Applicable****MACH 072 3 Units****Computer Aided Design and Manufacturing Programming I****Lecture:** 18 contact hours**Lab:** 108 contact hours

This course includes the study and use of Mastercam software with emphasis on drawing 2-D models, construction and part design basics related to 2-D models, and part programming for Computer Numerical Control (CNC) lathes and mills.

**Associate Degree Applicable****MACH 073 3 Units****Computer Aided Design and Manufacturing Programming II****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** MACH 072

This course includes the study and use of Mastercam software, 3-D mill, solids, and lathe programming. Speeds, feeds, and tool path programming for generating G- code of complex surfaces are explored.

**Associate Degree Applicable**

**MACH 074 3 Units****Computer Numerical Control (CNC) Machining Setup and Operation****Lecture:** 18 contact hours**Lab:** 108 contact hours

This is an introductory course designed to teach the fundamental skills related to the setup and operation of Computer Numerically Controlled (CNC) machine tools. Safety, tool selection, speeds and feeds, machine and controller functions, and calculation and input of offsets, are also included.

**Associate Degree Applicable****MACH 075 3 Units****Introduction to Three-Dimensional Computer-Aided Design (3D-CAD)****Lecture:** 18 contact hours**Lab:** 108 contact hours

This course is an introduction to Computer Aided Design/SolidWorks (CAD) with emphasis on industry standards in preparation for certification in SolidWorks Associates (CSWA) Exam. Students will be introduced to 2-D drafting practices and techniques as well as 3-D solid modeling, using SolidWorks and its application in design and rapid prototyping.

**Associate Degree Applicable****MACH 076 3 Units****Computer Numerical Control (CNC) Parts Programming and Machining****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** MACH 074

This course covers manual programming techniques, calculations, and program development for Computer Numerical Control (CNC) mills, machining centers, and lathes. Up to three axis of control will be discussed. Students will test part programs on Computer Numerical Control (CNC) machines during laboratory hours.

**Associate Degree Applicable****MACH 077 3 Units****Advanced Computer Numerical Control (CNC) Machining****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** MACH 076

This course provides students with advanced instruction and practice in the concepts and practices associated with programming and set up of Computer Numerical Control (CNC) mills and lathes. Students will build upon prior experience with CNC machines to complete finished parts on Computer Numerical Control (CNC) mills and lathes having various control types. Students will run programs and practice set-up processes during lab time.

**Associate Degree Applicable****MACH 078 3 Units****Multiple Axis Computer Numerical Control (CNC) Set-Up and Operation Machining****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** MACH 077

This course provides students with instruction associated with the programming and set up of Computer Numerical Control (CNC) mills with four and five axis of control. Students will build upon prior experience with Computer Numerical Control (CNC) machines to complete finished parts on Computer Numerical Control (CNC) mills with four and five axis of control. Students will run programs and practice set-up processes during the laboratory.

**Associate Degree Applicable****MACH 090 3 Units****Mechanical Print Reading****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course is a study in print interpretation with an emphasis on terminology. It also includes sketching, precision metrology, and concepts related to mechanical drawing standards, language of the American Society of Mechanical Engineers (ASME) Y14 series 2014, and how these apply to the mechanical print inspection processes.

**Associate Degree Applicable****MACH 091 2 Units****Geometric Dimensioning & Tolerancing****Lecture:** 36 contact hours**Prerequisite:** MACH 090

This course covers Geometric Dimensioning and Tolerancing interpretation and use of ANSI Y14.5M standards applied to prints regarding industry and government standards.

**Associate Degree Applicable****MACH 098 1-4 Units****Machinist Technology Work Experience****WRKEX:** 300 contact hours

This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. Students work 5-20 hours per week to earn units using the following formula: For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. Students MUST be working for pay or volunteer before registering for a Work Experience class. NOTE: Only one section of Work Experience may be taken during a semester.

**MACH 120 2 Units****Machine Shop Theory****Lecture:** 36 contact hours

This is a lecture course with instruction in the fundamentals of industrial processes and machines that are required of the machinist. Shop safety practices, job planning, feeds and speeds, layout tools, hand tools, bench work, and metal-cutting machines are covered.

**Associate Degree Applicable****Transfers to CSU only****MACH 123 4 Units****Machine Shop III****Lecture:** 18 contact hours**Lab:** 162 contact hours**Advisory:** MACH 022

This course includes intermediate machine shop practices. Emphasis is placed on set up of machine tool accessories: steady rests, vises, rotary tables, indexers, and precision grinding accessories: precision vice, punch former, surface grinder radius dresser. At the completion of the course, students may qualify for National Institute for Metalworking Skills (NIMS).

**Associate Degree Applicable****Transfers to CSU only**

**MACH 124 4 Units****Machine Shop IV****Lecture:** 18 contact hours**Lab:** 162 contact hours**Advisory:** MACH 123

This course includes advanced machine shop practices. Emphasis is placed on high precision with low tolerance manufacturing, advanced math applications, special tool grinding, part indexing, and carbide applications. At the completion of the course, students should have completed the National Institute for Metalworking Skills (NIMS) certification competency tests in Manual Milling and Grinding Skills I.

**Associate Degree Applicable****Transfers to CSU only****MACH 129 3 Units****Manufacturing Processes****Lecture:** 54 contact hours

The course is designed to provide a basic understanding of the manufacturing process: need, scope, advantages, limitation, economics, application, materials, and manufacturing. An overview of different methods for industrial materials manufacturing processes including casting, imaging and coating, molding, forming, machining, joining, and additive manufacturing will be covered.

**Associate Degree Applicable****Transfers to CSU only****MACH 160 4 Units****Tool and Die****Lecture:** 18 contact hours**Lab:** 162 contact hours**Advisory:** MACH 075 and MACH 120 and MACH 123

This course includes the study and design of tool and die making processes; die cutting and forming; power presses dies for stamping and forming metal parts; and standards as outlined in the National Institute for Metalworking Skills (NIMS) standards.

**Associate Degree Applicable****Transfers to CSU only****MACH 600 Noncredit****Conventional Machine Lab****Lab:** 54 contact hours

This noncredit laboratory course provides practice on machine shop equipment. Students will work on individual projects which they will retain for their use. Training received in this course develops an ability to visualize and perform various functions necessary in the machine trade.

**MACH 601 Noncredit****Computer Numerical Control (CNC) Lab****Lab:** 9 contact hours

This noncredit laboratory course provides practice on CNC machine shop equipment. Students will work on individual projects which they will retain for their use. Training received in this course develops an ability to visualize and perform various functions necessary in the machine trade.

## Basic Machine Operator Certificate of Career Preparation

This certificate is designed to prepare students with basic entry-level machine operator skills, safety knowledge, theory, and quality control skills in manufacturing processes. Students obtaining this certificate will qualify for the first level certification in National Industry Metal Skills (NIMS).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| MACH 021                | Machine Shop I   | 4         |
| MACH 075                | Introduction to Three-Dimensional Computer-Aided Design (3D-CAD) | 3         |
| MACH 090                | Mechanical Print Reading   | 3         |
| MACH 120                | Machine Shop Theory  | 2         |
| <b>Total Units</b>      |  | <b>12</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Prepare a part for NIMS bench and layout certification
- Properly use hand grind cutting tools in machine tool cutting operations
- Generate a 3-D assembly from a detailed illustration
- Apply the formula for calculating feeds and speeds
- Calibrate a micrometer

## Basic Operation Computerized Numerical Control (CNC) Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in Computer Aided Manufacturing (CAM) programming, set up, and operation of Computer numerical control (CNC) machine tools.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| MACH 090                | Mechanical Print Reading                                       | 3         |
| MACH 025                | General Machine Shop   | 3         |
| MACH 072                | Computer Aided Design and Manufacturing Programming I          | 3         |
| MACH 073                | Computer Aided Design and Manufacturing Programming II         | 3         |
| MACH 070                | Computer Numerical Control Programming (CNC) I                 | 3         |
| MACH 074                | Computer Numerical Control (CNC) Machining Setup and Operation | 3         |
| <b>Total Units</b>      |  | <b>18</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Accurately hold tolerances to a given print within a 1/64th for fractions and within .001" for NIMS decimals
- Program a part print utilizing the Cartesian coordinate systems
- Download files from computer disks to machine control
- Generate a part model in SolidWorks from a detailed dimensioned illustration or a mechanical drawing
- Demonstrate basic procedures for the set-up and operation of lathes, milling machines, drill presses, saws, and grinders

## Computer Numerical Control - CAD & CAM Associate of Science Degree

To graduate with a specialization in Computer Numerical Control: CAD/CAM, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                                | Title  | Units     |
|-------------------------------------|--|-----------|
| <b>Required Courses</b>             |  |           |
| MACH 021                            | Machine Shop I   | 4         |
| MACH 022                            | Machine Shop II  | 4         |
| MACH 090                            | Mechanical Print Reading                                       | 3         |
| MACH 120                            | Machine Shop Theory  | 2         |
| MACH 123                            | Machine Shop III   | 4         |
| MACH 124                            | Machine Shop IV  | 4         |
| <b>Required Specialized Courses</b> |  |           |
| MACH 070                            | Computer Numerical Control Programming (CNC) I                 | 3         |
| MACH 071                            | Computer Numerical Control Programming II                      | 3         |
| MACH 072                            | Computer Aided Design and Manufacturing Programming I          | 3         |
| MACH 073                            | Computer Aided Design and Manufacturing Programming II         | 3         |
| MACH 074                            | Computer Numerical Control (CNC) Machining Setup and Operation | 3         |
| MACH 129                            | Manufacturing Processes  | 3         |
| <b>Total Units</b>                  |  | <b>39</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Accurately hold tolerances to a given print within a 1/64th for fractions and within .001" for NIMS decimals
- Program a part print utilizing the Cartesian coordinate systems

- Download files from computer disks to machine control
- Generate a part model in SolidWorks from a detailed dimensioned illustration or a mechanical drawing
- Demonstrate the use of a gage 2000 Browne & Sharpe coordinate measuring machine

## Computer Numerical Control - CAD & CAM Certificate of Achievement

This certificate is designed to prepare students for entry-level employment as production machinists working with complex Computer Numerical Control (CNC) cutting machines.

| Code                                | Title  | Units     |
|-------------------------------------|--|-----------|
| <b>Required Courses</b>             |  |           |
| MACH 021                            | Machine Shop I   | 4         |
| MACH 022                            | Machine Shop II  | 4         |
| MACH 090                            | Mechanical Print Reading                                       | 3         |
| MACH 120                            | Machine Shop Theory  | 2         |
| MACH 123                            | Machine Shop III   | 4         |
| MACH 124                            | Machine Shop IV  | 4         |
| TECALC 087                          | Technical Calculations   | 4         |
| <b>Required Specialized Courses</b> |  |           |
| MACH 070                            | Computer Numerical Control Programming (CNC) I                 | 3         |
| MACH 071                            | Computer Numerical Control Programming II                      | 3         |
| MACH 072                            | Computer Aided Design and Manufacturing Programming I          | 3         |
| MACH 073                            | Computer Aided Design and Manufacturing Programming II         | 3         |
| MACH 074                            | Computer Numerical Control (CNC) Machining Setup and Operation | 3         |
| MACH 129                            | Manufacturing Processes  | 3         |
| <b>Total Units</b>                  |  | <b>43</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Accurately hold tolerances to a given print within a 1/64th for fractions and within .001" for NIMS decimals
- Program a part print utilizing the Cartesian coordinate systems
- Download files from computer disks to machine control
- Generate a part model in SolidWorks from a detailed dimensioned illustration or a mechanical drawing
- Demonstrate the use of a gage 2000 Browne & Sharpe coordinate measuring machine



## Industrial Maintenance Certificate of Achievement

Industrial Maintenance certified trainees are needed in every industry that uses machinery, from automotive assembly plants to crane manufacturers. Technicians who successfully complete these courses may receive industrial maintenance certificate. Certified technicians will be able to demonstrate specialized skills and will have more opportunities for career advancement. Technicians who successfully complete some of the NCCER (National Center of Construction Education and Research) modules will receive credit toward this certificate and vice versa.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| MACH 010                | Fundamentals of Industrial Maintenance                       | 1         |
| MACH 014                | Craft Related Quantitative Skills                            | 1         |
| MACH 016                | Construction Print Reading                                   | 1         |
| MACH 018                | Gaskets, Pumps, and Valves                                   | 1.5       |
| MACH 020                | Material Handling, and Support Equipment                     | 1.5       |
| MACH 024                | Introduction to Piping                                       | 1         |
| MACH 026                | Valve Maintenance and Testing                                | 1         |
| MACH 028                | Introduction to Bearings                                     | 1         |
| MACH 029                | Basic Layout for Industrial Maintenance                      | 1         |
| MACH 030                | Introduction to Steam Systems                                | 2         |
| MACH 032                | Distillation Towers and Vessels                              | 1         |
| MACH 034                | Heaters and Cooling Towers                                   | 1         |
| MACH 050                | Electrical Safety and Hand Bending                           | 1         |
| MACH 052                | Fasteners and Electrical Theory                              | 1         |
| MACH 054                | National Electrical Code (NEC) and Electrical Test Equipment | 2         |
| MACH 058                | Electrical Print Reading and Wiring                          | 1         |
| MACH 060                | Electrical Performance Testing                               | 1         |
| WELD 012                | Oxy-Fuel Welding   | 2         |
| <b>Total Units</b>      |  | <b>22</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate the proper use and basic maintenance of selected industrial maintenance tools
- Use layout tools for repairing or modifying machinery and sheet metal
- Safely use test equipment to take measurements

## Machine Technology Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in manufacturing using machine tools such as lathes, milling machines, and spindles to produce precision metal parts.

| Code                    | Title                    | Units     |
|-------------------------|--------------------------|-----------|
| <b>Required Courses</b> |                          |           |
| MACH 021                | Machine Shop I           | 4         |
| MACH 022                | Machine Shop II          | 4         |
| MACH 090                | Mechanical Print Reading | 3         |
| MACH 120                | Machine Shop Theory      | 2         |
| MACH 123                | Machine Shop III         | 4         |
| MACH 124                | Machine Shop IV          | 4         |
| TECALC 087              | Technical Calculations   | 4         |
| <b>Total Units</b>      |                          | <b>25</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Properly use hand grind cutting tools in machine tool cutting operations
- Set up a lathe to cut an external thread
- Demonstrate metrology utilizing precision measuring tools including steel rule, calipers, micrometer, surface plate, height gage, test indicators, etc.
- Calculate angles for work set-up
- Set up and operate a rapid indexing head
- Set part in surface grinder and grind a compound angle

## Machinist Standard Associate of Science Degree

This degree is designed to prepare students for entry-level employment in manufacturing using advanced setup techniques on machine tools such as lathes, mills, and grinders to produce close tolerance precision parts.

| Code                    | Title                                | Units     |
|-------------------------|--------------------------------------|-----------|
| <b>Required Courses</b> |                                      |           |
| MACH 021                | Machine Shop I                       | 4         |
| MACH 022                | Machine Shop II                      | 4         |
| MACH 090                | Mechanical Print Reading             | 3         |
| MACH 091                | Geometric Dimensioning & Tolerancing | 2         |
| MACH 120                | Machine Shop Theory                  | 2         |
| MACH 123                | Machine Shop III                     | 4         |
| MACH 124                | Machine Shop IV                      | 4         |
| MACH 129                | Manufacturing Processes              | 3         |
| <b>Total Units</b>      |                                      | <b>26</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify numerous hand tools
- Identify the different classifications and properties of ferrous and non-ferrous materials
- Demonstrate the process of indicating a machine head to the table with an accuracy of .0005"
- Identify features in orthographic multi-views

# Machinist Standard Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in manufacturing using advanced setup techniques on machine tools such as lathes, mills, and grinders to produce close tolerance precision parts.

| Code                    | Title                                | Units     |
|-------------------------|--------------------------------------|-----------|
| <b>Required Courses</b> |                                      |           |
| MACH 021                | Machine Shop I                       | 4         |
| MACH 022                | Machine Shop II                      | 4         |
| MACH 123                | Machine Shop III                     | 4         |
| MACH 124                | Machine Shop IV                      | 4         |
| MACH 120                | Machine Shop Theory                  | 2         |
| MACH 090                | Mechanical Print Reading             | 3         |
| MACH 091                | Geometric Dimensioning & Tolerancing | 2         |
| MACH 129                | Manufacturing Processes              | 3         |
| <b>Total Units</b>      |                                      | <b>26</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify numerous hand tools
- Identify the different classifications and properties of ferrous and non-ferrous materials
- Demonstrate the process of machine head to the table with an accuracy of .0005"
- Identify features in orthographic views

# Tool & Die Associate of Science Degree

To graduate with a specialization in Tool and Die, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                                | Title                     | Units     |
|-------------------------------------|---------------------------|-----------|
| <b>Required Courses</b>             |                           |           |
| MACH 021                            | Machine Shop I            | 4         |
| MACH 022                            | Machine Shop II           | 4         |
| MACH 090                            | Mechanical Print Reading  | 3         |
| MACH 120                            | Machine Shop Theory       | 2         |
| MACH 123                            | Machine Shop III          | 4         |
| MACH 124                            | Machine Shop IV           | 4         |
| <b>Required Specialized Courses</b> |                           |           |
| MACH 061                            | Jig and Fixture Machining | 4         |
| MACH 129                            | Manufacturing Processes   | 3         |
| MACH 160                            | Tool and Die              | 4         |
| <b>Total Units</b>                  |                           | <b>32</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate safety by passing NIMS and OSHA safety
- Read and perform work according to blueprints or drawing sheets
- Operate machinery to complete a task with precision and accuracy

## Tool & Die Certificate of Achievement Mathematics

This certificate is designed to prepare students for entry-level employment in producing tools, dies, and special guiding and holding devices that enable machines to manufacture a variety of products used daily - from clothing to furniture to heavy equipment and parts for aircraft.

| Code                                | Title                     | Units     |
|-------------------------------------|---------------------------|-----------|
| <b>Required Courses</b>             |                           |           |
| MACH 021                            | Machine Shop I            | 4         |
| MACH 022                            | Machine Shop II           | 4         |
| MACH 090                            | Mechanical Print Reading  | 3         |
| MACH 120                            | Machine Shop Theory       | 2         |
| MACH 123                            | Machine Shop III          | 4         |
| MACH 124                            | Machine Shop IV           | 4         |
| TECALC 087                          | Technical Calculations    | 4         |
| <b>Required Specialized Courses</b> |                           |           |
| MACH 061                            | Jig and Fixture Machining | 4         |
| MACH 129                            | Manufacturing Processes   | 3         |
| MACH 160                            | Tool and Die              | 4         |
| <b>Total Units</b>                  |                           | <b>36</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Demonstrate safety by passing NIMS and OSHA safety
- Read and perform work according to blueprints or drawing sheets
- Operate machinery to complete a task with precision and accuracy

The Mathematics Department offers coursework in all levels of mathematics from arithmetic through differential equations and linear algebra. Students seeking improvement in their basic mathematical skills and those desiring development of advanced mathematical methods can all find meaningful activities in the mathematics program. While there are job opportunities in pure mathematics, there are even more in education, business, engineering, and other technical fields that rely on mathematics. Students planning to transfer to a four-year institution and major in mathematics or a related field should consult with a counselor regarding the transfer process and lower division requirements.

### Sequence of Mathematics Courses at SBVC

Students pursuing an AS-T in Mathematics or a STEM major are recommended to follow the STEM track sequence. Non-STEM majors should take a course in the non-STEM track, if required. Please contact a counselor to see what course is appropriate for your educational goals. Eligibility to enroll in a mathematics course is subject to the SBVC Self-Guided Placement. Please contact a counselor for details.

| Code   | Title                           | Units |
|--|---------------------------------|-------|
| <b>STEM Track</b>  |                                 |       |
| MATH 102   | College Algebra <sup>1</sup>    | 4     |
| MATH 103   | Plane Trigonometry <sup>1</sup> | 4     |
| MATH 151   | Precalculus                     | 4     |
| MATH 250   | Single Variable Calculus I      | 4     |
| MATH 251   | Single Variable Calculus II     | 4     |
| MATH 252   | Multivariable Calculus          | 5     |
| MATH 265   | Linear Algebra                  | 4     |
| MATH 266   | Ordinary Differential Equations | 4     |
| Note: MATH 102 and MATH 103 can be taken simultaneously. |                                 |       |

| Code                  | Title   | Units |
|-----------------------|---|-------|
| <b>Non-STEM Track</b> |   |       |
| MATH 108              | Introduction to Probability and Statistics <sup>2</sup> | 4     |
| MATH 115              | Ideas of Mathematics <sup>2</sup>                       | 3     |
| MATH 141              | Business Calculus <sup>1,2</sup>                        | 4     |
| MATH 102              | College Algebra <sup>1,2</sup>                          | 4     |
| MATH 103              | Plane Trigonometry <sup>1,2</sup>                       | 4     |

<sup>1</sup> Be advised, this course assumes a student has completed Intermediate Algebra or Algebra 2, or an equivalent such as Math III.

<sup>2</sup> Please contact a counselor to see if this course is appropriate to your educational goals.

| Code                    | Title   | Units |
|-------------------------|---|-------|
| <b>Remedial Courses</b> |   |       |
| MATH 601                | Independent Lab for Fundamental Mathematical Skills | 0     |
| MATH 942                | Arithmetic  | 3     |
| MATH 952                | Prealgebra  | 4     |
| MATH 962                | Arithmetic and Prealgebra                           | 5     |
| MATH 090                | Elementary Algebra                                  | 4     |
| MATH 095                | Intermediate Algebra                                | 4     |
| MATH 096                | Elementary and Intermediate Algebra                 | 5     |

| Code   | Title                               | Units |
|--|-------------------------------------|-------|
| <b>Support Courses</b>   |                                     |       |
| MATH 602   | Support for College Algebra         | 0     |
| MATH 608   | Support for Introductory Statistics | 0     |
| Note: MATH 602 and MATH 608 are taken simultaneously with MATH 102 and MATH 108; respectively. |                                     |       |

## ALEKS Lab

This lab is located in PS - 131 and is for students enrolled in MATH 601, Independent Lab for Fundamental Mathematical Skills. Students interested in enrolling in this course must consult with a STEM counselor: <http://www.sbvstem.org/stem-counseling.php>

### The benefits from the ALEKS lab include:

- Support for non-tradition/traditional students
- Acknowledge the level of strength and weakness in mathematics
- One-on-one tutoring in Mathematics

## Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)

Division Phone Number: (909) 384-8520

Faculty Chair: Anthony Castro ([acastro@valleycollege.edu](mailto:acastro@valleycollege.edu)), M.S.

- 
- Mathematics Associate of Science Transfer Degree (p. 278)

### MATH 090 4 Units

#### Elementary Algebra

**Lecture:** 72 contact hours

This course includes the basic concepts typically introduced in high school algebra, including operations on polynomials, exponents, solving linear and quadratic equations, linear inequalities, system linear of equations, word problems, factoring, rational expressions, and graphing linear equations.

**Associate Degree Applicable**

### MATH 095 4 Units

#### Intermediate Algebra

**Lecture:** 72 contact hours

This course includes finding solutions to quadratic equations and inequalities, rational exponents and radicals, solving linear systems of equations and inequalities, functions, exponential and logarithm functions, and application problems.

**Associate Degree Applicable**

### MATH 096 5 Units

#### Elementary and Intermediate Algebra

**Lecture:** 90 contact hours

This combined course in algebra includes the concepts typically introduced in Elementary and Intermediate Algebra. This course includes factoring, rules of exponents, operations on polynomials, rational expressions, and radical expressions. Topics also consist of finding solutions to equations, such as linear, quadratic, rational, radical, exponential and logarithmic. Additional topics include inequalities (linear, quadratic, and rational), solving linear systems of equations and inequalities, functions, and application problems.

**Associate Degree Applicable**

### MATH 102 4 Units

#### College Algebra

**Lecture:** 72 contact hours

**Prerequisite:** MATH 095 or MATH 096 or eligibility for MATH 102 as determined through the SBVC assessment process.

This course is designed for students with a strong foundation in algebra. It includes the study of polynomial rational functions and inequalities, exponential and logarithmic functions, conics, systems of nonlinear equations and inequalities, and an introduction to sequences, series, and the Binomial Theorem.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** MATH 150/151

### MATH 103 4 Units

#### Plane Trigonometry

**Lecture:** 72 contact hours

**Prerequisite:** MATH 095 or MATH 096 or eligibility for MATH 103 as determined through the SBVC assessment process.

This course provides a study of trigonometric functions, identities, trigonometric equations, periodicity, graphs of trigonometric functions, inverse trigonometric functions, solving right triangles, solving triangles using the Law of Cosines and Law of Sines, polar coordinates, and an introduction to vectors.

**Associate Degree Applicable**

**Transfers to CSU only**

**C-ID:** MATH 851

### MATH 108 4 Units

#### Introduction to Probability and Statistics

**Lecture:** 72 contact hours

**Prerequisite:** MATH 095 or MATH 096 or eligibility for MATH 108 as determined through the SBVC assessment process.

This course is an introduction to probability, descriptive and inferential statistics, with applications to the natural sciences, life science, health science, education, business, economics, and the behavioral sciences.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** MATH 110

### MATH 115 3 Units

#### Ideas of Mathematics

**Lecture:** 54 contact hours

**Prerequisite:** MATH 095 or MATH 096 or eligibility for MATH 115 as determined through the SBVC assessment process.

This course includes sets, propositional logic, inductive reasoning and applications, mathematical patterns, counting methods, and finite probability spaces.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### MATH 141 4 Units

#### Business Calculus

**Lecture:** 72 contact hours

**Prerequisite:** MATH 095 or MATH 096 or eligibility for MATH 141 as determined through the SBVC assessment process.

**Advisory:** MATH 102

This course is a study of calculus techniques with emphasis placed on concepts related to business and management solutions. Additional applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**MATH 151 4 Units****Precalculus****Lecture:** 72 contact hours**Prerequisite:** MATH 102 and MATH 103 or eligibility for MATH 151 as determined through the SBVC assessment process.

This course provides foundational skills to facilitate success in calculus. Topics include polynomials and rational functions, exponential and logarithmic functions, systems of nonlinear equations and inequalities, parametric and polar equations, trigonometric functions, and limits.

**Associate Degree Applicable****Transfers to both UC/CSU****MATH 180 4 Units****Introduction to Data Science****Lecture:** 72 contact hours**Prerequisite:** MATH 108

Introductory course on data collection and management, data manipulation, data modeling, statistical inference, and statistical modeling with data. Students will gain experience using a computer programming language (e.g. Python, R, etc.) to carry out statistical analysis.

**Associate Degree Applicable****Transfers to both UC/CSU****MATH 222 1-3 Units****Independent Study in Mathematics****DIR:** 54 contact hours**Prerequisite:** MATH 095 or MATH 096

Students with previous course work in mathematics may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of mathematics. Prior to registration, a written contract must be jointly prepared by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only****MATH 250 4 Units****Single Variable Calculus I****Lecture:** 72 contact hours**Prerequisite:** MATH 151 or eligibility for MATH 250 as determined through the SBVC assessment process.

This is a first course in calculus, including limits, continuity, derivatives of algebraic and transcendental functions, applications of derivatives, antiderivatives, the Fundamental Theorem of Calculus, definite integrals and their applications.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MATH 211/900S**MATH 251 4 Units****Single Variable Calculus II****Lecture:** 72 contact hours**Prerequisite:** MATH 250

This second course in calculus provides further application of definite integrals, differentiation and integration of transcendental functions, techniques of integration, L'Hopital's rule and improper integrals, infinite sequences and series, Taylor and power series, polar and parametric equations.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MATH 221/900S**MATH 252 5 Units****Multivariable Calculus****Lecture:** 90 contact hours**Prerequisite:** MATH 251

This third course in calculus includes vectors, lines, and simple surfaces in three-dimensional space, some linear algebra topics, vector-valued functions, partial derivatives, multiple integrals, line integrals and Green's Theorem, surface integrals and the theorems of Gauss and Stokes.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MATH 230**MATH 265 4 Units****Linear Algebra****Lecture:** 72 contact hours**Prerequisite:** MATH 250

This course provides an introduction to linear algebra that complements advanced courses in calculus. Topics include systems of linear equations, matrix operations, determinants, vectors and vector spaces, eigenvalues and eigenvectors, and linear transformations.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MATH 250/910S**MATH 266 4 Units****Ordinary Differential Equations****Lecture:** 72 contact hours**Prerequisite:** MATH 251**Advisory:** MATH 252

The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and techniques for obtaining solutions, including, series solutions, and singular points, Laplace transforms and linear systems.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MATH 240/910S**MATH 601 Noncredit****Independent Lab for Fundamental Mathematical Skills****Lab:** 54 contact hours

This noncredit course is offered as a study or review of the fundamental concepts of arithmetic, prealgebra, beginning algebra, and intermediate algebra as appropriate based on individual student needs. The course is intended for students who need to refresh their math skills prior to taking a college level math course.

**MATH 602 Noncredit****Support for College Algebra****Lab:** 54 contact hours**Corequisite:** MATH 102

This noncredit course is a review of the prerequisite skills essential for college algebra. This course includes a review of topics covered in elementary and intermediate algebra as appropriate, based on individual student needs. The course is intended for students who need to refresh their math skills while enrolled in a college algebra math course to be used for just in time remediation.

**MATH 608 Noncredit  
Support for Introductory Statistics****Lab:** 54 contact hours**Corequisite:** MATH 108

This noncredit course is a review of the prerequisite skills essential for statistics. This course includes a review of topics covered in arithmetic and algebra as appropriate, based on individual student needs. The course is intended for students who need to refresh their math skills while enrolled in an introductory statistics course to be used for just in time remediation.

**MATH 651 Noncredit  
Support for Precalculus****Lecture:** 18 contact hours**Corequisite:** MATH 151

This noncredit course is a review of the prerequisite skills essential for precalculus. This course includes a review of topics covered in elementary algebra, intermediate algebra, college algebra, and trigonometry as appropriate, based on individual student needs. The course is intended for students who need to refresh their math skills while enrolled in a precalculus math course to be used for just in time remediation.

**MATH 942 3 Units  
Arithmetic****Lecture:** 54 contact hours

This course is a basic skills course in arithmetic including the fundamental operations of whole numbers, fractions, decimals, ratios, proportions, and percents.

**MATH 952 4 Units  
Prealgebra****Lecture:** 72 contact hours

This course is an introduction to mathematical properties; exponential notation; linear equations in one variable; algebraic word problems; variables; polynomials; and the appropriate operation rules for rational numbers, whole numbers and integers; an emphasis on speaking, listening, reading, and writing in communicable mathematics terminology.

**MATH 962 5 Units  
Arithmetic and Prealgebra****Lecture:** 90 contact hours

This course is an introduction to mathematical properties, including the fundamental operations of whole numbers, integers, fractions, decimals, ratios, proportions, and percent. Topics also include exponential notation, linear equations in one variable, algebraic word problems, variables, polynomials, and the appropriate operation rules for rational numbers, whole numbers and integers.

# Mathematics Associate of Science Transfer Degree

Mathematics is one of the oldest sciences. Mathematicians usually work in two general areas of mathematics, theoretical or applied mathematics. Mathematicians expand mathematical knowledge, by discovering mathematical principles or expanding on known mathematical theory. Mathematicians develop models indirectly or directly to solve problems in other fields such as business, chemistry, biology, physics, engineering, statistics, computer science, and other sciences.

An AS-T degree in mathematics includes a general study of calculus, with additional study in linear algebra, differential equations, or computer science. The degree will prepare students to successfully complete additional study in mathematics at CSU.

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.

To earn this Mathematics AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- Completion of a minimum of 60 CSU transferrable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning on transferring to a four-year institution and major in Early Childhood Education should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title                                      | Units        |
|--|--|--------------|
| <b>Required Courses</b>  |  |              |
| MATH 250   | Single Variable Calculus I                 | 4            |
| MATH 251   | Single Variable Calculus II                | 4            |
| MATH 252   | Multivariable Calculus                     | 5            |
| <b>Select 8 units from Lists A and B, with at least 4 units from List A.</b> |  |              |
| <b>List A: Select one to two courses from the following</b>                  |  |              |
| MATH 265   | Linear Algebra                             | 4            |
| MATH 266   | Ordinary Differential Equations            | 4            |
| <b>List B: Select one course from the following</b>                          |  |              |
| CS 190   | Programming in C++                         | 4            |
| PHYSIC 202   | Physics I                                  | 4            |
| MATH 108   | Introduction to Probability and Statistics | 4            |
| or ECON 208  | Business and Economic Statistics           |              |
| <b>Code</b>  | <b>Title</b>                               | <b>Units</b> |
| <b>Major Total</b>   |  | <b>21</b>    |
| <b>Total Units That May Be Double Counted</b>                                |  | <b>3</b>     |

|   |           |
|---|-----------|
| General Education (CSU-GE or IGETC) Units | 37-39     |
| Elective (CSU Transferable) Units         | 3-5       |
| <b>Total Units</b>                        | <b>60</b> |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Apply mathematical rules to manipulate mathematical expressions
- Differentiate between theoretical and applied mathematical concepts
- Integrate mathematical concepts and principles to other science disciplines
- Model a real world problem using a mathematical model

## Modern Languages

The Modern Languages Department offers beginning, intermediate and advanced courses in Arabic, American Sign Language (ASL), Chinese (Mandarin), French and Spanish. Arabic, Chinese, French and Spanish are among the top ten most spoken languages in the U.S. and American Sign Language is the native language used by the Deaf community in the U.S. and parts of Canada. The primary objective of the Modern Languages Department is to teach language and culture at a level allowing one to communicate and interact with the community appropriately. Instruction emphasizes communication and cultural competency. The study of language may assist individuals seeking employment within, or in support of, various linguistic communities. Areas of employment benefitting from language and cultural competency may include Nursing, Human Services, Education, Business and Sales, and more. Students transferring for a Modern Language B.A. should consult a counselor regarding course requirements.

### Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chairs: Davena Burns-Peters ([dburns@sbccd.edu](mailto:dburns@sbccd.edu)), B.E. and Nori Sogomonian ([nsogomon@sbccd.edu](mailto:nsogomon@sbccd.edu)), Ed.D.

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### Spanish Course Tracks

| Code                                  | Title   | Units |
|---------------------------------------|---|-------|
| <b>Spanish Heritage Speaker Track</b> |   |       |
| SPAN 157                              | Spanish for Heritage Speakers I <sup>1</sup>  | 4     |
| SPAN 158                              | Spanish for Heritage Speakers II <sup>2</sup> | 4     |
| <b>Spanish Language Learner Track</b> |   |       |
| SPAN 101                              | College Spanish I                             | 5     |
| SPAN 102                              | College Spanish II                            | 5     |
|                                       | or SPAN 102H College Spanish II - Honors      |       |
| SPAN 103                              | College Spanish III                           | 4     |
|                                       | or SPAN 103H College Spanish III - Honors     |       |
| SPAN 104                              | College Spanish IV                            | 4     |

<sup>1</sup> SPAN 103 and SPAN 103H are equivalent to SPAN 157

<sup>2</sup> SPAN 104 is equivalent to SPAN 158

### American Sign Language (ASL)

American Sign Language is the natural language of the Deaf community and is the foundation of Deaf Culture. American Sign Language is used by an estimated 2,500,000 members of the Deaf community in North America. American Sign Language is identified as a legitimate language with its own linguistic properties and grammar. American Sign Language courses are designed to help students develop level-appropriate linguistic, communicative, and cultural competence. Comprehension and expressive practice of American Sign Language occurs within culturally relevant contexts. San Bernardino Valley College offers first, second, third and fourth semester of American Sign Language courses, which are degree, CSU and UC applicable. For those seeking a career as an ASL interpreter, this coursework is the first step in transferring to an interpreter education program.

**ASL 109 4 Units****American Sign Language I****Lecture:** 72 contact hours

In this course students develop communication skills in American Sign Language including the alphabet, basic vocabulary and grammar of ASL. Both receptive and expressive abilities are emphasized. Students review the characteristics of the deaf community and culture.

**Associate Degree Applicable****Transfers to both UC/CSU****ASL 110 4 Units****American Sign Language II****Lecture:** 72 contact hours**Prerequisite:** ASL 109

The course is second in a series of four ASL courses designed for the student to develop proficiency in ASL usage. Students continue to develop basic conversational skills with emphasis on expanding vocabulary and comprehension/production skills. There are four basic categories: cultural awareness, grammatical features, vocabulary development, and conversational skills.

**Associate Degree Applicable****Transfers to both UC/CSU****ASL 111 4 Units****American Sign Language III****Lecture:** 72 contact hours**Prerequisite:** ASL 110

Students continue to develop conversational skills in American Sign Language and expand their vocabulary and grammar of ASL. Students review primary issues in deaf culture and strengthen their understanding of deaf awareness. Emphasis is on idiomatic constructions as well as comprehension and production skills.

**Associate Degree Applicable****Transfers to both UC/CSU****ASL 112 4 Units****American Sign Language IV****Lecture:** 72 contact hours**Prerequisite:** ASL 111

This course is designed to help students acquire communicative competency in American Sign Language, both comprehension and production skills within the contexts of literature and storytelling. Emphasis is on cultural awareness, grammatical features, vocabulary development, and conversational skills.

**Associate Degree Applicable****Transfers to both UC/CSU****Arabic**

Modern Arabic is an official United Nations language that is used across 22 countries with over 300 million native speakers. From Tangier to Cairo, and Sudan to Syria, this sacred language is the key to understanding the cultural and historical diversity of the Arabic world. The objectives of Arabic courses are level-appropriate linguistic competence and increased awareness of Arabic culture. Courses in Arabic include the study of essentials of pronunciation including the Arabic alphabet, symbols and sounds, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic-speaking people. SBVC offers a first and second semester of Arabic language courses, which are degree, CSU and UC applicable.

**ARAB 101 5 Units****College Arabic I****Lecture:** 90 contact hours

This course includes the study of essentials of pronunciation including the Arabic alphabet, symbols and sounds, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic-speaking people. This course corresponds to two years of high school study.

**Associate Degree Applicable****Transfers to both UC/CSU****ARAB 102 5 Units****College Arabic II****Lecture:** 90 contact hours**Prerequisite:** ARAB 101

In this course students continue to develop the ability to converse, read and write in Arabic. The course includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to the key social issues and culture of Arabic speaking people.

**Associate Degree Applicable****Transfers to both UC/CSU****Chinese**

Mandarin is one of the most widely spoken languages in the world currently spoken by nearly one-fifth of the world's population. Because of its influence in diplomacy, Chinese has become one of the most requested languages after Spanish. Given its universality, Mandarin is a useful language in a global society and economy. SBVC offers a first and second semester of Mandarin Chinese language courses. Courses are designed to help students develop communicative and cultural competence. Students practice listening, speaking, reading, and writing Chinese in culturally relevant contexts. SBVC offers a first and second semester of Chinese Mandarin language courses, which are degree, CSU and UC applicable.

**CHIN 101 5 Units****College Mandarin Chinese I****Lecture:** 90 contact hours

In this course students develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns along with an introduction to the Chinese history, culture, and the geography of the Chinese speaking world.

**Associate Degree Applicable****Transfers to both UC/CSU****CHIN 102 5 Units****College Mandarin Chinese II****Lecture:** 90 contact hours**Prerequisite:** CHIN 101

In this course students will continue to develop four major linguistic skills: listening comprehension, speaking, reading and writing in Mandarin Chinese at the beginning/intermediate level. The course includes the study of essentials of pronunciation, vocabulary and grammatical patterns and expands upon the history, culture, and the geography of the Chinese speaking world.

**Associate Degree Applicable****Transfers to both UC/CSU****French**

Modern French is spoken in 29 countries, covering five continents, an honor shared only with English. A language of philosophy, political revolution,



and romance, it is the source of considerable pride for over 275 million native speakers. Because of its political and economic strengths, French is the third most widely used language on the Internet. The objectives of French courses are level-appropriate linguistic competence and increased awareness of Francophone culture. SBVC offers a first and second semester of French language courses, which are degree, CSU and UC applicable.

#### **FRENCH 101 5 Units**

##### **College French I**

**Lecture:** 90 contact hours

In this course students develop the ability to converse, read and write in French. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the culture of French-speaking peoples. This course corresponds to two years of high school study.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

#### **FRENCH 102 5 Units**

##### **College French II**

**Lecture:** 90 contact hours

**Prerequisite:** FRENCH 101

This course provides students the opportunity to continue to develop conversational, reading and writing skills in French with special emphasis on past tense verbs, grammar, vocabulary expansion and cultural applications of the French language.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

## **Spanish**

Spanish is the language of 560 million people around the world. It is a culturally rich and historically significant language, the use of which spans no less than 3 continents and 20+ countries. Spanish is the second most spoken language in the United States, and it is the dominant language in many neighboring countries in the Western Hemisphere. The objectives of Spanish courses are level-appropriate linguistic competence and increased awareness of Hispanic culture. Classroom methods incorporate critical thinking and the direct oral approach. Assignments are based on lectures, reading, presentations and individual research. Activities may include homework, workbooks, journals, documentaries, movies, compositions, presentations, interviews, cultural discussions, etc.

The Spanish AA-T is a great first, or second major because fluency is a valuable skill in most professional fields. Advanced Spanish courses are divided into Spanish for Learners and Spanish for Heritage Speakers. Language courses are taken for personal or professional reasons, and/or to meet foreign language degree requirements including the SBVC AA-T degree for Spanish. All courses are transfer level and articulated with CSU/UC systems.

#### **SPAN 101 5 Units**

##### **College Spanish I**

**Lecture:** 90 contact hours

In this course, students will develop the ability to converse, read, and write in Spanish. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the cultures of Spanish speaking countries. This course corresponds to the first two years of high school study.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 100

#### **SPAN 102 5 Units**

##### **College Spanish II**

**Lecture:** 90 contact hours

**Prerequisite:** SPAN 101

In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 110

#### **SPAN 102H 5 Units**

##### **College Spanish II - Honors**

**Lecture:** 90 contact hours

**Prerequisite:** SPAN 101

In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 110

#### **SPAN 103 4 Units**

##### **College Spanish III**

**Lecture:** 72 contact hours

**Prerequisite:** SPAN 102 or SPAN 102H

In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 200

#### **SPAN 103H 4 Units**

##### **College Spanish III - Honors**

**Lecture:** 72 contact hours

**Prerequisite:** SPAN 102 or SPAN 102H

In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 200

#### **SPAN 104 4 Units**

##### **College Spanish IV**

**Lecture:** 72 contact hours

**Prerequisite:** SPAN 103 or SPAN 103H or SPAN 157

This course develops language skills through reading, discussion, analysis, and writing about culturally representative works from Spain and Latin America. Emphasis is on composition and literature as an expression of culture.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 210

**SPAN 157 4 Units****Spanish for Heritage Speakers I****Lecture:** 72 contact hours**Advisory:** SPAN 102 or SPAN 102H

This course is intended for students with native or near-native proficiency in spoken Spanish. Reading and writing standard literary Spanish is emphasized. Students will develop an increased understanding of academic vocabulary, grammar, orthography, and punctuation. Oral proficiency will also be strengthened. Analyzing and discussing topical, cultural and historically significant texts will allow students to increase cultural awareness of the Spanish-speaking world and to sharpen critical thinking skills. The course is conducted in Spanish.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SPAN 220**SPAN 158 4 Units****Spanish for Heritage Speakers II****Lecture:** 72 contact hours**Prerequisite:** SPAN 157

This course is designed for students who already communicate in Spanish and who want to develop and strengthen reading and writing skills with special emphasis on vocabulary expansion, through reading, discussion, and analysis of culturally representative works from Spain and Latin America. Emphasis is on correct usage of standard Spanish. Course is conducted primarily in Spanish, producing skills equivalent to Spanish 104.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SPAN 230

## Spanish Associate of Arts Transfer Degree

The Associate in Arts-Transfer (AA-T) degree in Spanish has a threefold purpose. It is designed to help students: increase proficiency in the language; understand the cultures of the Spanish-speaking world; and, meet the requirements for completion of the bachelor's degree in the CSU/UC systems. Students who complete the Spanish AA-T will have a solid foundation in reading, writing, speaking, and comprehending Spanish. Additionally, they will have developed a deeper awareness and understanding of the unique and diverse cultural milieu of Latin America and Spain. The skills acquired will help students prepare for a variety of careers in areas where a knowledge of Spanish is desirable, such as business, healthcare, journalism, education, communications, public safety, and more.

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. To earn this Spanish AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Spanish should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title   | Units |
|--|---|-------|
| <b>Required Core Courses (18 Units) <sup>1</sup></b> |   |       |
| SPAN 101   | College Spanish I   | 5     |
| SPAN 102   | College Spanish II  | 5     |
|  | or SPAN 102H College Spanish II - Honors                  |       |
| SPAN 103   | College Spanish III                                       | 4     |
|  | or SPAN 103H College Spanish III - Honors                 |       |
|  | or SPAN 157 Spanish for Heritage Speakers I               |       |
| SPAN 104   | College Spanish IV  | 4     |
|  | or SPAN 158 Spanish for Heritage Speakers II              |       |
| <b>List A - Select one of the following:</b>         |   |       |
| ENGL 163   | Chicana/o Literature                                      | 3     |
|  | or ETHS 163 Chicana/o Literature                          |       |
| HIST 140   | Chicano Experiences in U.S. History                       | 3     |
|  | or HIST 140H Chicano Experiences in U.S. History - Honors |       |
|  | or ETHS 140 Chicano Experiences in U.S. History           |       |
|  | or ETHS 140H Chicano Experiences in U.S. History - Honors |       |
| HIST 150   | Introduction to Latin American History                    | 3     |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>21</b>    |
| <b>Total Units that may be Double-Counted</b>    |       | <b>9</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>9-11</b>  |
| <b>Total Units</b>                               |       | <b>60</b>    |

<sup>1</sup> Note: If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units from List A to compensate.

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Demonstrate proficiency in the skills of speaking, reading, writing and comprehension of academic, standard Spanish
- Develop an appreciation and understanding of the diverse Spanish speaking regions and cultures around the world
- Prepare to take on advanced coursework in Spanish language and culture and/or transfer to an accredited university as a third-year student with a major in Spanish
- Produce accurate written and spoken standard Spanish as a means of communication in a professional setting where Spanish is spoken
- Seek opportunities to advance in their knowledge of language and culture such as Study Abroad offerings at the transfer institution

### Music

The SBVC Music Department offers a comprehensive program of music study. The faculty and students in the department of music share a deep and abiding love for their art and a common desire to achieve excellence

in it. The curriculum provides basic preparation for careers in music or further study and is designed to provide a balanced education in the many facets of musical experience. It is the goal of the music department to help students develop their own musical and intellectual potential to the highest possible level.

Students planning to transfer to a four-year institution and major or minor in Music should consult with a counselor regarding the transfer process and lower-division requirements, as well as reach out to the Faculty Chair.

## Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chairs: Melinda Fogle (mfogle@sbccd.edu), Ph.D. and Margaret Worsley (mworsley@sbccd.cc.ca.us), M.M.

Department Website (<http://www.valleycollege.edu/music/>)

- 
- Music Associate of Arts Degree (p. 289)
  - Music Associate of Arts Transfer Degree (p. 290)

### MUS 100 3 Units

#### Music Appreciation

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course introduces students to music in western civilization and methods of music listening. Included in this course are guidelines for thoughtful music selection, basic musical forms, cross-cultural studies in music, music periods and styles, a discussion of patrons and audiences, careful consideration of the role of women in creating music, history of art music, popular music, world music, and jazz.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** MUS 100

### MUS 101 3 Units

#### Music Theory I: Fundamentals

**Lecture:** 54 contact hours

**Corequisite:** MUS 101L

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course studies music terminology, elements of music (pitch, duration, intensity, and timbre), rhythmic analysis, major scales and their key signatures, chromatic scales, intervals, and solfeggio syllables. It is a course designed for the beginning student with a moderate interest in the structure of music. It is also designed for the music major and as such serves as the first in a four-part series of music theory courses.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** MUS 120

### MUS 101L 1 Unit

#### Musicianship I

**Lab:** 54 contact hours

**Corequisite:** MUS 101

Specifically, this course applies the materials studied in Music Theory I through sight-singing (using solfeggio syllables), keyboard skills (the playing of scales and identification of pitches on the keyboard), recognition and performance of intervals, and some ear-training (melodic dictation). This course is the companion course to MUS 101.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** MUS 125

### MUS 102 3 Units

#### Music Theory II: Scales and Modes

**Lecture:** 54 contact hours

**Prerequisite:** MUS 101 and MUS 101L

**Corequisite:** MUS 102L

This course is a foundational discussion of analytical and compositional techniques through a progressive study of the following: four-part chorale composition (in diatonic harmony) including secondary dominants and other applied chordal structures; basic introduction into contrapuntal writing (two part only), voice leading, additional non-harmonic tones and modulation to relative, parallel and distant keys. It is the second in a four-part series of music theory courses designed for the music major.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** MUS 130

### MUS 102L 1 Unit

#### Musicianship II

**Lab:** 54 contact hours

**Prerequisite:** MUS 101 and MUS 101L

**Corequisite:** MUS 102

**Advisory:** MUS 134

This course continues to focus on the study of musicianship through its components. It explores dictation skills (the notation of aural impressions), the continued use of solfeggio syllables to discern pitches within a tonal framework, keyboard fundamentals, and is designed to elevate the student's level of dictation and musical analysis. It is the companion course to MUS 102.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** MUS 135

### MUS 104 3 Units

#### History of Rock and Roll

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a chronological survey of rock music styles. Included in the course is a study of the origins and the development of Rock and Roll. The major performing artists, composers, lyricists, promoters and arrangers are all studied. A major aspect of the course is the emphasis on how Rock and Roll has impacted Western culture.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**MUS 105 3 Units****American Popular Music****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course traces the social history of America through a study of the eras of popular American music. By examining the various styles, the outstanding musicians and the leading composers exemplary of those styles, this class illustrates how the historical era impacts the music and how the music reflects the historical era. The course begins with a discussion of popular music examining the popular songs of the colonies and the schools of singing that developed. The discussion continues through the music of the Civil War and tracks popular music across the great westward expansion. It concludes with studies of Gospel, Blues, Jazz and ultimately Rock and Roll.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 106 3 Units****History of Jazz****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a chronological survey of Jazz forms, styles, and movements. Included in the course is a study of the origins and the development of Jazz. The major performing artists, composers, lyricists and arrangers are all studied. An emphasis is placed on the impact of Jazz on Rock and Roll and Pop Music. Another emphasis is placed on the impact of Classical Music on Jazz as well as the impact that Jazz has had in recent years on Classical Music.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 107 3 Units****Music Cultures of the World****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a survey of traditional and folk music of global continents and cultures. The course includes live and filmed performances, as well as introductions to various significant indigenous musical instruments. Students are introduced to instrumental and vocal techniques, musical structures, and performance contexts within selected cultures of the world. The impact and influence of global musical cultures on western music is a main focus in this course.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 108 3 Units****History of Hip Hop Music****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the development of Hip hop as a musical style and cultural movement. Students will examine key figures in Hip hop, institutions, and social settings through readings, electronic media, videos, and live performance. Students will also investigate how Hip hop culture is not only a source of entertainment, but also a medium that analyzes and/or provides commentary regarding social, economic, political, and cultural issues dealing with identity, cultural genocide, misogyny, racism, classism, materialism, freedom of speech, and sexuality.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 117A 1 Unit****Elementary Acoustic Guitar****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a study of basic guitar emphasizing stringing, tuning and fingering. Students must provide their own acoustic guitar.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 117B 1 Unit****Intermediate Acoustic Guitar****Lab:** 54 contact hours**Prerequisite:** MUS 117A**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a study of intermediate guitar emphasizing stringing, tuning and fingering. The development of playing techniques and notation will also be studied. Students must provide their own acoustic guitar.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 117C 1 Unit****Intermediate/Advanced Acoustic Guitar****Lab:** 54 contact hours**Prerequisite:** MUS 117B**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a study of intermediate/advanced guitar emphasizing stringing, tuning and more complex fingering. The development of playing techniques, notation, reading guitar music and the playing of melodies will also be studied. Students must provide their own acoustic guitar.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 117D 1 Unit****Advanced Acoustic Guitar****Lab:** 54 contact hours**Prerequisite:** MUS 117C**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is a study of advanced guitar with an emphasis on stringing, tuning and complex fingering. The development of playing techniques, notation, reading guitar music, playing melodies, chord construction, and accompaniment will also be studied. Students must provide their own acoustic guitar.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 121 3 Units****Music History and Literature - Middle Ages Through Baroque****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course provides an overview of the historical development of music from the Middle Ages (1450) through the Baroque Period (1750). Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to historical events.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 105

**MUS 121H 3 Units****Music History and Literature - Middle Ages Through Baroque - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course provides an overview of the historical development of music from the Middle Ages (1450) through the Baroque Period (1750). Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to historical events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 105**MUS 122 3 Units****Music History and Literature - Classic through Contemporary****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course provides an overview of the historical development of music from Classicism (1750) to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 106**MUS 122H 3 Units****Music History and Literature - Classic Through Contemporary - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course provides an overview of the historical development of music from Classicism (1750) to the present. Emphasis is placed on appreciation of musical form, and the role of music in a multicultural society relative to political and artistic events. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 106**MUS 123 3 Units****Electronic Music I****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is an introduction to computer-based music recording techniques using electronic and digital interfaces. Course topics include electronic sequencing software, notation software, basic digital audio, microphones, interfaces, and other hardware used in recording studios.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 124 3 Units****Electronic Music II****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** MUS 123**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course will cover advanced uses of sequencing software, notation software, digital audio, microphones, interfaces, and other hardware used in recording studios.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 130 3 Units****Elementary Voice****Lecture:** 36 contact hours**Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is an introduction and progressive study of vocal techniques including muscular aspects and sound of producing properties of the vocal mechanism with emphasis on singing and vocal projection used in speech, drama, and standard vocal literature.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 131 3 Units****Intermediate Voice****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** MUS 130**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is designed for the singer who has had formal vocal training and wishes to pursue additional training for a career in the vocal arts. Emphasis is on vocal technique, voice quality, expression, style, interpretation, stage presence, and multi-language diction.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 133 1 Unit****Elementary Piano****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course teaches practical keyboard facility that is applicable for the piano, organ, and electronic keyboard. It emphasizes sight reading, elementary improvisation, harmonization of folk and pop melodies, and leads to performance of simple piano selections.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 170

**MUS 134 1 Unit****Intermediate Piano****Lab:** 54 contact hours**Prerequisite:** MUS 133**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course focuses on the improvement of keyboard facility and sight reading abilities, utilizing improvisation and harmonization skills through simplified arrangements and original composition. This course will be useful for those desiring to strengthen keyboard skills.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 171**MUS 135 1 Unit****Advanced Piano****Lab:** 54 contact hours**Prerequisite:** MUS 134 and MUS 102 and MUS 102L or an audition with the instructor.**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course focuses on the improvement of keyboard facility and sight-reading abilities. It advances improvisation and harmonization skills. It is primarily concerned with more advanced complex piano works by the master composers: Chopin, Beethoven, Mozart, Brahms and others.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 172**MUS 141X2 0.5 Units****Applied Music I****Lab:** 27 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

Students receive credit for a minimum of one-half hour of weekly private instruction on a musical instrument or voice. Daily laboratory practice, concert and ensemble participation are required. The course is open to all students in the college, with

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 160**MUS 150X4 1 Unit****Mixed Chorus****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course develops foundational techniques in such aspects of choral music as breathing, posture, tone production, enunciation and musicianship. This ensemble focuses on choral music from a variety of stylistic periods including classical, spiritual, folk and musical theatre. Neither experience nor an audition is necessary. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 152X4 2 Units****Chamber Singers****Lab:** 108 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

In this course, students will study and perform a wide variety of outstanding music literature from all periods suitable to a chamber group, including classical genres and contemporary art music as well as musical theater and opera excerpts. An audition with the director is mandatory. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 153X4 2 Units****Chamber Chorale****Lab:** 108 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This is a small (20) ensemble of singers, each with considerable solo and choral classical music experience. Students will train as both classical vocal soloists and choral musicians. Students will study intonation, sectional balance and choral blending. Repertoire will be entirely classical in nature, in multiple languages and composed specifically with a small intimate sound in mind. An audition with the director is mandatory. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 154X4 2 Units****College Singers****Lab:** 108 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

In this course, students will study and perform a wide variety of outstanding music literature from all periods suitable to a large sized choral ensemble, including music from the Renaissance, Baroque, and Romantic eras. Neither experience nor an audition is necessary. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 156X4 2 Units****Concert Choir****Lab:** 108 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

In the course, students will study and perform a wide variety of outstanding music literature from all periods suitable to a medium to large size chorale, including music of a classical nature from the Renaissance Period to the Twentieth Century. Neither experience nor an audition is necessary. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180

**MUS 158X4 1 Unit****Gospel Choir****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

Repertoire in the course focuses on the African-American gospel traditions. Historical analysis of the spirituals, as well as vocal and performing techniques are emphasized. An audition with the director is mandatory. This course may be taken four times.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 159X4 2 Units****Theatrical Music Workshop****Lab:** 108 contact hours**Prerequisite:** MUS 130 or MUS 152X4 or MUS 154X4 or MUS 156X4

In this course, students study the art of stage movement as it is paired with acoustical song (singing without amplification). Repertoire for this class consists of Opera, Oratorio, Operetta and Operatics excerpts. Students study characterization and stage movement in both principal and chorus parts. Students participate in costuming, makeup and stagecraft. Students are strongly advised to have some classical vocal training prior to

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 162X4 1 Unit****Wind Ensemble****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is for the study, rehearsal, and public performance of musical literature, with an emphasis on the development of skills needed to perform within an ensemble and be emulated by future teachers. This group is the premier classical instrumental ensemble featuring wind, brass, and percussion instruments. An audition with the director is mandatory for participation in this ensemble. Public performances are mandatory.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 166X4 1 Unit****Concert Band****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course is for the study, rehearsal, and public performance of musical literature, with an emphasis on the development of skills needed to both perform within an ensemble, and be emulated by future teachers. This group features wind, brass, and percussion instruments; and will rehearse and perform standard band literature. An audition with the director is mandatory for participation in this ensemble.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 180**MUS 170X2 1 Unit****Jazz Improvisation and Theory I****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the beginning concepts of Jazz improvisation skills and Jazz theory. Emphasis is placed on swing, bebop, and blues. This course is open to instrumentalists and vocalists. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 170)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 185**MUS 171X2 1 Unit****Jazz Improvisation and Theory II****Lab:** 54 contact hours**Prerequisite:** MUS 170x2**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

This course presents the intermediate to advanced concepts of Jazz improvisation skills and Jazz theory. This is an ensemble with emphasis placed on modal and pentatonic scales, hard bop style, and modern jazz. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 171)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 185**MUS 180X4 1 Unit****Instrumental Chamber Music****Lab:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course covers the study and performance of instrumental chamber literature. Students will be organized into various chamber music ensembles to prepare, perform, and record assigned literature. An audition with the director is mandatory for participation in this ensemble. (Formerly MUS 180)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 185**MUS 201 3 Units****Music Theory III: Basic Harmony****Lecture:** 54 contact hours**Prerequisite:** MUS 102 and MUS 102L**Corequisite:** MUS 201L

This course represents a complete study of the diatonic harmonies from the 17th, 18th and 19th centuries. It includes a review of triad formations and the principles of voice-leading. Included in the course is a review study of seventh chords, secondary dominants, non-harmonic tones, realization of figured bass lines and rudimentary formal analysis. It also includes an introduction of augmented-sixth chords, secondary/applied chords, modulation to more remote keys, Neapolitan sixth chords and some chromatic harmony. An important part of this class is the analysis of chorales by J.S. Bach. This course is the third of a four-part series of theory courses and is primarily designed for the music major.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 140

**MUS 201L 1 Unit****Musicianship III****Lab:** 54 contact hours**Prerequisite:** MUS 102 and MUS 102L**Corequisite:** MUS 201

This course emphasizes the further development of skills in sight-singing melodies of simple and compound meter, sight singing of multiple part compositions in both major and minor modes, phrases with an anacrusis and intervals beyond the third. The course includes the study of modulating melodies, two-part melodic dictation, the dictation of triads (in all positions) as well as diatonic seventh chords and simple chord progressions. The course will include the study of all existent triads from the major and minor scales and all church modes as they are performed at the keyboard. It is the companion course to MUS 201.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 145**MUS 202 3 Units****Music Theory IV: Harmony****Lecture:** 54 contact hours**Prerequisite:** MUS 201 and MUS 201L**Corequisite:** MUS 202L

The course is a conclusive study of diatonic harmonies, including further work with secondary dominant chord structures, and figured bass line realizations. It also includes an extensive study of ninth chords: complete, incomplete, and dominant ninth. A study of Neapolitan and augmented sixth chords, 9th, 11th, 13th chords as well as a study of 20th century techniques and Impressionism will be undertaken. The class will conclude its study of Bach chorales and other brief forms. This course is the fourth in a four-part series of theory courses designed for the music major and incorporates the concepts from MUS 201.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 150**MUS 202L 1 Unit****Musicianship IV****Lab:** 54 contact hours**Prerequisite:** MUS 201 and MUS 201L**Corequisite:** MUS 202

This course emphasizes further development of skills in sight-singing by the singing of modal melodies, melodies with non-diatonic tones and melodies containing larger intervals. The course includes dictation of melodies with non-diatonic tones as well as modal melodies. Further, dictation of secondary dominants, augmented and Neapolitan sixth chords and modulations to distantly-related keys are included. Rhythmic dictation with changing meters and mini and maxi triplets are studied. This course is the companion course to MUS 202.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 155**MUS 210 3 Units****Conducting****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** MUS 102 or MUS 102L

This course is an introduction to basic conducting techniques including the practice of basic beat patterns, score reading, and rehearsal techniques. It offers an opportunity to learn and apply the techniques needed for group direction and leadership. Also included are sessions in problem solving and decision making with regard to tempo, dynamics, instrumentation, blend, balance, rhythmic and pitch accuracy.

**Associate Degree Applicable****Transfers to both UC/CSU****MUS 222 1-3 Units****Independent Study in Music****DIR:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

Students with previous course work in music may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of music. Prior to registration, a written contract must be prepared. See instructor for details.

**Associate Degree Applicable****Transfers to CSU only****MUS 241X2 0.5 Units****Applied Music II****Lab:** 27 contact hours**Prerequisite:** MUS 141x2

**Advisory:** ENGL 101 or ENGL 101H or eligibility as determined by the SBVC assessment process.

Students receive credit for a minimum of one-half hour of weekly private instruction on a musical instrument or voice. Daily laboratory practice, concert and ensemble participation are required. The course is open to all students in the college, with

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MUS 160



## Music Associate of Arts Degree

To graduate with a specialization in Music, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

| Code   | Title                                   | Units        |
|--|---|--------------|
| <b>Required Theory Courses</b>                                     |   |              |
| MUS 101  | Music Theory I: Fundamentals            | 3            |
| MUS 101L   | Musicianship I                          | 1            |
| MUS 102  | Music Theory II: Scales and Modes       | 3            |
| MUS 102L   | Musicianship II                         | 1            |
| MUS 201  | Music Theory III: Basic Harmony         | 3            |
| MUS 201L   | Musicianship III                        | 1            |
| MUS 202  | Music Theory IV: Harmony                | 3            |
| MUS 202L   | Musicianship IV                         | 1            |
| <b>Required Applied Music Courses</b>                              |   |              |
| 4 semesters totaling 2 units                                       |   |              |
| MUS 141X2<br>& MUS 241X2   | Applied Music I<br>and Applied Music II | 1            |
| <b>Required Ensemble Courses</b>                                   |   |              |
| 4 semesters with a minimum of 4 units selected from the following: |   |              |
| MUS 150X4  | Mixed Chorus                            | 1            |
| MUS 152X4  | Chamber Singers                         | 2            |
| MUS 154X4  | College Singers                         | 2            |
| MUS 156X4  | Concert Choir                           | 2            |
| MUS 158X4  | Gospel Choir                            | 1            |
| MUS 162X4  | Wind Ensemble                           | 1            |
| MUS 166X4  | Concert Band                            | 1            |
| MUS 170X2  | Jazz Improvisation and Theory I         | 1            |
| MUS 171X2  | Jazz Improvisation and Theory II        | 1            |
| MUS 180X4  | Instrumental Chamber Music              | 1            |
| <b>Total Units</b>   |   | <b>22-26</b> |

| Code                       | Title  | Units |
|----------------------------|--|-------|
| <b>Recommended Courses</b> |  |       |
| MUS 100                    | Music Appreciation   | 3     |
| MUS 108                    | History of Hip Hop Music   | 3     |
| MUS 121                    | Music History and Literature - Middle Ages Through Baroque           | 3     |
| or MUS 121H                | Music History and Literature - Middle Ages Through Baroque - Honors  |       |
| MUS 122                    | Music History and Literature - Classic through Contemporary          | 3     |
| or MUS 122H                | Music History and Literature - Classic Through Contemporary - Honors |       |
| MUS 123                    | Electronic Music I   | 3     |
| MUS 124                    | Electronic Music II  | 3     |
| MUS 133                    | Elementary Piano   | 1     |
| MUS 170X2                  | Jazz Improvisation and Theory I                                      | 1     |
| MUS 171X2                  | Jazz Improvisation and Theory II                                     | 1     |
| MUS 180X4                  | Instrumental Chamber Music   | 1     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Compare musical styles by identifying musical differences of various forms and genres
- Interpret and formulate fundamentals of music theory
- Distinguish the social and cultural relevance of music by examining historical and cultural contributions
- Demonstrate basic technical proficiency through performance of playing a musical instrument or lyrical singing

# Music Associate of Arts Transfer Degree

The Associate of Arts for Transfer (AA-T) in Music develops a well-rounded musician. Students who pursue this degree will have guaranteed admission to a California State University (CSU) campus upon successful completion of the specified program requirements. This degree provides students with transfer preparation and pre-professional training. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

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.

To earn a music AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Music should consult with a counselor regarding the transfer process and lower division requirements.

| Code                                  | Title                                   | Units |
|---------------------------------------|---|-------|
| <b>Required Courses</b>               |   |       |
| MUS 101                               | Music Theory I: Fundamentals            | 3     |
| MUS 101L                              | Musicianship I                          | 1     |
| MUS 102                               | Music Theory II: Scales and Modes       | 3     |
| MUS 102L                              | Musicianship II                         | 1     |
| MUS 201                               | Music Theory III: Basic Harmony         | 3     |
| MUS 201L                              | Musicianship III                        | 1     |
| <b>Applied Music</b>                  |   |       |
| MUS 141X2<br>& MUS 241X2              | Applied Music I<br>and Applied Music II | 1     |
| <b>Large Ensemble</b>                 |   |       |
| Select four units from the following: |   | 4     |
| MUS 150X4                             | Mixed Chorus                            | 1     |
| MUS 152X4                             | Chamber Singers                         | 2     |
| MUS 153X4                             | Chamber Chorale                         | 2     |
| MUS 154X4                             | College Singers                         | 2     |
| MUS 156X4                             | Concert Choir                           | 2     |
| MUS 158X4                             | Gospel Choir                            | 1     |
| MUS 162X4                             | Wind Ensemble                           | 1     |
| MUS 166X4                             | Concert Band                            | 1     |
| MUS 170X2                             | Jazz Improvisation and Theory I         | 1     |
| MUS 171X2                             | Jazz Improvisation and Theory II        | 1     |
| MUS 180X4                             | Instrumental Chamber Music              | 1     |

## List A: (3-4 units)

|             |  |   |
|-------------|--|---|
| MUS 100     | Music Appreciation   | 3 |
| MUS 121     | Music History and Literature - Middle Ages Through Baroque           | 3 |
| or MUS 121H | Music History and Literature - Middle Ages Through Baroque - Honors  |   |
| MUS 122     | Music History and Literature - Classic through Contemporary          | 3 |
| or MUS 122H | Music History and Literature - Classic Through Contemporary - Honors |   |
| MUS 133     | Elementary Piano   | 1 |
| MUS 134     | Intermediate Piano   | 1 |
| MUS 135     | Advanced Piano   | 1 |
| MUS 202     | Music Theory IV: Harmony   | 3 |
| MUS 202L    | Musicianship IV  | 1 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>21-26</b> |
| <b>Total Unit That May Be Double Counted</b>     |       | <b>6</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>1-8</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Compare musical styles by identifying musical differences of various forms and genres
- Interpret and formulate fundamentals of music theory
- Distinguish the social and cultural relevance of music by examining historical and cultural contributions
- Demonstrate basic technical proficiency through performance of playing a musical instrument or lyrical singing

# Nursing

San Bernardino Valley College's Nursing Program, approved by the California Board of Registered Nursing, is a two-year program designed to prepare students to give direct nursing care to clients in various practice settings. The Associate of Science Degree in Nursing (ADN) prepares students as providers of care across the health/illness continuum and as members within the profession. SBVC's Nursing Program respects the individuality of the student and aims to provide a positive, innovative learning community that enables the development of critical thinking and problem solving skills so that students are equipped to deliver care to a culturally diverse population in a variety of healthcare settings. Upon successful completion the ADN, students are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

## Contact Information

Department: Health and Life Science (HLS - 101)

Department Phone Number: (909) 384-4550

Department Chairs: Angela Vogel ( avogel@sbccd.edu), M.S.N. - Ed. and Reshmi Kappittil ( rkappattil@sbccd.edu), D.N.P.

Department Website (<https://www.valleycollege.edu/academic-career-programs/degrees-certificates/nursing/>)

## Prerequisites for the Associate Degree in Nursing (ADN) Program

Accepted Students are admitted in the Fall and Spring semesters. Students must complete required prerequisites to apply. Students must also meet application requirements on the Application Page.

### Prerequisite Courses: Required G.P.A.

General Education G.P.A.: 3.0

Science G.P.A.: 2.8

### Prerequisites: Required General Education Courses

The GE courses below must be completed with grade of C or higher and a minimum of a 3.0 G.P.A:

| Code           | Title                                      | Units |
|----------------|--|-------|
| ENGL 101       | Freshman Composition                       | 4     |
| or ENGL 101H   | Freshman Composition-Honors                |       |
| COMMST 100     | Elements of Public Speaking                | 3     |
| or COMMST 10   | Elements of Public Speaking - Honors       |       |
| or COMMST 11   | Interpersonal Communication                |       |
| MATH 108       | Introduction to Probability and Statistics | 4     |
| or PSYCH 105   | Statistics for the Behavioral Sciences     |       |
| PSYCH 100      | General Psychology                         | 3     |
| or PSYCH 100H  | General Psychology - Honors                |       |
| SOC 100        | Introduction to Sociology                  | 3     |
| or SOC 100H    | Introduction to Sociology - Honors         |       |
| or ANTHRO 102  | Cultural Anthropology                      |       |
| or ANTHRO 102H | Cultural Anthropology - Honors             |       |

Humanities - Select six units from two disciplines (3 units maximum from Applied Area)<sup>1</sup>

<sup>1</sup> See Associate Degree Graduation Requirements Category III (p. 50) for list of humanities courses.

### Prerequisites: Required Science Courses:

Science courses listed below must be completed with a grade of C or higher and a minimum G.P.A. of 2.8 in the four courses:

| Code                                  | Title  | Units |
|---------------------------------------|--|-------|
| <b>Human Anatomy and Physiology</b>   |  |       |
| Select one series from the following: |  |       |
| BIOL 250 & BIOL 251                   | Human Anatomy and Physiology I and Human Anatomy and Physiology II | 8     |
| BIOL 260 & BIOL 261                   | Human Anatomy and Human Physiology                                 | 8     |
| <b>Microbiology</b>                   |  |       |
| BIOL 270                              | Microbiology   | 5     |

Note: BIOL 261 (or BIOL 250 & BIOL 251) and BIOL 270 must be taken within 5 years of application to the program; Online sciences will not be accepted. BIOL 250 & BIOL 251 must be completed at the same regionally accredited institution.

## Application to the Nursing Program

Applications to the nursing program may only be submitted when all program prerequisites have been completed and met GPA requirements. Admission to the program is based on a multi-criteria points system. Applications must be received when application period is open, please visit the SBVC Nursing website (<https://www.valleycollege.edu/academic-career-programs/degrees-certificates/nursing/>) for updated information on when application period is open. Applications are available online during the application periods. Incomplete applications will not be accepted. The Test of Essential Academic Skills (TEAS) is by invitation only.

### Overview of the Application Process:

Step One: Submit the following to the College Admissions and Records Office

- Official Transcripts: Students must have completed high school or equivalent (transcripts, diploma, G.E.D., or the California State High School Proficiency Exam, or a BA/BS degree from a U.S. regionally accredited institution). International Students must show high school equivalent through third party. The documents below must be submitted to Admissions and Records.
  - Evaluation of prior college credit - Official college transcripts from all colleges or universities attended except for SBVC Transcripts must be issued within the last 6 months and document that the program prerequisites have been completed.
  - International transcripts must be evaluated for equivalency.
  - High school completion or equivalent (transcript, G.E.D. or the California State High School Proficiency Exam or a degree from a U.S. accredited institution).
  - International students need their high school equivalency evaluated by outside agency

Step Two: Complete Program Prerequisite Courses and Meet G.P.A. Requirements

- Students must have completed the program prerequisites with the following G.P.A: (See Prerequisite Page for additional information)

- General Education G.P.A.: 3.0
- Science G.P.A.: 2.8

Step Three: Submit the following to the Health Science's Department Office (HLS 101)

- Submit Application and required documents

Step Four: Upon Invitation from the ADN Program

- Complete TEAS Entrance Exam
- Applicants must also pass a background check and drug screen. For further information, go to: [www.rn.ca.gov](http://www.rn.ca.gov) (<http://www.rn.ca.gov/>). SBVC reserves the right to deny students entry based on background check and drug screen.

## Selection Process

- Round 1 selected applicants will be selected based on a multi-criteria selection process (point system).
- Round 2 selected applicants will be invited back to take the TEAS exam that will determine entry into the nursing program.
- Entrance to the nursing program is limited to students who have completed all prerequisites, met all G.P.A. requirements, taken the TEAS exam, completed a background check and drug screen.

## LVN to RN Career Ladder

The Nursing Program offers an LVN to RN Career Ladder allowing Licensed Vocational Nurses (LVN) to become Registered Nurses (RN) by completing the required prerequisites and nursing coursework.

The application, prerequisites, and scoring system are the same for the LVN to RN Career Ladder as SBVC's ADN Program. Prerequisites must be completed at the time of application. LVNs must be licensed and have one-year full-time LVN work experience. Applicants to the LVN to RN Career Ladder Program will be invited to take the TEAS. Accepted students will be given a series of challenge exams and may be placed in either first or second semester depending on exam results. Students are welcome to reapply if their application is denied and it is recommended that they meet with a counselor prior to re-application. Students applying on the point system for the LVN to RN Career Ladder Program will not be competing with the SBVC's ADN applicants. Instead, they will be considered for admission using a separate pool with LVN to RN students.

## Requirements for LVN to RN Career Ladder

1. Complete all program prerequisites. (Same as the ADN Program)
2. One-year full-time work experience as an LVN
3. Current California LVN license
4. Employment verification with signature - letter verifying employment as an LVN
5. Detailed Résumé summarizing work experience as an LVN (employer, type of patient care unit, month/year starting and ending dates)
6. Completed the following LVN to RN courses upon acceptance to the ADN Program with a 78% or higher:
  - a. NURS 140
  - b. Take challenge exam to determine eligibility for placement into either NURS 150 or NURS 151.

## LVN 30-Unit Option

The LVN 30-Unit Option prepares students to take the NCLEX-RN Examination, but does not award an Associate of Science (AS) degree. Individuals who become licensed as Registered Nurses using this option

may not be eligible for licensure in states other than California and may have difficulty applying to a college/university for an advanced degree. Applicants are admitted as space is available. A 30-unit completion option is available to Licensed Vocational Nurses per the California BRN Code of Regulations 1429. However, it is important to note that LVNs choosing to take the 30-unit option can never be qualified as graduates of the SBVC ADN program and will permanently be referred to as having attained a Nursing Non-Degree/Non-Graduate Status. This option is recognized only in the State of California.

## Challenge/Advanced Placement for Military Education and Experience

Please refer to policy and procedures listed on the SBVC ADN Program webpage.

- Nursing Associate of Science Degree (p. 294)

### NURS 140 2 Units

#### Vocational to Professional Nurse

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course prepares Licensed Vocational Nurses (LVN) to transition into the Registered Nursing (RN) program. This course is a first-year course that focuses on the nurse's role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse adult patients. This course includes role transition content, nursing process, standards of practice, and critical thinking in nursing. A challenge examination covering first semester medical-surgical nursing content will determine eligibility for placement within the first or second semester of the program. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable**

**Transfers to CSU only**

### NURS 150 4 Units

#### Foundations of Nursing

**Lecture:** 36 contact hours

**Lab:** 108 contact hours

**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course focuses on the nurse's role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and the evaluation of patient care for diverse adults including older adults ages 65 and over by focusing on universal practices including physical assessment, safety, infection control, hygiene, body mechanics, activity/exercise, nutrition, pain management, cultural awareness, communication and documentation. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable**

**Transfers to CSU only**

**NURS 151 5 Units****Introduction to Medical Surgical Nursing****Lecture:** 45 contact hours**Lab:** 135 contact hours**Prerequisite:** NURS 150**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course is a first-year course that focuses on the nurse's role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and the evaluation of patient care for diverse adults including adults ages 65 and over, nursing care and administration of medication for patients with the basic healthcare needs in pulmonary, musculoskeletal, cardiovascular, neurological, immunological, gastrointestinal, genitourinary, and endocrine body systems, as well as patients undergoing general surgery and/or requiring wound care. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable****Transfers to CSU only****NURS 160 4 Units****Nursing Care of the Childbearing Family And Newborn****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** NURS 150 and NURS 151**Corequisite:** NURS 161**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course is a first-year nursing course that focuses on the nurse's role in the collection of assessment data, identifying the relevance of data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for childbearing families. Maternity nursing also focuses on the biophysical aspects of human reproduction, assessment and management of the antepartal, intrapartal, and postpartal periods, and newborn care. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable****Transfers to CSU only****NURS 161 5 Units****Beginning Medical Surgical Nursing****Lecture:** 45 contact hours**Lab:** 135 contact hours**Prerequisite:** NURS 150 and NURS 151**Corequisite:** NURS 160**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This is first-year course that focuses on the nurse's role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse adult patients including adults ages 65 and over with selected healthcare needs in respiratory, cardiovascular, neurological, immunological, gastrointestinal, genitourinary, and endocrine body systems. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable****Transfers to CSU only****NURS 250 4 Units****Nursing Care of Children and Their Families****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** NURS 160 and NURS 161**Corequisite:** NURS 251**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This is a second-year course that focuses on the nurse's role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse pediatric populations and their families. Pediatric nursing also focuses on a family-centered approach to the nursing care of infants and children. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable****Transfers to CSU only****NURS 251 5 Units****Intermediate Medical Surgical Nursing****Lecture:** 45 contact hours**Lab:** 135 contact hours**Prerequisite:** NURS 160 and NURS 161**Corequisite:** NURS 250**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This is a second-year course that focuses on the nurse's role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient priorities, the implementation of nursing interventions, and evaluation of patient care for diverse adult patients including adults aged 65 and over with selected healthcare needs in neurological, gastrointestinal, respiratory, genitourinary, immunological, cardiovascular, and endocrine diseases. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable****Transfers to CSU only****NURS 260 4 Units****Mental Health Nursing****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** NURS 250 and NURS 251**Corequisite:** NURS 261**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This course focuses on the nurse's role in the collection of assessment data, identifying the relevance of the data collected, the analysis of patient/client priorities, the implementation of nursing interventions, and evaluation of care for diverse adult including adults aged 65 and over with mental health disorders. Psychiatric nursing also focuses on neurobiological theories, risks and interventions for suicide, substance abuse, and other mental health disorders. Application of KSAs will occur in the hospital, on-campus skills laboratory, and simulation settings.

**Associate Degree Applicable****Transfers to CSU only**

**NURS 261 5 Units****Complex Care and Leadership****Lecture:** 45 contact hours**Lab:** 135 contact hours**Corequisite:** NURS 260

**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Nursing Program.

This is a second-year nursing course that builds upon previously learned knowledge, skills and attitudes while focusing on the application of the nursing process, discrimination of data, and identification of care priorities in order to manage complex needs of adults including adults ages 65 and over, critically ill or injured adults with single or multisystem failure. Complex Care and Leadership provides learning opportunities for leadership, community outreach, and disaster nursing. Correlated clinical experiences provide the senior student opportunities to assume nursing responsibilities in complex care areas and to function as part of an inter-professional team. Application of knowledge, skills, and attitudes (K-S-A) will occur in the hospital, on-campus skills laboratory, and simulation settings. The course also reviews graduate responsibilities for the National Council Licensure Examination (NCLEX) application and professional employment/licensure responsibilities.

**Associate Degree Applicable****Transfers to CSU only**

## Nursing Associate of Science Degree

This degree program is designed to prepare students to become Registered Nurses who provide nursing care to assist patients in attaining their maximum level of wellness. Graduates are eligible to apply for their Associate Degree in Nursing (ADN) and take the National Council Licensure Examination – RN (NCLEX-RN). The program is accredited by the California State Board of Registered Nursing and the Accreditation Commission for Education in Nursing (ACEN).

To graduate with an Associate of Science degree with a major in nursing, complete each of the following courses with a 78% or higher along with the general education breadth requirements. (The Prerequisites that are required)

| Code                    | Title   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| First Semester          |   |           |
| NURS 150                | Foundations of Nursing                              | 4         |
| NURS 151                | Introduction to Medical Surgical Nursing            | 5         |
| Second Semester         |   |           |
| NURS 160                | Nursing Care of the Childbearing Family And Newborn | 4         |
| NURS 161                | Beginning Medical Surgical Nursing                  | 5         |
| Third Semester          |   |           |
| NURS 250                | Nursing Care of Children and Their Families         | 4         |
| NURS 251                | Intermediate Medical Surgical Nursing               | 5         |
| Fourth Semester         |   |           |
| NURS 260                | Mental Health Nursing                               | 4         |
| NURS 261                | Complex Care and Leadership                         | 5         |
| <b>Total Units</b>      |   | <b>36</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Perform safe quality patient centered care
- Collaborate effectively with members of the inter-professional team, the patient, and the patient support persons
- Model evidence-based practice to optimize patient outcomes
- Implement clinical judgement in the plan of care
- Demonstrate ethical leadership for the health care needs of our diverse communities
- Integrate informatics and trends in technology to enhance team communication and the delivery of safe optimal care

# Occupational Safety and Health Act (OSHA)

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Tarif (Terry) Halabi (thalabi@sbccd.edu), M.S.E.E.

### OSHA 030 2 Units

#### Federal OSHA Outreach: Construction Industry Safety

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

**Advisory:** Federal OSHA requires each student be 18 years of age in order to qualify for an OSHA card.

This course provides training required by the Occupational Safety and Health Administration (OSHA) for the Federal Outreach Construction Industry, minimum 30-Hour training card. Lessons emphasize hazard identification, avoidance, control and prevention of illness, injury, or death.

**Associate Degree Applicable**

### OSHA 035 2 Units

#### Federal OSHA Outreach: General Industry Safety

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

**Advisory:** Federal OSHA requires each student be 18 years of age in order to qualify for an OSHA card.

This course provides outreach training and gives general industry workers information about rights, employer responsibilities, how to identify, abate, avoid and prevent job-related hazards on a job site. Lessons will emphasize hazard identification, avoidance, control and prevention of illness, injury, or death. Successful completion may qualify students for the Federal OSHA minimum 30-hour General Industry card.

**Associate Degree Applicable**

# Oceanography

Oceanography courses introduce the marine environment, which comprises 71% of the earth's surface. The courses are designed for both science and non-science majors and are fundamental for students planning to major in oceanography. Students planning to transfer to a four-year institution and major in oceanography should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chairs: Todd Heibel (theibel@sbccd.edu), Ph.D. and Matthew Robles (mrobles@sbccd.edu), M.S.

### OCEAN 101 3 Units

#### Elements of Oceanography

**Lecture:** 54 contact hours

**Prerequisite/Corequisite:** ENGL 101 or ENGL 101H

**Advisory:** MATH 102 or higher

This course explores the geological processes that created the ocean basins, chemistry of sea water, physical motions of the oceans, and the interrelationships of biological communities with their physical environments. Oceanographers and related scientists from traditionally underrepresented groups are featured throughout this course. Environmental issues and environmental justice movements associated with the world's oceans fundamentally inform this course. Geospatial analysis of world oceans, including Geographic Information Systems (GIS) and remote sensing, is an integral component of this course. It is recommended that transfer students also enroll in the companion OCEAN 111, Elements of Oceanography Laboratory.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

### OCEAN 111 1 Unit

#### Elements of Oceanography Laboratory

**Lab:** 54 contact hours

**Prerequisite/Corequisite:** OCEAN 101

This hands-on course introduces students to techniques of oceanography, including bathymetry, charts, and methods of studying the physical ocean environment. Oceanographers and related scientists from traditionally underrepresented groups are featured throughout this course. Environmental issue and environmental justice movements associated with the world's oceans fundamentally inform this course. This course is recommended for students concurrently enrolled in OCEAN 101 or who have successfully completed the course within the last three years.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

# Pharmacy Technology

The Pharmacy Technology Program is designed to prepare students for entry-level employment as a pharmacy technician, providing medications and other healthcare products to patients and consumers. Under the supervision of a Pharmacist, students learn to fill prescriptions, establish and maintain patient profiles, prepare insurance claim forms, take inventory, and stock medications. A background check may be required for clinical experience. The California Board of Pharmacy may deny the Pharmacy Technician license based on convictions substantially related to Pharmacy Technician practice.

## Prerequisites for the Pharmacy Technology Program

| Code     | Title              | Units |
|----------|--------------------|-------|
| MATH 090 | Elementary Algebra |       |

Select one of the following:

|                     |  |  |
|---------------------|--|--|
| BIOL 155            | Introductory Anatomy and Physiology                                |  |
| BIOL 250 & BIOL 251 | Human Anatomy and Physiology I and Human Anatomy and Physiology II |  |
| BIOL 260 & BIOL 261 | Human Anatomy and Human Physiology                                 |  |

Effective fall 2013, several changes have been made in regard to the prerequisites, course numbering and course sequencing for the Pharmacy Technology program. Please see the information following regarding these changes.

### Special advisory notes for continuing Pharmacy Technology students:

For students who have already begun the Pharmacy Technology program prior to fall 2013, please review the following notes:

- Students who have completed PHT-020 with grade of C or higher and still need to complete the remaining first semester Pharmacy Technology courses, it is required that the newly enforced prerequisites are met.
- Students who have completed all of the first semester Pharmacy Technology courses with grades of C or higher will be permitted to register for the second semester of the Pharmacy Technology courses without having to complete the newly enforced prerequisites (effective fall 2013). Students will need to complete a Prerequisite/Corequisite Challenge prior to the enrollment in second semester courses.
- Students who have previously completed PHT-020 and PHT-030 with grades of C or higher but have not completed PHT-031 (Pharmacy Calculations) with grade of C or higher will now need to meet the math prerequisite for the new Pharmacy Calculation course. Students who have completed the first semester Pharmacy Technology courses with grades of C or higher but have not completed the second semester of Pharmacy Technology coursework with grades of C or higher are recommended but not required to take the newly enforced prerequisites.
- Please note that catalog rights have no bearing on newly enforced prerequisites.

### Special advisory notes for new Pharmacy Technology students:

For students who are enrolling in the Pharmacy Technology courses for the first time as of fall 2013, please review the following notes:

- The successful completion of BIOL 155, or BIOL 250 AND BIOL 251, or BIOL 260 AND BIOL 261 with grades of C or higher is a prerequisite for the following entry level Pharmacy Technology courses: PHT 062

(Pharmacology) and PHT 060 (Pharmacy Systems I) [formerly called Introduction to Pharmacy Technology].

The successful completion of MATH 090 or higher with a grade of C or higher is a prerequisite for PHT 064 (Pharmacy Calculations) and PHT 060 (Pharmacy Systems I).

## Contact Information

Department: Health and Life Sciences (HLS - 101)

Department Phone Number: (909) 384-4550

Faculty Chair: Robyn Seraj (rseraj@sbccd.edu), M.Ed.

- 
- Pharmacy Technology Associate of Science Degree (p. 297)
  - Pharmacy Technology Certificate of Achievement (p. 298)

### PHT 060 3 Units

#### Pharmacy System I

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

This class introduces the student to the field of pharmacy, its history, environment, and processes. It emphasizes out-patient/community service pharmacy settings in issues of prescription processing, pharmacy business management, federal laws/regulation, protocol procedures, and pharmacy references/associations for assistance.

**Associate Degree Applicable**

### PHT 062 3 Units

#### Pharmacology I

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** BIOL 100 or BIOL 155 or BIOL 250 or BIOL 260 or CHEM 101  
This course introduces the basic pharmacology principles of pharmacokinetics and pharmacodynamics as it applies the therapeutic uses of medications being administered to the human body systems. The student will identify the medication's classifications, emphasizing basic indications, drug dosages, dosage forms, routes of administration, side effects, special directions of use, and drug interactions with other medications, foods, and/or nutrient supplements.

**Associate Degree Applicable**

### PHT 064 3 Units

#### Pharmacy Calculations

**Lecture:** 54 contact hours

In this course students apply mathematical skills to the calculation of medication dosages, intravenous solutions, and pharmacy operations.

**Associate Degree Applicable**

### PHT 070 3 Units

#### Pharmacy Systems II

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** PHT 060 and PHT 062 and PHT 064

This course covers the application of advanced preparation, distribution and methods for dispensing medications within a institutional pharmacy setting. It emphasizes advanced concepts of medication order processing, non-sterile compounding, sterile compounding, pharmacy business management, data management, pharmacy safety, and pharmacy error prevention under the supervision of a pharmacist.

**Associate Degree Applicable**



**PHT 071 3 Units****Pharmacology II****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** PHT 062

This course continues to apply the therapeutic uses of administered medications into the human anatomy and physiology by a drug's pharmacokinetics and pharmacodynamics. Emphasis is placed on but not limited to a medication's brand/generic name, mechanisms of action, dosage forms, routes of administration, directions of use, standard dosage schedules, indications, basic side effects, adverse effects, contraindications, precautions, drug interactions, and any special black box warnings. Added topics to the course includes medication adjustments for special populations and use of common antidotes for medications.

**Associate Degree Applicable****PHT 072 5 Units****Pharmacy Clinical Experience****Lab:** 270 contact hours**Prerequisite:** PHT 060 and PHT 062 and PHT 064**Corequisite:** PHT 074

In this course, students study the application of prescription processing, inventory management and dispensing of medications in a pharmacy under the direct supervision of a pharmacist. It emphasizes use of a pharmacy database, customer service, communication and professional ethics. Students will complete a minimum of 240 experiential hours in a minimum of one site locations.

**Associate Degree Applicable****PHT 074 2 Units****Pharmacy Seminar****Lecture:** 36 contact hours**Prerequisite:** PHT 060 and PHT 062 and PHT 064**Corequisite:** PHT 072

This course reviews the duties of a pharmacy technician in the out-patient/community and the in-patient/institutional setting in the areas of pharmacy management/administration, pharmacy federal laws/regulation, and pharmacology.

**Associate Degree Applicable****PHT 601 Noncredit****Pharmacy Technician Licensure Exam Preparation****Lecture:** 18 contact hours

This noncredit course prepares students that have completed or are nearing completion of the Pharmacy Technology program for the state administered licensing examination for pharmacy technicians. This course is also recommended for students who desire refresher training. Topics include, but are not limited to: the duties of a pharmacy technician in the out-patient/community and the in-patient/institutional setting in the areas of pharmacy management/administration, pharmacy federal laws/regulation, and pharmacology. Also included are some basic test-taking techniques to increase proficiency on the state exam.

# Pharmacy Technology Associate of Science Degree

To earn an Associate Degree with a specialization in Pharmacy Technology, students must complete the required courses plus the general breadth requirements (minimum total = 60 units).

| Code  | Title                               | Units     |
|---|-------------------------------------|-----------|
| <b>Required Courses</b>                                     |                                     |           |
| Complete the following courses with a grade of C or higher: |                                     |           |
| PHT 060   | Pharmacy System I                   | 3         |
| PHT 062   | Pharmacology I                      | 3         |
| PHT 064   | Pharmacy Calculations               | 3         |
| PHT 070   | Pharmacy Systems II                 | 3         |
| PHT 071   | Pharmacology II                     | 3         |
| PHT 072   | Pharmacy Clinical Experience        | 5         |
| PHT 074   | Pharmacy Seminar                    | 2         |
| <b>Select one of the following:</b>                         |                                     |           |
| BIOL 100  | General Biology                     | 4         |
| BIOL 155  | Introductory Anatomy and Physiology | 4         |
| BIOL 250  | Human Anatomy and Physiology I      | 4         |
| BIOL 260  | Human Anatomy                       | 4         |
| CHEM 101  | Introductory Chemistry              | 4         |
| <b>Total Units</b>  |                                     | <b>26</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Prepare and distribute medicines to patients while working closely with pharmacists in hospitals, drug stores, and other medical settings
- Examine prescription orders for accuracy and completeness
- Use technology to maintain accurate patient records, prepare and package medicine, and process orders
- Implement safety and cleanliness regulations, rules, and procedures
- Demonstrate ethical leadership for the health care needs of our diverse communities
- Solve sample questions aligning with the California State Board of Pharmacy licensure

## Pharmacy Technology Certificate of Achievement

This certificate is designed to prepare the student for entry-level employment as a pharmacy technician, assisting pharmacists to provide medication and other healthcare products to patients; receiving and verifying written prescriptions, requests for prescription refills from patients, or electronic prescriptions sent from doctors' offices; retrieving, counting, pouring, weighing, measuring, and sometimes mixing medications; and preparing containers and labels for medications. Technicians may also establish and maintain patient profiles, prepare insurance claim forms, and stock and take inventory of prescription and over-the-counter medications.

| Code   | Title                               | Units     |
|--|-------------------------------------|-----------|
| <b>Required Courses</b>                                    |                                     |           |
| Complete the following courses with a grade of C or better |                                     |           |
| PHT 060  | Pharmacy System I                   | 3         |
| PHT 062  | Pharmacology I                      | 3         |
| PHT 064  | Pharmacy Calculations               | 3         |
| PHT 070  | Pharmacy Systems II                 | 3         |
| PHT 071  | Pharmacology II                     | 3         |
| PHT 072  | Pharmacy Clinical Experience        | 5         |
| PHT 074  | Pharmacy Seminar                    | 2         |
| <b>Select one of the following:</b>                        |                                     | <b>4</b>  |
| BIOL 100   | General Biology                     | 4         |
| BIOL 155   | Introductory Anatomy and Physiology | 4         |
| BIOL 250   | Human Anatomy and Physiology I      | 4         |
| BIOL 260   | Human Anatomy                       | 4         |
| CHEM 101   | Introductory Chemistry              | 4         |
| <b>Total Units</b>   |                                     | <b>26</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Prepare and distribute medicines to patients while working closely with pharmacists in hospitals, drug stores, and other medical settings.
- Examine prescription orders for accuracy and completeness.
- Use technology to maintain accurate patient records, prepare and package medicine, and process orders.
- Implement safety and cleanliness regulations, rules, and procedures.
- Demonstrate ethical leadership for the health care needs of our diverse communities.
- Solve sample questions aligning with the PTCB-Pharmacy Technician Certification Board Exam.

## Philosophy/Religious Studies

Whatever the vocational goal, students benefit from completing courses in philosophy and religious studies. Nearly everyone is concerned with the kinds of questions and experiences studied in philosophy and religion. Both fields of study are concerned with the nature of reality, truth and value, the human response to death and suffering, and those perennial human questions: Who am I? Why am I here? Where am I going?

Philosophy and religious studies courses require critical analysis, clarity, and understanding. These skills are achieved through careful and close reading of texts, images, and symbols as well as through descriptive and analytic writing. These are invaluable skills transferable to most vocations. Philosophy and religion courses require the study of diverse and often competing belief systems. This challenging and exciting endeavor can help us make sense of the events taking place in the world around us.

Students planning to transfer to a baccalaureate institution and major in philosophy or religious studies should consult a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Adam Pave (apave@sbccd.edu), Ph.D.

- 
- Philosophy Associate of Arts Transfer Degree (p. 300)

#### PHIL 101 3 Units

##### Introduction to Philosophy

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is a general introduction to the major problems and questions as pondered by philosophy's great thinkers. Attention is directed to both classic and modern philosophy and will include various voices from the history of philosophy as a basis for discussion of issues such as epistemology, metaphysics, ethics, and aesthetics.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** PHIL 100

#### PHIL 101H 3 Units

##### Introduction to Philosophy - Honors

**Lecture:** 54 contact hours

**Advisory:** ENGL 101 or ENGL 101H

This course is a general introduction to the major problems and questions as pondered by philosophy's great thinkers. Attention is directed to both classic and modern philosophy and will include various voices from the history of philosophy as a basis for discussion of issues such as epistemology, metaphysics, ethics, and aesthetics. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** PHIL 100

**PHIL 102 3 Units****Critical Thinking and Writing****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is an introduction to critical thinking focusing on argument and evidence and the ability to write coherent argumentative essays. Topics include recognition of the structures of reasoning in natural language, the evaluation of such reasoning (including informal fallacies), the uses and abuses of language, and an investigation of the rhetorical devices common in our culture. Students practice critical thinking by writing substantive arguments and essays.

**Associate Degree Applicable****Transfers to both UC/CSU****PHIL 103 3 Units****Introduction to Logic: Argument and Evidence****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

Introduction to the techniques of critical thought, including language analysis, inductive and deductive logic, symbolic logic, and the development of the scientific method.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PHIL 110**PHIL 105 3 Units****Introduction to Ethics****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to ethics focusing on the analysis of the basic ideas and principles underlying moral conduct. Theories such as utilitarianism, deontology, virtue ethics, and many others will form the basis of the course. Specific ethical problems arising in disciplines such as business, health care, administration of justice, and politics, as well as specific ethical problems confronting individuals, will also be addressed in this course.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PHIL 120**PHIL 112 3 Units****Philosophy in Literature****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course addresses ethical and metaphysical themes as presented in literature from the classical to the modern period. Philosophical problems such as freedom and determinism, the nature of virtue, the meaning of death, and the individual's relationship to the state and the structure of reality are explored through the encounter with novels, plays, short stories, and film.

**Associate Degree Applicable****Transfers to both UC/CSU****PHIL 180 3 Units****Death and Dying****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a study of dying, death, and bereavement. Medical, ethical, legal, philosophical, and religious considerations will be explored. (This is also offered as RELIG 180)

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 100 3 Units****Introduction to Religious Studies****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introductory study of religion, with emphasis on religious experience, the origins and function of religion, and the various modes of religious expression. Necessarily broad in scope, this course will draw on Eastern, Western, ancient, and modern religious phenomena to help students understand various religious components, such as myth, ritual, scripture, art, doctrine, and mysticism.

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 100H 3 Units****Introduction to Religious Studies - Honors****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introductory study of religion, with emphasis on religious experience, the origins and function of religion, and the various modes of religious expression. Necessarily broad in scope, this course will draw on Eastern, Western, ancient, and modern religious phenomena to help students understand various religious components, such as myth, ritual, scripture, art, doctrine, and mysticism. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 101 3 Units****Introduction to World Religions****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to the major religious traditions of the world with an emphasis on the beliefs, practices, and histories of Buddhism, Christianity, Confucianism, Hinduism, Islam, Judaism, and Taoism.

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 110 3 Units****Magic, Witchcraft, and Religion****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course introduces the study of beliefs and practices, past and present, associated with magic, witchcraft, and religion. Topics examined include ritual, symbolism, altered states of consciousness, and healing, as well as syncretism, change, and the social roles of these beliefs and practices. (This course is also offered as ANTHRO 110)

**Associate Degree Applicable****Transfers to both UC/CSU**

**RELIG 135 3 Units****Religion in America****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to the diverse expression of religion in the United States. Although limited by the history and geography of one country, the course necessarily draws from religions around the globe to help students understand how religion has grown and developed in the U.S. So, this course deals with a wide variety of expressions of religion, including the Puritans, slave religion, the religious reform movements, the Catholic, Protestant, Jewish, and Muslim communities, the African American religious experience, Eastern religions in America, and contemporary syncretistic religious movements.

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 150 3 Units****Introduction to Mythology****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to myth and its function in culture through an examination of creation stories, end-of-the world stories, hero stories, and trickster stories. Although focusing on the narrative expression of religion, this course necessarily draws from many traditions, including Native American, Greek, Roman, European, Islamic, Chinese, Hindu, and Japanese traditions of myth. In addition, this class will examine modern American myths.

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 175 3 Units****The Literature and Religion of the Bible****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course covers The English Bible as literature and as religion including an examination of the types of literature found in the Bible, the historical and religious context in which the literature was developed and an extensive reading of the two testaments. This course is also offered as ENGL 175. RELIG 175 is the transferable equivalent of ENGL 075. A student taking RELIG 175 may not earn credit for ENGL 075.

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 176 3 Units****Jesus and His Interpreters****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a study of images and interpretations of Jesus with three principle divisions: Jesus and the gospels or biblical tradition; Jesus and the historians, including the quest of historians and theologians for the Jesus of history; and Jesus and the arts (Jesus in art, music, film, and the literary arts, such as novels, poems, and plays.)

**Associate Degree Applicable****Transfers to both UC/CSU****RELIG 180 3 Units****Death and Dying****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is a study of dying, death, and bereavement. Medical, ethical, legal, philosophical, and religious considerations will be explored. (This course is also offered as PHIL 180)

**Associate Degree Applicable****Transfers to both UC/CSU**

## Philosophy Associate of Arts Transfer Degree

The Associate of Arts for Transfer (AA-T) in Philosophy provides students with invaluable skills transferable to most vocations. The law states that students will have guaranteed admission to a California State University (CSU) campus upon successful completion of the specified program requirements. Whatever the vocational goal, students benefit from completing this AA-T in Philosophy. Nearly everyone is concerned with the kinds of questions and experiences studied in philosophy. This field of study is concerned with the nature of reality, truth and value, the human response to death and suffering, and those perennial human questions: Who am I? Why am I here? And where am I going. Philosophy courses require critical analysis, clarity, and understanding. These skills are achieved through careful and close reading of texts, images, and symbols as well as through descriptive and analytic writing. The AA-T in Philosophy requires the study of diverse and often competing belief systems. This is a challenging and exciting endeavor that can help us make sense of the events taking place in the world around us. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Philosophy should consult with a counselor regarding the transfer process and lower division requirements.

| Code  | Title   | Units |
|---|---|-------|
| <b>Required Core Courses</b>  |   |       |
| PHIL 103  | Introduction to Logic: Argument and Evidence            | 3     |
| PHIL 101  | Introduction to Philosophy                              | 3     |
| or PHIL 101H  | Introduction to Philosophy - Honors                     |       |
| or PHIL 105   | Introduction to Ethics                                  |       |
| <b>List A - Select one of the following (3 units) or any course not used in required courses:</b> |   |       |
| PHIL 102  | Critical Thinking and Writing                           | 3     |
| ENGL 102  | Intermediate Composition and Critical Thinking          | 4     |
| or ENGL 102H  | Intermediate Composition and Critical Thinking - Honors |       |
| COMMST 125  | Critical Thinking Through Argumentation and Debate      | 3     |
| READ 102  | Critical Reading As Critical Thinking                   | 3     |
| <b>List B - Select two courses (6 units minimum) or any course not used in List A:</b>            |   |       |
| RELIG 101   | Introduction to World Religions                         | 3     |
| ENGL 175  | The Literature and Religion of the Bible                | 3     |

|              |  |   |
|--------------|--|---|
| or RELIG 175 | The Literature and Religion of the Bible |   |
| PHIL 180     | Death and Dying                          | 3 |
| or RELIG 180 | Death and Dying                          |   |

**List C - Select one course (3 units) or any course not selected from List A or List B:**

|               |  |   |
|---------------|--|---|
| PHIL 112      | Philosophy in Literature                   | 3 |
| RELIG 100     | Introduction to Religious Studies          | 3 |
| or RELIG 100H | Introduction to Religious Studies - Honors |   |
| RELIG 110     | Magic, Witchcraft, and Religion            | 3 |
| or ANTHRO 110 | Magic, Witchcraft, and Religion            |   |
| RELIG 135     | Religion in America                        | 3 |
| RELIG 150     | Introduction to Mythology                  | 3 |
| RELIG 176     | Jesus and His Interpreters                 | 3 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18-19</b> |
| <b>Total Units That May Be Double Counted</b>    |       | <b>9-12</b>  |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>11-17</b> |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Identify and analyze the structure of arguments, including recognizing conclusions, premises, and inference indicators by writing a response to that prompt
- Analyze and evaluate issues dealing with the tradition of philosophy, including but not limited to ethical, epistemological, and political philosophical issues, and/or the impact of Eastern traditions
- Apply the ideas and concepts in the tradition of philosophy to contemporary experience by writing a response to that prompt

## Physics

Physics is a fundamental science. It is concerned with finding and using the rules that govern everything—from the smallest pieces of the atom to the various collections of atoms—molecules, balls, planets, stars, and more—that compose the myriad contents of the universe. Students majoring in physics will be rewarded on a personal level with a deep understanding of the world around us. On a professional level, physicists find a variety of employment opportunities, which are relatively free of ethnic and gender bias, pay well, reward creativity, and are just plain fun.

Students planning to transfer to a four-year institution and major in physics should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Science (PS - 148)

Division Phone Number: (909) 384-8645

Faculty Chair: Anna Tolstova (atolstov@sbccd.edu), M.S.

- 
- Physics Associate of Science Degree (p. 302)
  - Physics Associate of Science Transfer Degree (p. 303)

### PHYSIC 101 4 Units

#### Introductory Physics

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Prerequisite:** MATH 095 or MATH 096

**Advisory:** ENGL 101 or ENGL 101H or READ 100

This is an introductory algebra based physics course. Emphasis is placed on developing an understanding of motion, forces, energy, momentum, waves, light, electricity, magnetism, and concepts of modern physics.

#### Associate Degree Applicable

Transfers to both UC/CSU

### PHYSIC 151 4 Units

#### General Physics for the Life Sciences I

**Lecture:** 54 contact hours

**Lab:** 54 contact hours

**Prerequisite:** MATH 103 or eligibility for MATH 151 or higher as determined by SBVC assessment process and ENGL 101 or ENGL 101H or higher as determined by SBVC assessment process.

**Advisory:** PHYSIC 101

This is the first course in a two-semester physics sequence designed primarily for students in biology, pharmacology, pre-medicine, physical therapy, and allied health programs. Topics include mechanics, waves, fluids, and thermodynamics. The needed concepts of calculus will be developed and used where appropriate. (Formerly PHYSIC 150A)

#### Associate Degree Applicable

Transfers to both UC/CSU

**C-ID:** PHYS 105/100S

**PHYSIC 152 4 Units****General Physics for the Life Sciences II****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** PHYSIC 151

This is the second course in a two-semester physics sequence designed primarily for students in biology, pharmacology, pre-medicine, physical therapy, and allied health programs. Topics include electricity, magnetism, optics, and modern physics. The needed concepts of calculus will be developed and used where appropriate. (Formerly PHYSIC 150B)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PHYS 110/100S**PHYSIC 202 4 Units****Physics I****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H and MATH 250 and PHYSIC 101

**Corequisite:** MATH 250. The department highly recommends completing MATH 250 prior to enrollment in PHYSIC 202.

This is a calculus based physics course covering mechanics and oscillations. This course is designed to satisfy the lower division physics requirement for majors in physics, engineering, astronomy, chemistry, geology, computer science and mathematics.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PHYS 205/200S**PHYSIC 203 4 Units****Physics II****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite/Corequisite:** MATH 251**Prerequisite:** PHYSIC 202

This is a calculus based physics course covering electricity, magnetism, and waves. This course is designed to satisfy the lower division physics requirement for majors in physics, engineering, astronomy, chemistry, geology, computer science and mathematics.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PHYS 210/200S**PHYSIC 204 4 Units****Physics III****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite/Corequisite:** MATH 251**Prerequisite:** PHYSIC 202**Advisory:** MATH 252

This is a calculus based physics course covering thermodynamics, fluids, optics, and modern physics. This course is designed to satisfy the lower division physics requirement for majors in physics, engineering, astronomy, chemistry, geology, computer science and mathematics.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PHYS 215/200S**PHYSIC 210 4 Units****Modern Physics****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite:** PHYSIC 203 and PHYSIC 204 and PHYSIC 151 and PHYSIC 152 and MATH 251

This is a calculus-based physics course in modern physics. Topics include relativity, quantum mechanics, atoms, molecules, condensed matter, nuclear, and particle physics.

**Associate Degree Applicable****Transfers to both UC/CSU****PHYSIC 222 1-3 Units****Independent Study in Physics****DIR:** 54 contact hours**Prerequisite:** PHYSIC 101**Advisory:** ENGL 101 or ENGL 101H

Students with previous course work in Physics may do assigned projects involving research and analysis of selected topics. The independent study is for students who are interested in furthering their knowledge of Physics. Prior to registration, a written contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only**

## Physics Associate of Science Degree

To graduate with a specialization in Physics, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

| Code                    | Title                       | Units     |
|-------------------------|-----------------------------|-----------|
| <b>Required Courses</b> |                             |           |
| PHYSIC 202              | Physics I                   | 4         |
| PHYSIC 203              | Physics II                  | 4         |
| PHYSIC 204              | Physics III                 | 4         |
| PHYSIC 210              | Modern Physics              | 4         |
| MATH 250                | Single Variable Calculus I  | 4         |
| MATH 251                | Single Variable Calculus II | 4         |
| MATH 252                | Multivariable Calculus      | 5         |
| <b>Total Units</b>      |                             | <b>29</b> |

| Code                       | Title                | Units |
|----------------------------|----------------------|-------|
| <b>Recommended Courses</b> |                      |       |
| CHEM 150                   | General Chemistry I  | 5     |
| CHEM 151                   | General Chemistry II | 5     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Transfer to an accredited university as a junior with a major in physics or a physics-related major
- Integrate physical concepts and principles to other science disciplines
- Develop a world view that incorporates the role of physics in modern society
- Solve work-related problems by employing physical concepts to formulate and solve representative physical models
- Apply physical knowledge and skills required in securing and maintaining employment
- Demonstrate a proficiency in standard physics laboratory techniques commonly acquired in lower-division coursework

## Physics Associate of Science Transfer Degree

The Associate of Science for Transfer (AS-T) in Physics provides students with a deep understanding of the world around them. This degree provides students with transfer preparation and pre-professional training. The AS-T in Physics explores with finding and using the rules that govern everything—from the smallest pieces of the atom to the various collections of atoms—molecules, balls, planets, stars, and more—that compose the myriad contents of the universe. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

The Associate in Art 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 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

To earn a Physics AS-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Physics should consult with a counselor regarding the transfer process and lower division requirements.

| Code                         | Title                      | Units |
|------------------------------|----------------------------|-------|
| <b>Required Core Courses</b> |                            |       |
| MATH 250                     | Single Variable Calculus I | 4     |

|            |                             |   |
|------------|-----------------------------|---|
| MATH 251   | Single Variable Calculus II | 4 |
| MATH 252   | Multivariable Calculus      | 5 |
| PHYSIC 202 | Physics I                   | 4 |
| PHYSIC 203 | Physics II                  | 4 |
| PHYSIC 204 | Physics III                 | 4 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>25</b>    |
| <b>Total Units That May Be Double Counted</b>    |       | <b>7</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>0-5</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Transfer to an accredited university as a junior with a major in physics or a physics-related major
- Integrate physical concepts and principles to other science disciplines
- Develop a world view that incorporates the role of physics in modern society
- Solve work-related problems by employing physical concepts to formulate and solve representative physical models
- Apply physical knowledge and skills required in securing and maintaining employment
- Demonstrate a proficiency in standard physics laboratory techniques commonly acquired in lower-division coursework

# Police Science

(also see Criminal Justice (p. 162))

One of modern government's most challenging tasks is the enforcement of laws and the protection of lives and property while respecting constitutional individual rights. Carefully selected, highly trained and motivated peace officers are central in this task. The Basic Law Enforcement Academy is presented in both an intensive and extended format for students interested in becoming peace officers.

The state screening requirements for admission into the Basic Law Enforcement Academy are: A person must have a physical examination, Department of Justice/Federal Bureau of Investigation fingerprint check and clearance, a valid California driver's license with no restrictions (one exception is corrective lenses), and never have been convicted of a felony. Police Science classes are certified by the California Commission on Peace Officer Standards and Training.

## Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 139)

Department Phone Number: (909) 384-4431

Program Director: Paul Dennis (pdennis@sbccd.edu), M.A.

- 
- Basic Peace Officer Certificate of Achievement (p. 307)

### POLICE 001 1.5 Units

#### Police Academy Preparation

**Lecture:** 36 contact hours

**Lab:** 8 contact hours

This course is designed to provide the student with the necessary information and guidance to meet the requirements for entry into and completion of the intensive or extended police academy. The course comprehensively covers personal leadership development skills as well as mental and physical preparation strategies fundamental to a successful police academy experience.

**Associate Degree Applicable**

### POLICE 002 24.5 Units

#### Basic Law Enforcement Academy

**Lecture:** 312 contact hours

**Lab:** 392 contact hours

**Corequisite:** POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103

**Advisory:** POLICE 001 and ENGL 101 or ENGL 101H

**Limitation on Enrollment:** Enrollment is limited to those students who meet state screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.

Basic training for new law enforcement officers. This course covers but is not limited to: leadership, professionalism and ethics, criminal justice system, juvenile law, patrol procedures, domestic violence, traffic enforcement, lifetime fitness, defensive tactics, first aid and CPR, and firearms.

**Associate Degree Applicable**

### POLICE 050 0.5 Units

#### Bicycle Patrol

**Lecture:** 8 contact hours

**Lab:** 24 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to give students basic knowledge of the use of the bicycle police patrol and to improve their bicycle riding skills. The course covers physical fitness, nutrition, bicycle-handling skills, range training with bicycle, bicycle maintenance and bicycle rides on and off road.

### POLICE 051 1 Unit

#### Bicycle Patrol - Instructor

**Lecture:** 16 contact hours

**Lab:** 24 contact hours

**Prerequisite:** POLICE 050

Students will learn how to apply the fundamentals of police bicycle patrol for the purpose of training other bicycle patrol officers. The course covers physical fitness, nutrition, bicycle maintenance, instructor development, facilitation skills, and bicycle handling skills.

### POLICE 060 1.5 Units

#### Traffic Collision Investigation - Basic

**Lecture:** 32 contact hours

**Lab:** 8 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course offers a practical application of how to use report forms and accident investigation terminology together with the study of vehicle code law, court decisions and other traffic related subject matter.

### POLICE 061 1.5 Units

#### Traffic Collision Investigation - Intermediate

**Lecture:** 32 contact hours

**Lab:** 8 contact hours

**Prerequisite:** POLICE 060

This course is designed for experienced traffic collision investigators. Emphasis is on the applications of mathematics and physics to collision analysis, skidmark analysis, scene documentation and evaluation.

### POLICE 062 4 Units

#### Traffic Collision Investigation - Advanced

**Lecture:** 72 contact hours

**Lab:** 8 contact hours

**Prerequisite:** POLICE 060

This course is designed for experienced traffic collision investigators. Emphasis is on the applications of basic mathematics and physics to collision analysis, scene documentation and evaluation.

### POLICE 063 4 Units

#### Traffic Collision Investigation - Reconstruction

**Lecture:** 72 contact hours

**Lab:** 8 contact hours

**Prerequisite:** POLICE 062

This course will investigate and describe various relationships in physics as they relate to traffic collision reconstruction. This course covers auto-pedestrian, bicycle collisions, articulated vehicles, reconstruction methodology, motion analysis, velocity reconstruction and step-by-step reconstruction process.



**POLICE 064 1 Unit****Traffic Collision Investigation - Motor Vehicle Inspection****Lecture:** 16 contact hours**Lab:** 24 contact hours**Prerequisite:** POLICE 060

This course is designed to enhance the investigative techniques of a traffic collision investigation. It will show students how to conduct a complete inspection of a motor vehicle from bumper to bumper in order to determine if any of the vehicle systems caused or contributed to the outcome of the collision.

**POLICE 065 1 Unit****Driving Under the Influence (DUI)****Lecture:** 24 contact hours**Lab:** 8 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to provide a student with a better understanding of driving under the influence (DUI) laws. The student will receive information on DUI laws, report writing, courtroom testimony, field sobriety tests and alcohol correlation studies.

**POLICE 070 0.5 Units****Firearms****Lecture:** 10 contact hours**Lab:** 14 contact hours

**Limitation on Enrollment:** Enrollment is limited to those students who meet state screening requirements as outlined in the government code California Penal Code and the Commission of Peace Officer Standards and Training Administrative Manua.

This course satisfies the Commission of Peace Officer Standards and Training (POST) firearms certification for PC 832. Additionally, this course exceeds the State of California firearms safe handling and use certification required from any person purchasing a firearm in California.

**POLICE 071 1.5 Units****Arrest and Control****Lecture:** 30 contact hours**Lab:** 10 contact hours

This course provides the student with the knowledge and skills necessary to qualify for limited peace officer powers as required by Penal Code Section 832. The course will emphasize laws of arrest, search and seizure, evidence, and the investigative process. This course meets the curriculum standards of the California Board of Corrections and the California Commission on Peace Officers Standards and Training.

**POLICE 072 1 Unit****Crisis Intervention and Negotiation****Lecture:** 24 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to provide the student with a better understanding of crisis intervention and appropriate response. The student will receive information on the mental health systems, psychotic disorders, mood disorders, personality disorders, post-traumatic disorder, Alzheimer, and developmental disorders.

**POLICE 073 2 Units****Child Abuse Investigation****Lab:** 40 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to provide the student with an overview of the child abuse investigative process. It will focus on child abuse law, psychological factors of the offender, interviewing techniques and responsibilities of the child abuse investigator.

**POLICE 074 1 Unit****Gang Awareness****Lecture:** 24 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to provide the student with a better understanding of various gangs in the community. Topics will include: the history of gangs, gang dynamics, gang prosecution and officer safety considerations.

**POLICE 075 5 Units****Special Weapons and Tactics (SWAT)****Lecture:** 80 contact hours**Lab:** 40 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

**Limitation on Enrollment:** Students must be selected by their respective law enforcement agency and pass Special Weapons and Tactics Team departmental qualifications prior to registration.

This course is designed for new members of special weapons and tactics teams. It will cover concepts of planning, tactical operations, approach, entry, and search techniques, as well as the use of chemical agents, and weapons.

**POLICE 076 3.5 Units****Homicide Investigation****Lecture:** 64 contact hours**Lab:** 16 contact hours

**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This advanced course will train investigators in the highly specialized field of homicide investigation. It will cover the legal aspects of death investigation, homicide crime scene procedures, autopsy, psychological profiling, criminal psychology, laboratory work, gunshots, asphyxia, drowning, burning, cutting, stabbing, and interviewing techniques.

**POLICE 077 3.5 Units****Crime Scene Investigation****Lecture:** 64 contact hours**Lab:** 16 contact hours

**Limitation on Enrollment:** Students must be employed in a sworn or civilian position with a law enforcement agency performing duties related to crime scene investigation or be employed as a law enforcement officer.

This course reviews principles of evidence collection. Course topics will include crime scene examination, recording, gathering trace evidence, collecting and packaging of biological evidence and the use of camera in crime scene investigation.

**POLICE 078 1.5 Units****Crime Scene and Forensic Photography****Lecture:** 24 contact hours**Lab:** 16 contact hours**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).**Limitation on Enrollment:** Students must be employed in a sworn or civilian position with a law enforcement agency performing duties related to crime scene investigation or be employed as a law enforcement officer.

This course provides students with an introduction to forensic photography of crime scene investigation. It examines the methods utilized in crime scene forensic photography including daylight/nighttime photography, impression photography, close-up photography, and video photography.

**POLICE 079 1.5 Units****Blood Stain Pattern Analysis****Lecture:** 24 contact hours**Lab:** 16 contact hours**Limitation on Enrollment:** Students must be employed in a sworn or civilian position with a law enforcement agency performing duties related to crime scene investigation or be employed as a law enforcement officer.

This course provides a basic and fundamental knowledge in the field of bloodstain pattern interpretation and illustrates the scientific principles and practical application of bloods stain patterns.

**POLICE 090 1.5 Units****Field Training Officer****Lecture:** 32 contact hours**Lab:** 8 contact hours**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to provide the student with an understanding of the purpose of the field-training program. This course will focus on the fundamentals of basic training in patrol concepts and procedures.

**POLICE 091 1 Unit****Field Training Officer - Update****Lecture:** 18 contact hours**Lab:** 8 contact hours**Prerequisite:** POLICE 090

This course is designed to provide current Field Training Officers with an update on the fundamentals of basic training in patrol concepts and procedures. Students will be updated on the current practices of evaluations, legal aspects, vehicle pursuits, weapons, building searches, prisoner restraints, and the use of force.

**POLICE 092 4 Units****Police Supervision****Lecture:** 80 contact hours**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).**Limitation on Enrollment:** Registration is limited to students who have successfully completed program prerequisites.

This course covers police supervision techniques including problems of leadership and responsibilities, performance evaluation, instructional and disciplinary methods, motivation, and psychological aspects of supervision.

**POLICE 093 2 Units****Civilian Supervision****Lecture:** 40 contact hours

In this course, students will learn supervisory techniques of non-sworn law enforcement employees including clerical, maintenance, janitorial and auto mechanics. The class includes problems of leadership and responsibilities, performance evaluation, instructional and disciplinary methods, motivation, and psychological aspects of supervision.

**POLICE 094 1.5 Units****Academy Instructor Certificate Program (AICC)****Lecture:** 25 contact hours**Lab:** 15 contact hours**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to provide instruction for Peace Officer Standards and Training (POST) academy instructors in adult learning principles including instructional planning skills, presentation and facilitation techniques.

**POLICE 095 1 Unit****Force Option Simulator Instructor****Lecture:** 10 contact hours**Lab:** 30 contact hours**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed as a train the trainer class and meets all requirements for Peace Officer Standards and Training (POST) force options simulator instructor certification. This class will provide the trainer with an in-depth understanding of scenario-based training, increase their knowledge of federal and state laws governing use of force, and increase their knowledge of case laws and department policies regarding use of force.

**POLICE 096 1 Unit****Firearms Instructor Course****Lecture:** 10 contact hours**Lab:** 30 contact hours**Prerequisite:** Completion of POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102 and POLICE 103 (POST Regular Basic Course) or CRMJUS 059 and CRMJUS 060 and CRMJUS 061 (Modules I II and III).

This course is designed to prepare the student with the fundamentals of teaching law enforcement firearms techniques to others and to create and administer a safe and quality firearms training program. Part of the training includes various shooting styles, updates, and instruction on the most effective contemporary techniques used in law enforcement today. How to diagnose shooting problems through target analysis, and how to properly correct the problems will be covered as well.

**POLICE 100 3 Units****Criminal Law****Lecture:** 54 contact hours**Corequisite:** POLICE 002 and POLICE 101 and POLICE 102 and POLICE 103**Advisory:** ENGL 101 or ENGL 101H

**Limitation on Enrollment:** This course is limited to students who have successfully met state screening requirements: possession of a California driver's license without restrictions other than required eyeglasses or contact lenses and possession of a current letter of clearance issued by the California Department of Justice that certifies the right to be in possession of a firearm.

This course analyses property crimes, crimes against persons, crimes against children, child abuse reporting, sex crimes, crimes against the judicial system, weapons violations, relevant laws and court decisions and crimes against the public peace. This course will focus on the relationship between criminal law and the criminal justice system. Classification of crimes and their application to the criminal justice system will also be covered in the course.

**Associate Degree Applicable****Transfers to CSU only****POLICE 101 3 Units****Procedure and Evidence****Lecture:** 54 contact hours**Corequisite:** POLICE 002 and POLICE 100 and POLICE 102 and POLICE 103**Advisory:** ENGL 101 or ENGL 101H

**Limitation on Enrollment:** Enrollment is limited to those students who meet the screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.

This course will address a peace officer's authority, liability and responsibility to make a lawful arrest, and current search and seizure laws. It includes the origin, development, philosophy, and constitutional basis of evidence; rules and procedures governing admissibility and judicial decisions interpreting individual rights.

**Associate Degree Applicable****Transfers to CSU only****POLICE 102 3 Units****Community Policing****Lecture:** 54 contact hours**Corequisite:** POLICE 002 and POLICE 100 and POLICE 101 and POLICE 103**Advisory:** ENGL 101 or ENGL 101H

**Limitation on Enrollment:** Enrollment is limited to those students who meet the screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.

This course addresses the origin, concepts and philosophy of community policing, and victim awareness and the development of positive relationships with the public. It includes cultural diversity and discrimination.

**Associate Degree Applicable****Transfers to CSU only****POLICE 103 3 Units****Introduction to Criminal Investigation****Lecture:** 54 contact hours**Corequisite:** POLICE 002 and POLICE 100 and POLICE 101 and POLICE 102**Advisory:** ENGL 101 or ENGL 101H

**Limitation on Enrollment:** Enrollment is limited to those students who meet screening requirements as outlined in the Government Code California Penal Code and the Commission on Peace Officer Standards and Training Administrative Manual.

This course will address the examination of crime, evidence and police procedures in investigating crime. This includes documenting, recording and preserving evidence found at crime scenes.

**Associate Degree Applicable****Transfers to CSU only**

## Basic Peace Officer Certificate of Achievement

This certificate is designed for state certified entry-level positions in law enforcement agencies. Successful completion of this program and subsequent completion of the hiring agencies probationary period in a Peace Officers' Standards and Training (POST) certified agency qualifies the student for a California POST certificate. This program meets Penal Code §832 requirement of training as a peace officer in the state of California. This program is offered in two formats: The Intensive Format (approximately 23 weeks) and the Extended Format (approximately 52 weeks).

| Code                    | Title                                  | Units       |
|-------------------------|--|-------------|
| <b>Required Courses</b> |  |             |
| POLICE 002              | Basic Law Enforcement Academy          | 24.5        |
| POLICE 100              | Criminal Law                           | 3           |
| POLICE 101              | Procedure and Evidence                 | 3           |
| POLICE 102              | Community Policing                     | 3           |
| POLICE 103              | Introduction to Criminal Investigation | 3           |
| <b>Total Units</b>      |  | <b>36.5</b> |

| Code                      | Title                      | Units |
|---------------------------|----------------------------|-------|
| <b>Recommended Course</b> |                            |       |
| POLICE 001                | Police Academy Preparation | 1.5   |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

***This is a Gainful Employment Program***

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Apply to any law enforcement agency in the State of California as a peace officer
- Apply knowledge and skills required in completing a Field Training Program (FTO)
- Apply understanding and skills essential in patrol procedures, firearms, administration of justice, defensive tactics, physical training, First Aid, cardiopulmonary resuscitation, traffic investigation, water safety, and driver training

- Recognize the importance of community policing, cultural diversity, victim awareness, and the development of positive community relationships
- Identify and understand key crime prevention techniques; and to accurately read and recognize circumstances under which search and seizures can be conducted
- Analyze the relationships between law enforcement, corrections, and courts
- Understand criminal law and the criminal justice system; and the origin, philosophy, concepts, and procedure of evidence; the judicial decisions and theories, degrees of evidence, individual rights, and case studies
- Choose to further their education by completing the requirements for an Administration of Justice degree

## Political Science

The Political Science Department offers courses satisfying general education requirements for an Associate Degree and transfer requirements for the majors offered at colleges and universities. Our department offers courses to meet the California State University graduation requirement of U.S. Constitution and California State and local government, and may be certified for CSU GE-Breadth (POLIT 100). We also offer courses that provide service-learning opportunities for students seeking development of leadership skills through involvement in on-and off-campus community service (POLIT 138, POLIT 138H, POLIT 139, and POLIT 139H). For students interested in global affairs, we offer Comparative Politics (POLIT 140) and World Politics (POLIT 141 and POLIT 141H). We offer POLIT 110 and POLIT 110H for students interested in the development of Western political thought and philosophy.

A major in Political Science provides useful preparation for students interested in careers in politics, government (including the foreign service, the military and intelligence); teaching; public administration; public relations; law enforcement; the legal professions, and related fields. Students planning to transfer to a four-year institution and major in political science should consult with a counselor regarding the transfer process and lower-division requirements.

### Contact Information

Division: Social Science, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Riase Jakpor (rjakpor@sbccd.edu), Ph.D.

- 
- Political Science Associate of Arts Transfer Degree (p. 310)

### POLIT 100 3 Units

#### American Politics

**Lecture:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 as determined by SBVC assessment process and READ 015.

This course is a basic introduction to American politics that is designed to meet requirements in United States and California constitution and government with primary emphasis on the American national government. Topics covered include the political philosophy of democracy and constitutionalism; the specific provisions of the United States Constitution and Bill of Rights; the operations of national political institutions including Congress, the President, and the Supreme Court; the role of political parties; and an overview of California government and politics.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** POLS 110

### POLIT 110 3 Units

#### Introduction to Political Theory

**Lecture:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a survey of Western political thought from classical times to the contemporary period. The course explores such controversial topics as the nature of justice, the morality of political deception and violence, the proper limits of governmental power, the virtues (and challenges) of political diversity, and the future of the bourgeois state in an era of globalization.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** POLS 120

### POLIT 110H 3 Units

#### Introduction to Political Theory - Honors

**Lecture:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a survey of Western political thought from classical times to the contemporary period. The course utilizes selected primary texts to explore such controversial topics as the nature of justice, the morality of political deception and violence, the proper limits of governmental power, the virtues (and challenges) of political diversity, and the future of the bourgeois state in an era of globalization. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** POLS 120

### POLIT 138 3 Units

#### Service Learning: Student Leadership

**Lecture:** 18 contact hours

**Lab:** 108 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a service-learning course designed for the development of leadership skills through participation in student government or other campus activities. The topics covered include community college governance, collaborative problem solving, student issues, methods of effective advocacy, parliamentary procedures, relevant laws, and the challenges and opportunities of social diversity.

**Associate Degree Applicable**

**Transfers to CSU only**

**POLIT 138H 3 Units****Service Learning: Student Leadership - Honors****Lecture:** 18 contact hours**Lab:** 108 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a service-learning course designed for the development of leadership skills through participation in student government or other campus activities. The topics covered include community college governance, collaborative problem solving, student issues, methods of effective advocacy, parliamentary procedures, relevant laws, and the challenges and opportunities of social diversity. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to CSU only****POLIT 139 3 Units****Service Learning: Community Leadership****Lecture:** 18 contact hours**Lab:** 108 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a service-learning course designed for the development of leadership skills through participation in community affairs on the federal, state, and local levels. The topics covered include street-level politics, coalition-building, direct and indirect lobbying, mass media communications, multicultural relations, legal requirements, and other aspects of civic involvement.

**Associate Degree Applicable****Transfers to both UC/CSU****POLIT 139H 3 Units****Service Learning: Community Leadership - Honors****Lecture:** 18 contact hours**Lab:** 108 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course is a service-learning course designed for the development of leadership skills through participation in community affairs on the federal, state, and local levels. The topics covered include street-level politics, coalition-building, direct and indirect lobbying, mass media communications, multicultural relations, legal requirements, and other aspects of civic involvement. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****POLIT 140 3 Units****Introduction to Comparative Politics****Lecture:** 54 contact hours**Advisory:** READ 100 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

This introductory course compares different political systems to evaluate their similarities and dissimilarities with respect to their corresponding political institutions and processes. Themes covered include presidential versus parliamentary democratic governance; authoritarian versus democratic regimes; patterns of state involvement in the political economy; society and citizen participation through interest groups, political parties and elections.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** POLS 130**POLIT 141 3 Units****Introduction to World Politics****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This introductory course in world politics (international relations) surveys the principal actors, issues and processes involved in international relations. It includes paradigms and approaches in the study of world politics; foreign policy; issues of war and peace; international organizations; international law; globalization; international political economy, including global financial and trade institutions; human rights; and the global environment with respect to sustainable development.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** POLS 140**POLIT 141H 3 Units****Introduction to World Politics - Honors****Lecture:** 54 contact hours**Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This introductory course in world politics (international relations) surveys the principal actors, issues and processes involved in international relations. It includes paradigms and approaches in the study of world politics; foreign policy; issues of war and peace; international organizations; international law; globalization; international political economy, including global financial and trade institutions; human rights; and the global environment with respect to sustainable development. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** POLS 140

**POLIT 150 3 Units****Introduction to Public Policy****Lecture:** 54 contact hours**Advisory:** ENGL 101 or ENGL 101H

This course is an introduction to public policy. It introduces the basic concepts and processes underlying policy analysis, including application of these concepts to economic and budgetary policy, health care policy, welfare and social security policy, education policy, and environmental and energy policy, and social and cultural policies. It covers the actors involved in the policy process such as institutions, congress, the executive branch, and groups. It also addresses the theories involved in the policy process as well as the environment in which policy is made in the United States.

**Associate Degree Applicable****Transfers to both UC/CSU****POLIT 222 1-3 Units****Independent Study in Political Science****DIR:** 162 contact hours

Students with previous course work in Political Science may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Political Science and related fields. Student work may include but not be limited to readings, research, projects, intern assignments and conferences. Prior to registration, a contract must be prepared jointly by the instructor and the student.

**Associate Degree Applicable****Transfers to CSU only**

## Political Science Associate of Arts Transfer Degree

Political Science is the academic discipline that investigates the institutions and processes by which human societies are ruled. Political scientists use the techniques of empirical research and historical analysis, along with normative consideration of the ends of political action, to explore the outcomes of various governmental arrangements and alternatives. The study of political science will prepare students for careers in law, politics, governmental service, social science teaching, and journalism, as well as for active participation in the political system of the United States.

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.

To earn a Political Science AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in political science should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title   | Units        |
|--|---|--------------|
| <b>Required Core Courses</b>                     |   |              |
| POLIT 100  | American Politics                                       | 3            |
| <b>List A - Select three of the following:</b>   |   |              |
| POLIT 141  | Introduction to World Politics                          | 3            |
| or POLIT 141H                                    | Introduction to World Politics - Honors                 |              |
| POLIT 110  | Introduction to Political Theory                        | 3            |
| or POLIT 110H                                    | Introduction to Political Theory - Honors               |              |
| POLIT 140  | Introduction to Comparative Politics                    | 3            |
| ECON 208   | Business and Economic Statistics                        | 4            |
| or MATH 108                                      | Introduction to Probability and Statistics              |              |
| or PSYCH 105                                     | Statistics for the Behavioral Sciences                  |              |
| <b>List B - Select two of the following:</b>     |   |              |
| ANTHRO 102                                       | Cultural Anthropology                                   | 3            |
| or ANTHRO 102H                                   | Cultural Anthropology - Honors                          |              |
| COMMST 135                                       | Mass Media and Society                                  | 3            |
| ECON 100   | Introduction to Economics                               | 3            |
| ECON 200   | Principles of Macroeconomics                            | 3            |
| or ECON 200H                                     | Principles of Macroeconomics - Honors                   |              |
| ECON 201   | Principles of Microeconomics                            | 3            |
| or ECON 201H                                     | Principles of Microeconomics - Honors                   |              |
| HIST 100   | United States History to 1877                           | 3            |
| or HIST 100H                                     | United States History to 1877 - Honors                  |              |
| HIST 101   | United States History: 1865 to Present                  | 3            |
| or HIST 101H                                     | United States History: 1865 to Present - Honors         |              |
| HIST 137   | Experiences of Racial and Ethnic Groups in U.S. History | 3            |
| or ETHS 137                                      | Experiences of Racial and Ethnic Groups in U.S. History |              |
| HIST 150   | Introduction to Latin American History                  | 3            |
| HIST 170   | World History to 1500                                   | 3            |
| HIST 171   | World History Since 1500                                | 3            |
| POLIT 138  | Service Learning: Student Leadership                    | 3            |
| or POLIT 138H                                    | Service Learning: Student Leadership - Honors           |              |
| POLIT 139  | Service Learning: Community Leadership                  | 3            |
| or POLIT 139H                                    | Service Learning: Community Leadership - Honors         |              |
| POLIT 150  | Introduction to Public Policy                           | 3            |
| PSYCH 100  | General Psychology                                      | 3            |
| or PSYCH 100H                                    | General Psychology - Honors                             |              |
| RELIG 135  | Religion in America                                     | 3            |
| SOC 100  | Introduction to Sociology                               | 3            |
| or SOC 100H                                      | Introduction to Sociology - Honors                      |              |
| <b>Code</b>                                      | <b>Title</b>  | <b>Units</b> |
| <b>Major Total</b>                               |   | <b>18-19</b> |
| <b>Total Units That May Be Double Counted</b>    |   | <b>12</b>    |
| <b>General Education (CSU-GE or IGETC) Units</b> |   | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |   | <b>14-17</b> |
| <b>Total Units</b>                               |   | <b>60</b>    |

*See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.*

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## **Program Learning Outcomes**

**At the completion of this program, students will be able to:**

- Demonstrate a comprehensive understanding of the domestic governmental institutions and political practices of the United States – at the national, state, and local levels – including their Constitutional bases; the special functions of the legislative, executive, and judicial branches and their associated bureaucratic and regulatory agencies; and the activities of leading participants in the political process including organized special interest groups, political parties, and grass-roots activists.
- Demonstrate a keen awareness of the world beyond our national borders and know the principal players in world politics—state actors (countries) and non-state actors such as international governmental organizations (IGOs) and international non-governmental organizations (INGOs), and their respective role in creating world order; employ the principle of levels of analysis to explain a major development in world politics such as the outbreak of war or a complex foreign policy decision; understand the principal parameters around which to compare different political systems; have an understanding of how different historical and cultural forces end up creating different regimes—authoritarian regimes or democratic regimes; and have a general knowledge of the fundamental components of political economy—public goods, taxation, regulations, trade policies, employment, and money supply.
- Demonstrate an understanding of the practical skills needed for employment, or other participation, in governmental and political contexts.

# Psychiatric Technology

This program is designed to prepare students to become Psychiatric Technicians who provide quality care to assist patients in attaining their maximum level of wellness. Graduates are eligible to take the state licensing examination. The program is accredited by:

California State Board of Vocational Nurses and Psychiatric Technicians  
2535 Capitol Oaks Drive, Suite 205  
Sacramento, CA 95833.

Students are admitted in the Fall and Spring semesters. Students must complete program prerequisites, support courses, required courses, and apply and be accepted to the program. To enroll in the program, students must pass a Livescan background check and meet the health requirements. California law allows for denial of the PT license based on any conviction or legal action related to PT practice. For further information: [http://www.bvnpt.ca.gov/licensees/fingerprint\\_faqs.shtml](http://www.bvnpt.ca.gov/licensees/fingerprint_faqs.shtml) ([http://www.bvnpt.ca.gov/licensees/fingerprint\\_faqs.shtml](http://www.bvnpt.ca.gov/licensees/fingerprint_faqs.shtml))

## Contact Information

Department: Health and Life Sciences (HLS - 101)

Department Phone Number: (909) 384-4550

Faculty Chair: Maria Valdez ([mvaldez@sbccd.edu](mailto:mvaldez@sbccd.edu)), M.A.

## Prerequisites for the Psychiatric Technology Program

- High school completion (official transcript or Diploma or G.E.D., AA Degree, BS Degree, or foreign graduate that has been evaluated by AERC (American Educational Research Corporation), or IERF (International Education Research Foundation), or World Education Services.
- Complete the following courses with a grade of C or higher:
 

| Code   | Title  | Units |
|--|--|-------|
| ENGL 101   | Freshman Composition   | 4     |
|  | or ENGL 101H Freshman Composition-Honors                           |       |
| PSYCH 100  | General Psychology   | 3     |
|  | or PSYCH 100I General Psychology - Honors                          |       |
| MATH 108   | Introduction to Probability and Statistics <sup>1</sup>            | 4     |
|  | or PSYCH 105 Statistics for the Behavioral Sciences                |       |
| Human Anatomy and Physiology - Select one series from the following: |  |       |
| BIOL 155   | Introductory Anatomy and Physiology <sup>2</sup>                   | 4     |
| BIOL 250 & BIOL 251  | Human Anatomy and Physiology I and Human Anatomy and Physiology II | 8     |
| BIOL 260 & BIOL 261  | Human Anatomy and Human Physiology                                 | 8     |
- Students have the option to enroll in PSYCH 110, PSYCH 111, or PSYCH 112 if PSYCH 100 or PSYCH 100H was completed more than 5 years ago.
- BIOL 155 and PSYCH 100 must be completed within 5 years of starting the program. Foreign transcripts must be evaluated for equivalency by an approved agency. See program Director/Department Chair.

<sup>1</sup> Or completion of MATH 095 or MATH 096 or higher can be used in lieu of the math requirement utilizing the challenge process. See program Director/Department Chair for additional information.

<sup>2</sup> BIOL 155, BIOL 261 (<https://catalog.valleycollege.edu/search/?P=BIOL%20261>) (or BIOL 250 (<https://catalog.valleycollege.edu/search/?P=BIOL%20250>) & BIOL 251 (<https://catalog.valleycollege.edu/search/?P=BIOL%20251>)) must be taken within 5 years of application to the program; Fully online sciences will not be accepted. BIOL 250 (<https://catalog.valleycollege.edu/search/?P=BIOL%20250>) & BIOL 251 (<https://catalog.valleycollege.edu/search/?P=BIOL%20251>) must be completed at the same regionally accredited institution.

## Application to the Psychiatric Technician

Applications to the Psychiatric Technician program may only be submitted when all program prerequisites have been completed. Applications must be submitted online via the link provided on the SBVC Psychiatric Technician webpage. The applications will be accepted March 1 – 15 for entry in the fall and October 1-15 for entry in the Spring. The application will not be accepted if falsification or inaccurate information is provided. Submit the following to Admission & Records prior to submitting the application:

- Official college transcripts from all colleges or universities attended except for SBVC or Crafton Hills College. Transcripts must be issued within the last 6 months and document that the program prerequisites have been completed. If transcripts are from a foreign country, they must be evaluated for equivalency - see Admission Clerk.
- High School completion document.

## Acceptance Procedure

Effective Fall 2019 the Psychiatric Technology Program will select students through a point system. All prerequisites must be completed prior to applying, no exceptions. Once the application period has closed, the acceptance committee will review all completed applications. Students ranked with the highest points will then be selected for entry. Applicants will be notified via email and Canvas of their application status.

- Psychiatric Technology Associate of Science Degree (p. 313)
- Psychiatric Technology Certificate of Achievement (p. 314)

### PSYTCH 084 17 Units

#### Introduction to Psychiatric Technology

**Lecture:** 180 contact hours

**Lab:** 378 contact hours

**Limitation on Enrollment:** Registration is limited to students who have completed program prerequisites and have been accepted into the Psychiatric Technology program.

This course is an introduction to psychiatric technology emphasizing basic therapeutic communication, pharmacology, growth and development, developmental disabilities, behavior modification, nutrition, and nursing care, including application of basic nursing skills to the care of clients with developmental disabilities.

**Associate Degree Applicable**



**PSYTCH 085 12 Units****Psychiatric Technology: Nursing Science****Lecture:** 126 contact hours**Lab:** 270 contact hours**Prerequisite:** PSYTCH 084

**Limitation on Enrollment:** Registration is limited to students who have completed the program prerequisites and have been accepted into the Psychiatric Technology program.

This course is the study of basic nursing science concepts and skills with emphasis on nursing care for pediatric, adult and geriatric clients with medical and surgical disorders. Application of theory to the care of physically ill clients in acute and long-term care agencies.

**Associate Degree Applicable****PSYTCH 086 17 Units****Introduction to Psychiatric Technology: Behavioral Science****Lecture:** 180 contact hours**Lab:** 378 contact hours**Prerequisite:** PSYTCH 084

**Limitation on Enrollment:** Registration is limited to students who have completed prerequisites and have been accepted into the Psychiatric Technology program.

This course is a study of psychiatric mental disorders with emphasis on causes, clinical manifestations, diagnosis, interventions and treatments. Included is the application of mental health theory to the basic nursing care of clients in acute, long-term care, and state mental health institutional settings.

**Associate Degree Applicable****PSYTCH 601 Noncredit****Psychiatric Technology Licensure Exam Preparation****Lecture:** 18 contact hours

This noncredit course prepares students that have completed or are nearing completion of the psychiatric technology program for the state administered licensing examination for psychiatric technicians. This course is also recommended for students who desire refresher training. Topics include, but are not limited to, nursing science – theory and techniques, basic nursing, developmental disabilities, medications, psychiatric mental health nursing. Also included are some basic test-taking techniques to increase proficiency on the state exam.

## Psychiatric Technology Associate of Science Degree

This degree program is designed to prepare students to become Psychiatric Technicians who provide quality care and assist patients in attaining their maximum level of wellness. Graduates are eligible to take the state licensing examination. The program is accredited by the California State Board of Vocational Nurses and Psychiatric Technicians, 2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833.

To graduate with a specialization in Psychiatric Technology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (not included for entry into the Psychiatric Technology Program). This will exceed the minimum total of 60 applicable units. All Psychiatric Technology courses (PSYTCH 084, PSYTCH 085 and PSYTCH 086) must be completed within a 5 year period.

| Code                                  | Title                               | Units |
|---------------------------------------|-------------------------------------|-------|
| <b>General Education Requirements</b> |                                     |       |
| Biology (4-8 units)                   |                                     |       |
| BIOL 155                              | Introductory Anatomy and Physiology | 4     |

|                          |  |              |
|--------------------------|--|--------------|
| BIOL 250 & BIOL 251      | Human Anatomy and Physiology I and Human Anatomy and Physiology II | 8            |
| BIOL 260 & BIOL 261      | Human Anatomy and Human Physiology                                 | 8            |
| English                  |  |              |
| ENGL 101                 | Freshman Composition   | 4            |
|                          | or ENGL 101H Freshman Composition-Honors                           |              |
| Mathematics <sup>1</sup> |  |              |
| MATH 095                 | Intermediate Algebra   | 4-5          |
|                          | or MATH 096 Elementary and Intermediate Algebra                    |              |
| Psychology               |  |              |
| PSYCH 100                | General Psychology   | 3            |
|                          | or PSYCH 100H General Psychology - Honors                          |              |
| <b>Required Courses</b>  |  |              |
| PSYTCH 084               | Introduction to Psychiatric Technology                             | 17           |
| PSYTCH 085               | Psychiatric Technology: Nursing Science                            | 12           |
| PSYTCH 086               | Introduction to Psychiatric Technology: Behavioral Science         | 17           |
| <b>Total Units</b>       |  | <b>61-66</b> |

<sup>1</sup> or Completion of a Higher Level Math

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Pass an online simulated Psychiatric Technology State Board Certification examination (BVNPT)
- Pass the Psychiatric Technology State Board Certification examination (BVNPT)

## Psychiatric Technology Certificate of Achievement

This certificate is designed to prepare students for employment as a Psychiatric Technician, providing care and participating in the treatment of mentally and developmentally disabled clients. Learning activities are conducted on the college campus and a variety of community agencies.

The curriculum prepares students to take the California Psychiatric Technician license examination. The Psychiatric Technology program is accredited by the California Board of Vocational Nursing and Psychiatric Technicians.

Students must complete program prerequisites, apply and be accepted into the Psychiatric Technology program. To enroll in the program, students must pass a background check and meet health requirements. The California Board of Vocational Nursing and Psychiatric Technicians may deny a license based on any conviction or action substantially related to Psychiatric Technician practice.

| Code                                  | Title  | Units        |
|---------------------------------------|--|--------------|
| <b>General Education Requirements</b> |  |              |
| Biology (4-8 units)                   |  |              |
| BIOL 155                              | Introductory Anatomy and Physiology                                | 4            |
| BIOL 250 & BIOL 251                   | Human Anatomy and Physiology I and Human Anatomy and Physiology II | 8            |
| BIOL 260 & BIOL 261                   | Human Anatomy and Human Physiology                                 | 8            |
| English                               |  |              |
| ENGL 101 or ENGL 101H                 | Freshman Composition or Freshman Composition-Honors                | 4            |
| Mathematics <sup>1</sup>              |  |              |
| MATH 095 or MATH 096                  | Intermediate Algebra or Elementary and Intermediate Algebra        | 4-5          |
| Psychology                            |  |              |
| PSYCH 100 or PSYCH 100H               | General Psychology or General Psychology - Honors                  | 3            |
| <b>Required Courses</b>               |  |              |
| PSYTCH 084                            | Introduction to Psychiatric Technology                             | 17           |
| PSYTCH 085                            | Psychiatric Technology: Nursing Science                            | 12           |
| PSYTCH 086                            | Introduction to Psychiatric Technology: Behavioral Science         | 17           |
| <b>Total Units</b>                    |  | <b>57-66</b> |

<sup>1</sup> or Eligibility for MATH 102

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Pass an online simulated Psychiatric Technology State Board Certification examination (BVNPT)
- Pass the Psychiatric Technology State Board Certification examination (BVNPT)

## Psychology

Psychology is both a natural and a social science concerned with the study of human behavior, thoughts, and emotions. As such, it is a broad discipline, which involves both pure science and practical application of science to matters of daily living. Students planning to transfer to a four-year institution and major in psychology should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Sandra Moore (smoore@sbccd.edu), Ph.D

Department Website (<https://www.valleycollege.edu/academic-career-programs/degrees-certificates/psychology/>)

- Psychology Associate of Arts Transfer Degree (p. 316)

### PSYCH 100 3 Units

#### General Psychology

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course surveys the nature and scope of psychology as a science. The content focuses on the exploration of psychological theories, concepts, methods, and research findings in psychology. Topics include psychology research design, biological bases of behavior, perception, consciousness, cognition, learning, development, memory, personality, psychological disorders and therapeutic approaches, emotion, motivation, social psychology, and applied psychology.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** PSY 110

### PSYCH 100H 3 Units

#### General Psychology - Honors

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process and ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

This course surveys the nature and scope of psychology as a science. The content focuses on the exploration of psychological theories, concepts, methods, and research findings in psychology. Topics include psychology research design, biological bases of behavior, perception, consciousness, cognition, learning, development, memory, personality, psychological disorders and therapeutic approaches, emotion, motivation, social psychology, and applied psychology. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** PSY 110

**PSYCH 102 3 Units****Personal and Social Adjustment****Lecture:** 54 contact hours**Prerequisite:** PSYCH 100 or PSYCH 100H**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course provides students with an applied focus on how psychology is used in everyday life and is related to other social sciences. This course examines a variety of psychological and theoretical perspectives and how these ideas are applied across a person's life taking into account the influence of factors such as culture, gender, ethnicity, historical cohort, and socio-economic status. A broad understanding of how scientists, clinicians, and practitioners study and apply psychology is emphasized.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PSY 115**PSYCH 105 4 Units****Statistics for the Behavioral Sciences****Lecture:** 72 contact hours**Prerequisite:** MATH 095 or MATH 096**Advisory:** PSYCH 100 or PSYCH 100H

This class focuses on statistics as applied to the social sciences and includes such topics as measurement, frequency distributions, measures of central tendency, measures of variability, the normal distribution curve, correlation, sampling, statistical inference, hypothesis testing and an introduction to analysis of variance.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** MATH 110/SOC125**PSYCH 110 3 Units****Abnormal Psychology****Lecture:** 54 contact hours**Prerequisite:** PSYCH 100 or PSYCH 100H**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an integrative survey of theory and research in abnormal behavior. The scientific study of psychopathology and atypical behaviors is explored. Abnormal behavior is investigated from a variety of perspectives including biological, psychological, and sociocultural approaches. Intervention and prevention strategies for psychological disorders are also introduced.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PSY 120**PSYCH 111 3 Units****Developmental Psychology: Lifespan****Lecture:** 54 contact hours**Prerequisite:** PSYCH 100 or PSYCH 100H**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is a survey of lifespan developmental psychology from conception through death, including biological and environmental influences. Theories and research on physical, cognitive, personality, and social development are examined, as well as attention to developmental disturbances and problems.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PSY 180**PSYCH 112 3 Units****Developmental Psychology: Child and Adolescent Psychology****Lecture:** 54 contact hours**Prerequisite:** PSYCH 100 or PSYCH 100H**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is a survey of the psychological growth of the normal individual from conception through adolescence with emphasis on stages of development. Particular emphasis is given to physical development, intellectual development, social and emotional development during the first two decades of life. Other topics include good and bad parenting styles and the potential problems encountered by children and adolescents.

**Associate Degree Applicable****Transfers to both UC/CSU****PSYCH 118 3 Units****Human Sexual Behavior****Lecture:** 54 contact hours**Prerequisite:** PSYCH 100 or PSYCH 100H**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course provides an overview of the field of human sexuality through examining human sexuality from psychological, biological, sociocultural, and historical perspectives. Current sex norms and aspects of interpersonal and individual sexual adjustment will be explored. Students will be encouraged to develop an awareness of their own sexual attitudes, values, and behaviors and to evaluate the consistency of their behaviors within their own moral frameworks.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PSY 130**PSYCH 141 3 Units****Introduction to Biological Psychology****Lecture:** 54 contact hours**Prerequisite:** PSYCH 100 or PSYCH 100H**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course will introduce the scientific study of the biological bases of behavior and the role of the scientific method in neuroscience. Topics will include basic neuroanatomy and neurophysiology, nervous system structure and functions, hormonal and neurochemical mechanisms, brain-behavior relationships underlying movement, sensation, perception, learning, memory, consciousness, emotion, regulatory processes, and psychological disorders. Historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes will be addressed in this course. Ethical standards for human and animal research will be discussed in the context of both invasive and non-invasive experimental research.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PSY 150

**PSYCH 201 4 Units****Research Methods for the Behavioral Sciences****Lecture:** 72 contact hours**Prerequisite:** PSYCH 100 or PSYCH 100H and MATH 108 or PSYCH 105**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course focuses on various research methods primarily used in the social sciences including such topics as research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation and reporting of research data.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** PSY 200

## Psychology Associate of Arts Transfer Degree

Psychology is both a natural and a social science concerned with the study of human behavior, thoughts, and emotions. As such, it is a broad discipline which involves both pure science and practical application of science to matters of daily living. The Psychology Associate in Arts Degree for Transfer (Psychology AA-T degree) provides students with an education in the core aspects of Psychology which include research methods, statistics, biological influences on behavior and mental processes, and major theoretical perspectives in the discipline. The Psychology AA-T degree prepares students for transfer to CSU campuses that offer bachelor's degrees in psychology.

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.

To earn a Psychology AA-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSU-GE) or Intersegmental General Education Transfer Curriculum (IGETC), which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

It is also highly recommended that students complete ENGL 101/ENGL 101H or the equivalent before taking any Psychology courses beyond PSYCH 100/PSYCH 100H.

| Code                         | Title  | Units     |
|------------------------------|--|-----------|
| <b>Required Core Courses</b> |  | <b>11</b> |
| PSYCH 100<br>or PSYCH 100H   | General Psychology<br>General Psychology - Honors                                    | 3         |
| PSYCH 105<br>or MATH 108     | Statistics for the Behavioral Sciences<br>Introduction to Probability and Statistics | 4         |
| PSYCH 201                    | Research Methods for the Behavioral Sciences   | 4         |

**List A - Select one of the following:**

|                          |  |     |
|--------------------------|--|-----|
| PSYCH 141<br>or BIOL 100 | Introduction to Biological Psychology<br>General Biology | 3-4 |
|--------------------------|--|-----|

**List B - Select one of the following or any course not used from List A:**

|                          |   |   |
|--------------------------|---|---|
| CD 105<br>or CD 105H     | Child Growth and Development<br>Child Growth and Development - Honors                                     | 3 |
| ENGL 102<br>or ENGL 102H | Intermediate Composition and Critical Thinking<br>Intermediate Composition and Critical Thinking - Honors | 4 |

|           |   |   |
|-----------|---|---|
| PSYCH 111 | Developmental Psychology: Lifespan                        | 3 |
| PSYCH 112 | Developmental Psychology: Child and Adolescent Psychology | 3 |

|                        |   |   |
|------------------------|---|---|
| SOC 100<br>or SOC 100H | Introduction to Sociology<br>Introduction to Sociology - Honors | 3 |
|------------------------|---|---|

**List C - Select one of the following or any course not selected from List A or List B:**

|           |                                |   |
|-----------|--------------------------------|---|
| MATH 102  | College Algebra                | 4 |
| PSYCH 102 | Personal and Social Adjustment | 3 |
| PSYCH 110 | Abnormal Psychology            | 3 |
| PSYCH 118 | Human Sexual Behavior          | 3 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>20-23</b> |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>0-3</b>   |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Identify, compare, and critically evaluate theory- and research-based ideas in psychology as assessed by written or objective assessments
- Analyze and evaluate psychological concepts as assessed by written or objective assessments
- Apply psychological concepts to the analysis and evaluation of the consequences of personal behavioral choices as assessed by written or objective assessments
- Identify, analyze, and apply concepts related to statistical information and techniques as well as research methods as assessed by written or objective assessments
- Prepare to transfer a core curriculum to an accredited, four-year college or university with junior class standing in Psychology or a related major

## Reading and Study Skills

The Reading and Study Skills Department at San Bernardino Valley College maintains a commitment to instructional innovations, and inter-divisional collaboration, that supports its mission to provide a diverse community of learners with a variety of effective instructional experiences, which strengthens reading comprehension, critical thinking, and study strategies. These skills are essential in the preparation of students who will transfer to four-year universities, enter the workforce by earning applied degrees and certificates, and to improve the quality of life in San Bernardino, the Inland Empire, and beyond.

### Sequence of Reading Courses

Student placement within the sequence is dependent on the results of the SBVC Self-Guided Placement Results. *Contact a counselor for details.*

| Code     | Title  | Units |
|----------|--|-------|
| READ 620 | Reading Skills <sup>1</sup>                        | 0     |
| READ 015 | Preparation for College Reading <sup>2</sup>       | 4     |
| READ 100 | College Academic Reading <sup>3</sup>              | 3     |
| READ 102 | Critical Reading As Critical Thinking <sup>4</sup> | 3     |

<sup>1</sup> 11th Grade High School English Grade > D

<sup>2</sup> 11th Grade High School English Grade > C  
(Recommended for students who want to continue developing proficiency in reading).

<sup>3</sup> 11th Grade High School English Grade > B

<sup>4</sup> Course satisfies CSU, General Education-Breadth Requirements: A3, "Critical Thinking"

### Contact Information

Division: Arts and Humanities (NH - 223)

Phone Number: (909) 387-1653

Faculty Chair: Kimberly D. Jefferson (kjeffers@sbccd.edu), M.A.

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#### READ 015 4 Units

##### Preparation for College Reading

**Lecture:** 72 contact hours

This course is designed to foster general reading improvement with an emphasis on reading comprehension and vocabulary. Assignments are based on diagnostic tests, which identify strengths and weaknesses in reading comprehension and vocabulary.

**Associate Degree Applicable**

#### READ 100 3 Units

##### College Academic Reading

**Lecture:** 54 contact hours

**Prerequisite:** READ 015 or eligibility for READ 100 as determined through the SBVC assessment process.

This course is designed to improve reading and learning processes, reading comprehension, and critical thinking strategies as applied to all stages of academic reading. Emphasis will be on the integration and synthesis of academic text.

**Associate Degree Applicable**

**Transfers to CSU only**

#### READ 102 3 Units

##### Critical Reading As Critical Thinking

**Lecture:** 54 contact hours

**Advisory:** READ 100

This course explores the relationship of critical reading and critical thinking with an emphasis on the development of critical thinking skills and the application in the interpretation, analysis, criticism, and advocacy of ideas encountered in academic reading.

**Associate Degree Applicable**

**Transfers to CSU only**

#### READ 615 Noncredit

##### Preparation for College Reading

**Lecture:** 72 contact hours

Have you seen the movies IT or Doctor Sleep? They are based on Stephen King novels. How about The Hate U Give, Crazy Rich Asians, or Jurassic Park? These movies were also book-to-movie adaptations. If you're a fan of movies, read the books that inspired them! This noncredit course is designed to foster improvement in reading comprehension and vocabulary. Coursework includes reading texts from various genres and other assignments, while preparing students for college reading success across the disciplines. This course may also be offered for credit, as READ 015.

#### READ 620 Noncredit

##### Reading Skills

**Lab:** 54 contact hours

This noncredit, self-paced course is designed for students requiring basic reading skills instruction, including, but not limited to, phonics, dictionary usage, vocabulary development, syllabication, and beginning reading comprehension skills.

## Real Estate

There are varieties of reasons why people study real estate. Some wish to become real estate agents, and some people study real estate to be better-informed consumers as they work with agents to buy or sell a personal residence. Still others study real estate as a way to acquire long-term investments that could generate rental income for their retirement years. Whatever the reason, this curriculum provides a strong basis for understanding the real estate market.

The Real Estate curriculum is designed to provide students with the preparation for pre-qualification for the real estate sales or brokers examinations.

### Contact Information

Division: Mathematics, Business, and Computer Technology (B - 127)

Division Phone Number: (909) 384-8520

Faculty Chair: Michael Assumma (massumma@sbccd.edu), M.B.A.

- 
- Real Estate Associate of Arts Degree (p. 319)
  - Real Estate Certificate of Achievement (p. 319)

**REALST 062 3 Units****Real Estate Practice****Lecture:** 54 contact hours

This course includes the day-to-day operations in real estate, overview of brokerage procedures and the various roles of the employee. The successful completion of this course meets qualifications for salesperson or broker licensing exam.

**Associate Degree Applicable****REALST 063 3 Units****Real Estate Loan Processing Fundamentals****Lecture:** 54 contact hours**Advisory:** REALST 100

This course covers loan processing, specifically the mechanics of mortgage lending with emphasis on ethical practices.

**Associate Degree Applicable****REALST 066 3 Units****Computerized Real Estate Loan Processing****Lecture:** 54 contact hours**Prerequisite:** REALST 100**Advisory:** REALST 063

This course is an introduction to real estate computerized loan processing software. This course is intended to assist beginning and current real estate professionals in developing an understanding of the application of computer technology in real estate.

**Associate Degree Applicable****REALST 068 3 Units****Real Estate Appraisal: Residential****Lecture:** 54 contact hours**Advisory:** REALST 100

This course addresses the purpose of appraisals, appraisal process, and the different methods, approaches, and techniques used to determine the value of various types of property. Successful completion of this course meets elective qualification for salesperson or broker licensing approval.

**Associate Degree Applicable****REALST 070 3 Units****Real Estate Finance****Lecture:** 54 contact hours**Advisory:** REALST 100

This course addresses the analysis of real estate financing including lending policies and problems in financing transactions in residential, apartment, commercial and special purpose properties, emphasizing methods of financing. Successful completion of this course meets elective qualification for salesperson or broker licensing approval.

**Associate Degree Applicable****REALST 074 3 Units****Legal Aspects of Real Estate****Lecture:** 54 contact hours**Advisory:** REALST 100

This course is the study of real estate law with emphasis on applications in real estate brokerage and related fields. Successful completion of this course meets elective qualification for salesperson or broker licensing approval.

**Associate Degree Applicable****REALST 076 3 Units****Property Management****Lecture:** 54 contact hours**Advisory:** REALST 100

This course is a study of the history and role of the professional property manager. The topics covered include, leases, lease negotiations, tenant relations (both residential and commercial properties), liability issues, record keeping and thorough management operations.

**Associate Degree Applicable****REALST 078 3 Units****Real Estate Economics****Lecture:** 54 contact hours**Advisory:** REALST 100

This course covers real estate economics as used to analyze national, regional, city and neighborhood trends in an effort to learn what has happened in the past to analyze future trends.

**Associate Degree Applicable****REALST 080 3 Units****Escrow Procedures****Lecture:** 54 contact hours

This course covers methods and techniques of escrow procedures emphasizing the legal and ethical responsibilities of professionals engaged in escrow and real estate work. (Formerly ESCROW 001)

**Associate Degree Applicable****REALST 100 3 Units****Real Estate Principles****Lecture:** 54 contact hours

**Advisory:** ENGL 015 or eligibility for ENGL 101 or 101H as determined by the SBVC assessment process and MATH 942 or eligibility for a higher level math class as determined by the SBVC assessment process.

This course includes the fundamentals of real estate including the basic laws and principles of California real estate. This includes the background and terminology necessary for advanced study of real estate. The successful completion of this course meets qualifications for salesperson or broker licensing exam.

**Associate Degree Applicable****Transfers to CSU only****REALST 901 3 Units****Real Estate Pre-License****Lecture:** 54 contact hours**Advisory:** REALST 100

This course is a review for the California Department of Real Estate salespersons license examination. Topics cover California real estate law, property ownership, legal procedures, contract law, appraising, financing and taxation, and real estate practice.

**REALST 902 3 Units****Broker's License Review****Lecture:** 54 contact hours**Advisory:** REALST 100

This course prepares students to take the California Department of Real Estate broker's license examinations. Topics cover California real estate law, property ownership, legal procedures, contract law, appraising, financing and taxation, and real estate practice.

## Real Estate Associate of Arts Degree

To graduate with a specialization in Real Estate, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

| Code                    | Title                              | Units     |
|-------------------------|------------------------------------|-----------|
| <b>Required Courses</b> |                                    |           |
| REALST 062              | Real Estate Practice               | 3         |
| REALST 068              | Real Estate Appraisal: Residential | 3         |
| REALST 070              | Real Estate Finance                | 3         |
| REALST 074              | Legal Aspects of Real Estate       | 3         |
| REALST 076              | Property Management                | 3         |
| REALST 080              | Escrow Procedures                  | 3         |
| REALST 100              | Real Estate Principles             | 3         |
| REALST 078              | Real Estate Economics              | 3         |
| or ECON 100             | Introduction to Economics          |           |
| <b>Total Units</b>      |                                    | <b>24</b> |

| Code                       | Title                                     | Units |
|----------------------------|---|-------|
| <b>Recommended Courses</b> |   |       |
| ACCT 200                   | Financial Accounting                      | 4     |
| BUSAD 103                  | Marketing Principles                      | 3     |
| BUSAD 106                  | Principles of Selling                     | 3     |
| BUSAD 100                  | Introduction to Business                  | 3     |
| BUSAD 210                  | Business Law                              | 3     |
| BUSAD 050                  | Business Math                             | 3     |
| CIT 010                    | Beginning Keyboarding and Word Processing | 3     |
| REALST 063                 | Real Estate Loan Processing Fundamentals  | 3     |
| REALST 066                 | Computerized Real Estate Loan Processing  | 3     |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Critically analyze how real estate is acquired, held, used, regulated, taxed and transferred
- Define the role and responsibilities of a real estate agent in California
- Demonstrate an understanding of and familiarity in the world of real estate and its related terminology
- Meet the requirements to sit for the California Real Estate License Exam

## Real Estate Certificate of Achievement

This certificate qualifies students for entry-level employment in title and escrow companies, mortgage companies, financial institutions, and related firms.

| Code                                | Title                                    | Units        |
|-------------------------------------|--|--------------|
| <b>Required Courses</b>             |  |              |
| REALST 062                          | Real Estate Practice                     | 3            |
| REALST 068                          | Real Estate Appraisal: Residential       | 3            |
| REALST 070                          | Real Estate Finance                      | 3            |
| REALST 074                          | Legal Aspects of Real Estate             | 3            |
| REALST 100                          | Real Estate Principles                   | 3            |
| <b>Select one of the following:</b> |  | <b>3-4</b>   |
| ACCT 200                            | Financial Accounting                     | 4            |
| BUSAD 103                           | Marketing Principles                     | 3            |
| BUSAD 106                           | Principles of Selling                    | 3            |
| BUSAD 100                           | Introduction to Business                 | 3            |
| BUSAD 210                           | Business Law                             | 3            |
| BUSAD 050                           | Business Math                            | 3            |
| REALST 063                          | Real Estate Loan Processing Fundamentals | 3            |
| REALST 076                          | Property Management                      | 3            |
| REALST 078                          | Real Estate Economics                    | 3            |
| or ECON 100                         | Introduction to Economics                |              |
| REALST 080                          | Escrow Procedures                        | 3            |
| <b>Total Units</b>                  |  | <b>18-19</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Be familiar with various Real Estate listing agreements, concepts, forms, terminology, procedures, contracts, National Association of Realtor's Code of Professional Responsibility
- Read, interpret and discuss various principles of real estate
- Discuss and describe the methods of appraising real property and how to evaluate single-family residences, investment property and commercial property
- Discuss the effect of taxes on real estate including residential, income property, and investments, and understand telephone techniques, direct mail, and building clientele management of investment properties, methods for qualifying loans
- Be prepared to set up a real estate business by understanding the process of licensing and starting your own company, know the selling process including various types of sales. Be familiar with government agencies involved in real estate
- Analyze and know regulation, procedures of finance and economic factors such as understanding types of lenders, methods of qualifying loans, mortgage markets, Urban development, real estate cycles, and trends
- Understand basic real estate mathematics

- Understand the structure and scope of the escrow business and be able to outline the history of the real estate business
- Be prepared for Department of Real Estate (DRE) licensing examination

## Sociology

Sociology is a social science involving the study of societies. Through analyses of society, its institutions, groups, processes, and social lives of people, sociologists attempt to understand and predict social interactions and change. Sociology prepares students for further study for careers in social work and counseling, social services, probation, corrections, law enforcement, research, public policy, law, education and other fields, which require an understanding of social life. The sociology program includes basic introductory courses in sociology, social problems, institutions, and social inequality. Students planning to transfer to a four-year institution and major in sociology should consult with a counselor regarding the transfer process and lower division requirements.

### Contact Information

Division: Social Sciences, Human Development, and Physical Education (NH - 345)

Division Phone Number: (909) 384-8603

Faculty Chair: Anthony Blacksher (ablacksher@sbccd.edu), Ph.D.

- 
- Sociology Associate of Arts Transfer Degree (p. 322)

#### SOC 100 3 Units

##### Introduction to Sociology

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process

This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SOCI 110

#### SOC 100H 3 Units

##### Introduction to Sociology - Honors

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H

This course is an introductory study of the basic concepts, theoretical approaches, and methods of sociology. Included in this examination are the social influences on human behavior, social structure, culture, socialization and the self, group dynamics, social stratification, and global patterns, with an emphasis on social institutions. This course is intended for students in the Honors Program, but is open to all students who desire more challenging course work.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SOCI 110

#### SOC 110 3 Units

##### Social Problems

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an examination of contemporary social issues in the United States including causes, consequences, interventions, and solutions, with an emphasis on social institutions and other topics such as crime, inequalities, substance abuse, and the role of power and ideology in the construction and definitions of social problems.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SOCI 115

#### SOC 110H 3 Units

##### Social Problems - Honors

**Lecture:** 54 contact hours

**Prerequisite:** ENGL 101 or ENGL 101H

This course is an examination of contemporary social issues in the United States including causes, consequences, interventions, and solutions, with an emphasis on social institutions and other topics such as crime, inequalities, substance abuse, and the role of power and ideology in the construction and definitions of social problems. This course is intended for students in the Honors Program, but is open to all students who desire more challenging work.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SOCI 115

#### SOC 120 3 Units

##### Health and Social Justice

**Lecture:** 54 contact hours

This course is a multidisciplinary introduction to the health inequities faced mainly by the four historically racialized groups and stemming from unequal living conditions. Included is an examination of the intersectionality between race and ethnicity, and gender, sexual orientation, location, and socioeconomic status as they relate to disproportionate health outcomes, epidemics, and policy development. Medical systems, public health issues, health care access, and public health policies will be studied. Advocacy for health and social justice will be practiced. This course is recommended for students preparing for healthcare and mental health careers. (This course is also offered as ETHS 120)

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** PHS 102

#### SOC 130 3 Units

##### Family Sociology

**Lecture:** 54 contact hours

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an examination of the family as a social institution. Topics include historical and contemporary trends, social stratification, intimacy and relationships, and social forces that influence the family.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SOCI 130



**SOC 135 3 Units****Introduction to Crime****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is a sociological examination of crime, criminality, and deviance in society with a focus on types of deviant and criminal behaviors, history, and patterns in the United States. Topics include sociological theories, definition and measurement of crime, cultural values and norms related to deviance, social inequality, criminal justice system, and the laws and methods used to control crime and deviance.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SOCI 160**SOC 141 3 Units****Race and Ethnic Relations****Lecture:** 54 contact hours

This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. (This course is also offered as ETHS 141)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SOCI 150**SOC 141H 3 Units****Race and Ethnic Relations - Honors****Lecture:** 54 contact hours**Prerequisite:** ENGL 101 or ENGL 101H

This course is a sociological and interdisciplinary examination of racial and ethnic groups in American society. Topics include historical and contemporary events and practices that have institutionalized racism including the social struggles of the four racialized core groups, with a focus on introductory concepts of ethnic studies, intersectionality, and anti-racist approaches toward social justice and equity. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work. (This course is also offered as ETHS 141H)

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SOCI 150**SOC 145 3 Units****Sociology of Gender****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is an examination of the social construction of gender, femininity, and masculinity in the United States. Topics include historical, cross-cultural, and societal forces and change that influence gender socialization, expectations, and practices with an emphasis on social institutions and some focus on global contemporary trends.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** SOCI 140**SOC 150 3 Units****Aging and the Life Course****Lecture:** 54 contact hours**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is a sociological examination of aging and the life course with an emphasis on aging as a social process. Topics include demographic trends, historical, cross-cultural, political, and economic forces that influence the experience of aging on individuals and families throughout the lifespan, communities, and societies, with some focus on global patterns.

**Associate Degree Applicable****Transfers to both UC/CSU**

## Sociology Associate of Arts Transfer Degree

Sociology is both a scientific and humanistic discipline. Sociologists examine the systems of social action including single social acts, social relationships, organizations, institutions, communities, and societies. Through analyses of society, its groups, institutions, and processes, sociologists attempt to understand and predict human behavior. The study of sociology prepares students for further study of and careers in social work, probation, corrections, human services, law enforcement, research, public policy, law and education.

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. To earn a Sociology this AA-T degree, students must meet the following requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in sociology should consult with a counselor regarding the transfer process and lower division requirements.

**Completion of CSU GE-Breadth or IGETC for the UC or CSU is required in addition to the major requirements listed below.**

| Code  | Title  | Units |
|---|--|-------|
| <b>Required Courses</b>   |  |       |
| SOC 100<br>or SOC 100H  | Introduction to Sociology<br>Introduction to Sociology - Honors  | 3     |
| SOC 110<br>or SOC 110H  | Social Problems<br>Social Problems - Honors  | 3     |
| PSYCH 105<br>or ECON 208<br>or MATH 108   | Statistics for the Behavioral Sciences<br>Business and Economic Statistics<br>Introduction to Probability and Statistics           | 4     |
| <b>List A - Select two of the following or any required core course not already used:</b> |  |       |
| SOC 130   | Family Sociology   | 3     |
| SOC 135   | Introduction to Crime  | 3     |
| SOC 141<br>or SOC 141H<br>or ETHS 141<br>or ETHS 141H                                     | Race and Ethnic Relations<br>Race and Ethnic Relations - Honors<br>Race and Ethnic Relations<br>Race and Ethnic Relations - Honors | 3     |
| SOC 145   | Sociology of Gender  | 3     |
| PSYCH 201   | Research Methods for the Behavioral Sciences   | 4     |

**List B - Select one of the following or any course not used from List A:**

|  |   |              |
|--|---|--------------|
| ANTHRO 102<br>or ANTHRO 102                      | Cultural Anthropology<br>Cultural Anthropology - Honors | 3            |
| PSYCH 100<br>or PSYCH 100H                       | General Psychology<br>General Psychology - Honors       | 3            |
| SOC 120<br>or ETHS 120                           | Health and Social Justice<br>Health and Social Justice  | 3            |
| SOC 150  | Aging and the Life Course                               | 3            |
| <b>Code</b>                                      | <b>Title</b>  | <b>Units</b> |
| <b>Major Total</b>                               |   | <b>19-20</b> |
| <b>Total Units That May Be Double Counted</b>    |   | <b>9-12</b>  |
| <b>General Education (CSU-GE or IGETC) Units</b> |   | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |   | <b>10-14</b> |
| <b>Total Units</b>                               |   | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Demonstrate understanding of the sociological perspective through the analysis of social life evaluated by written or objective assessments
- Demonstrate understanding of the major sociological perspectives through the analysis of social institutions evaluated by written or objective assessments

## Spanish (SPAN) Courses

### SPAN 101 5 Units

#### College Spanish I

**Lecture:** 90 contact hours

In this course, students will develop the ability to converse, read, and write in Spanish. The course includes the study of essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to the cultures of Spanish speaking countries. This course corresponds to the first two years of high school study.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 100

### SPAN 102 5 Units

#### College Spanish II

**Lecture:** 90 contact hours

**Prerequisite:** SPAN 101

In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 110

### SPAN 102H 5 Units

#### College Spanish II - Honors

**Lecture:** 90 contact hours

**Prerequisite:** SPAN 101

In this course students continue to develop conversational, reading and writing skills in Spanish with emphasis on past tense verbs, grammar, vocabulary expansion and the culture of Spanish speaking countries. This course is intended for students in the Honors Program but is open to all students who desire more challenging course work.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 110

### SPAN 103 4 Units

#### College Spanish III

**Lecture:** 72 contact hours

**Prerequisite:** SPAN 102 or SPAN 102H

In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 200

### SPAN 103H 4 Units

#### College Spanish III - Honors

**Lecture:** 72 contact hours

**Prerequisite:** SPAN 102 or SPAN 102H

In this intermediate level course students develop complex conversational, reading and writing skills, with emphasis on the subjunctive and hypothetical situations. This course expands vocabulary in the Spanish language and awareness of Hispanic culture. This course is intended for students in the Honors Program but is open to all students who desire more challenging coursework.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 200

### SPAN 104 4 Units

#### College Spanish IV

**Lecture:** 72 contact hours

**Prerequisite:** SPAN 103 or SPAN 103H or SPAN 157

This course develops language skills through reading, discussion, analysis, and writing about culturally representative works from Spain and Latin America. Emphasis is on composition and literature as an expression of culture.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 210

### SPAN 157 4 Units

#### Spanish for Heritage Speakers I

**Lecture:** 72 contact hours

**Advisory:** SPAN 102 or SPAN 102H

This course is intended for students with native or near-native proficiency in spoken Spanish. Reading and writing standard literary Spanish is emphasized. Students will develop an increased understanding of academic vocabulary, grammar, orthography, and punctuation. Oral proficiency will also be strengthened. Analyzing and discussing topical, cultural and historically significant texts will allow students to increase cultural awareness of the Spanish-speaking world and to sharpen critical thinking skills. The course is conducted in Spanish.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 220

### SPAN 158 4 Units

#### Spanish for Heritage Speakers II

**Lecture:** 72 contact hours

**Prerequisite:** SPAN 157

This course is designed for students who already communicate in Spanish and who want to develop and strengthen reading and writing skills with special emphasis on vocabulary expansion, through reading, discussion, and analysis of culturally representative works from Spain and Latin America. Emphasis is on correct usage of standard Spanish. Course is conducted primarily in Spanish, producing skills equivalent to Spanish 104.

**Associate Degree Applicable**

**Transfers to both UC/CSU**

**C-ID:** SPAN 230

## Student Development

The Student Development (SDEV) curriculum includes courses for students with disabilities, UC Puente Project, academic and career planning strategies, and information about academic strengths as well as support and success strategies. Courses are designed to help students succeed in college, develop good study habits, learn decision-making models and obtain in-depth information on the following - Associate and Associate-transfer degrees, certificates, transfer to universities, campus resources, and preparation for employment.

## Contact Information

Division: Counseling and Matriculation (AD/SS - 103)

Division Phone Number: (909) 384-4404

Faculty Chairs: Michelle Tinoco ( mtinoco@sbccd.edu), M.A. and Tahirah Simpson ( tsimpson@sbccd.edu), M.S.

**SDEV 001 1 Unit****Orientation to College****Lecture:** 18 contact hours

This class introduces students to college culture, including academic policies and procedures. To assist in a smooth transition to college, students will identify college success strategies and campus resources that will support them in making a connection to the campus, a key component to success. (Formerly LST 001)

**Associate Degree Applicable****SDEV 015 1 Unit****Puente: Strategies for College Success****Lecture:** 18 contact hours**Corequisite:** ENGL 101 and ENGL 087

This course assist students in identifying student support services in college, understand the college culture, and learn essential skills for first-generation Latinx student success. This course is paired with ENGL 101 Freshman Composition and ENGL 087 Fundamentals for College Composition.

**Associate Degree Applicable****SDEV 102 3 Units****Pathways for College and Life Success****Lecture:** 54 contact hours**Advisory:** READ 015

This introductory course is designed for students seeking direction in setting academic and life goals. A bio-psycho-social perspective will be used to highlight the person-environment dynamics crucial to a well-rounded preparation for academic and life success. Major topics will include evaluation of personal interests, abilities and values, educational planning, goal setting, and academic success strategies.

**Associate Degree Applicable****Transfers to both UC/CSU****SDEV 103 3 Units****Career Exploration and Life Planning****Lecture:** 54 contact hours**Advisory:** READ 015

This course is an in-depth study in career and life planning designed for students seeking direction in setting life, academic and career goals. A holistic perspective will be used to highlight the person-environment dynamics crucial to well-rounded preparation for a fulfilling career and life-span developmental achievements. Topics will include comprehensive career research, major choices, interviewing skills, cover letter and resume writing.

**Associate Degree Applicable****Transfers to both UC/CSU****SDEV 103H 3 Units****Career Exploration and Life Planning - Honors****Lecture:** 54 contact hours**Prerequisite/Corequisite:** ENGL 101 or ENGL 101H

This course is an in-depth study in career and life planning designed for students seeking direction in setting life, academic and career goals. A holistic perspective will be used to highlight the person-environment dynamics crucial to well-rounded preparation for a fulfilling career and life-span developmental achievements. Topics will include comprehensive career research, extensive reading, major choices, interviewing skills, cover letter and resume writing. This course is intended for students in the Honors Program but is open to all students who desire more challenging work.

**Associate Degree Applicable****Transfers to both UC/CSU****SDEV 900 0.5 Units****Assessment of Learning Disabilities****Lecture:** 9 contact hours

This course provides instruction in the history, general characteristics and legal definition of learning disabilities. Students' learning strengths and weaknesses and the determination of their eligibility for learning disability services will be determined through a comprehensive assessment. This course is designed for students with known or suspected learning disabilities. Graded on a pass/no pass basis only.

**SDEV 905 1 Unit****Supportive Learning in Mathematics****Lab:** 54 contact hours

This course provides specialized instruction and tutoring in basic math skills to individuals and small groups. This course is primarily designed for students who have been certified with disabilities through diagnostic testing; however, all students are welcome to enroll. Support strategies to minimize the effects of the disability in the academic setting are presented to maximize students' effectiveness. Graded on a pass/no pass basis only.

**SDEV 906 2 Units****Supportive Learning in Reading****Lab:** 108 contact hours

This multi-sensory phonics course provides specialized instruction and tutoring in grading and spelling to individuals and small groups. Although this course is designed for students with disabilities as certified through diagnostic testing, all students are welcome to enroll. Support strategies to minimize the effects of the disability in the academic setting are presented to maximize students' effectiveness. Graded on a pass/no pass basis only.

# Theatre Arts

Theatre Arts is the study of human expression, which culminates in live performance. The play is the medium used to tell a story performed by actors. Theatre Arts includes the study of the literature and related disciplines and technologies required for performances. The Theatre Arts Department coordinates several student performances each year. Courses offered by the Theatre Arts Department emphasize individual creativity, personal interaction, and communication skills. Courses are designed to meet the needs of students fulfilling general education requirements and the needs of students who are pursuing theatre as a major. Students planning to transfer to a four-year institution and major in Theatre Arts or a related field should consult with a counselor regarding the transfer process and lower division requirements.

## Contact Information

Division: Arts and Humanities (NH - 223)

Division Phone Number: (909) 384-8633

Faculty Chairs: Melinda Fogle (mfogle@sbccd.edu), Ph.D. and Margaret Worsley (mworsley@sbccd.edu), M.M.

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- Design and Technical Theatre Certificate of Achievement (p. 326)
  - Theatre Arts Associate of Arts Transfer Degree (p. 327)

### THART 100 3 Units

#### Introduction to the Theatre

**Lecture:** 54 contact hours

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

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** THTR 111

### THART 105 3 Units

#### Script Analysis

**Lecture:** 54 contact hours

This course covers the principles, theories, and techniques of play script analysis for theatre production. Various scripts are analyzed representing different historical and cultural perspectives.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** THTR 114

### THART 110 3 Units

#### Voice and Diction for Actors

**Lecture:** 54 contact hours

This course provides techniques of voice production for the actor. Theory and practice in developing vocal skills for performance such as relaxation, breathing, pitch, rate, articulation, volume, quality, characterization, and the use of dialects are included.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

### THART 114X4 4 Units

#### Rehearsal and Performance

**Lab:** 216 contact hours

This course provides supervised rehearsal and performance of a college musical and/or play production. It focuses on all aspects of theatre presentation, acting, and production.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** THTR 191

### THART 120 3 Units

#### Acting Fundamentals I

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

This course provides an introduction to basic acting theory and technique. Students will develop performance skills, including relaxation, interpretation of text, memorization, stage movement, and vocal production.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** THTR 151

### THART 121 3 Units

#### Acting Fundamentals II

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** THART 120

This course follows THART 120 and provides further exploration of acting theory and technique. Emphasis is placed on the development of character through script analysis and the performance of monologues and scenes.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** THTR 152

### THART 131 3 Units

#### Sound for Stage and Screen

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

This course is an introductory course in the equipment and techniques used in theatrical and studio sound design, utilizing hands-on and computer training methods.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

### THART 132 3 Units

#### Lighting Design Fundamentals

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

This course involves the study and execution of stage lighting with emphasis on equipment, control, color and their relationship to design.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**C-ID:** THTR 173

### THART 135 3 Units

#### Directing Fundamentals

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Advisory:** THART 120

This course provides an introduction to the theory, process and development of directorial skills for the stage.

#### Associate Degree Applicable

**Transfers to both UC/CSU**

**THART 136 3 Units****Introduction to Theatre Design****Lecture:** 54 contact hours

This course offers a survey of scenery, lighting, sound, costumes, makeup, properties, theatrical equipment, and construction techniques. Information is applicable to all theatrical applications.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** THTR 172**THART 139 3 Units****Fundamentals of Costume Design****Lecture:** 36 contact hours**Lab:** 54 contact hours

Students will study costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** THTR 174**THART 147 3 Units****Theatre Movement****Lecture:** 36 contact hours**Lab:** 54 contact hours

This course is an introduction to the theory and fundamentals of stage movement. Students will develop physical awareness, range, and clarity. The course guides student work on physical characterization for modern and period-style plays.

**Associate Degree Applicable****Transfers to both UC/CSU****THART 160X4 3 Units****Technical Theatre in Production****Lab:** 162 contact hours

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.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** THTR 192**THART 165 3 Units****Stage Makeup****Lecture:** 18 contact hours**Lab:** 108 contact hours

This course is an introduction to the theory, design, and application of makeup for the stage.

**Associate Degree Applicable****Transfers to both UC/CSU****C-ID:** THTR 175**THART 166 3 Units****Improvational Acting****Lecture:** 36 contact hours**Lab:** 54 contact hours

This is a course of instruction in the art of improvisational acting to include theatrical presentation, history of the form, dramatic structure, elements of comedy, audition and rehearsal techniques, collaboration with other performers, and interaction with the audience.

**Associate Degree Applicable****Transfers to both UC/CSU****THART 167 3 Units****Advanced Improvisational Acting****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** THART 166

This course follows THART 166 and provides further exploration in the art of advanced improvisational acting. Emphasis is placed on characterization, audience interaction, and the performance of long form improvisation.

**Associate Degree Applicable****Transfers to both UC/CSU****THART 222 1-3 Units****Independent Study in Theatre****DIR:** 54 contact hours

Students with previous coursework in theatre may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of theatre. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.

**Associate Degree Applicable****Transfers to CSU only****THART 295AXZ 0.5-3 Units****Special Topics in Theatre****Lab:** 162 contact hours

This course will cover current and relevant topics in the field of Theatre Arts. Possible topics include Musical Theatre or New Plays Workshop, Experimental Theatre, Stage Combat, Children's Theatre, Playwriting, Puppetry, The Business of Acting, and Performance Studies.

**Associate Degree Applicable****Transfers to CSU only**

## Design and Technical Theatre Certificate of Achievement

The Design and Technical Theatre Certificate is designed to prepare students for occupational competency as a theatre technician, designer, or manager in educational, community, and resident theatre venues, as well as theme parks, television, and motion picture studios. Theatre technicians may work on set construction, theatrical carpentry, scenery, sound, lighting, costumes, makeup, props, and special effects.

| Code                    | Title                           | Units     |
|-------------------------|---------------------------------|-----------|
| <b>Required Courses</b> |                                 |           |
| THART 100               | Introduction to the Theatre     | 3         |
| THART 120               | Acting Fundamentals I           | 3         |
| THART 132               | Lighting Design Fundamentals    | 3         |
| THART 136               | Introduction to Theatre Design  | 3         |
| THART 139               | Fundamentals of Costume Design  | 3         |
| THART 160X4             | Technical Theatre in Production | 3         |
| THART 165               | Stage Makeup                    | 3         |
| <b>Total Units</b>      |                                 | <b>21</b> |

| Code                       | Title                      | Units |
|----------------------------|----------------------------|-------|
| <b>Recommended Courses</b> |                            |       |
| THART 131                  | Sound for Stage and Screen | 3     |
| THART 135                  | Directing Fundamentals     | 3     |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Define and distinguish between commonly used theatrical terms applied to design and the technical elements of theatre production
- Demonstrate and use basic skills in creating and organizing a design project from concept to execution
- Demonstrate proficiency in the skills required for a technical theatre crew
- Analyze a play script to create a costume design concept
- Use makeup to interpret an author's characterization
- Identify, define, and describe terminology commonly associated with theatrical lighting design and execution

## Theatre Arts Associate of Arts Transfer Degree

The Associate of Arts for Transfer (AA-T) in Theatre Arts develops a well-rounded theatre artist. This degree provides students with transfer preparation and pre-professional training. The AA-T in Theatre Arts emphasizes the hands-on, collaborative experience of theatrical production, building students' skills in performance and technical theatre. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this AA-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with a minimum grade of "C" (or "P");
- completion of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Theatre should consult with a counselor regarding the transfer process and lower division requirements.

| Code   | Title  | Units |
|--|--|-------|
| <b>Required Core Courses</b>   |  |       |
| THART 100  | Introduction to the Theatre                                  | 3     |
| THART 120  | Acting Fundamentals I  | 3     |
| THART 114X4<br>or THART 160X   | Rehearsal and Performance<br>Technical Theatre in Production | 3-4   |
| <b>List A - Select three of the following not used in required core:</b> |  |       |
| THART 105  | Script Analysis  | 3     |
| THART 121  | Acting Fundamentals II                                       | 3     |
| THART 132  | Lighting Design Fundamentals                                 | 3     |
| THART 136  | Introduction to Theatre Design                               | 3     |

|                              |  |     |
|------------------------------|--|-----|
| THART 139                    | Fundamentals of Costume Design                               | 3   |
| THART 165                    | Stage Makeup   | 3   |
| THART 114X4<br>or THART 160X | Rehearsal and Performance<br>Technical Theatre in Production | 3-4 |

| Code   | Title | Units        |
|--|-------|--------------|
| <b>Major Total</b>                               |       | <b>18-19</b> |
| <b>Total Units That May Be Double Counted</b>    |       | <b>6</b>     |
| <b>General Education (CSU-GE or IGETC) Units</b> |       | <b>37-39</b> |
| <b>Elective (CSU Transferable) Units</b>         |       | <b>8-11</b>  |
| <b>Total Units</b>                               |       | <b>60</b>    |

See Section on Degree, Certificate, and Transfer Information for additional information on the Associate Degrees for Transfer.

To earn an SBVC Associate Degree for Transfer (AA-T or AS-T) students must complete one of the following general education patterns:

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Assess the historical, social, artistic, and philosophical relevance of theatre
- Evaluate and analyze a script for rehearsal and performance
- Demonstrate basic skills and apply a basic craft of acting in performance
- Analyze a script to create a design concept
- Create a design from a design concept

## Vocational Education

These noncredit workforce readiness courses and certificates are designed to prepare students to be successful in the workforce. Additionally, they are intended as a pathway to credit courses and certificates for students who have not previously considered college an option. Students enrolling in SBVC's Vocational Education courses will develop skills needed to find and keep a job while gaining confidence in their ability to learn in a college environment.

### Contact Information

Division: Academic Success and Learning Services (LIB - 123)

Division Phone Number: (909) 384-8649

Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S

- Job Readiness Skills Certificate of Completion (p. 328)
- Workforce Literacy Skills Certificate of Completion (p. 328)

#### VOCED 600 Noncredit

##### Introduction to the Workplace

**Lecture:** 18 contact hours

This noncredit course is designed to provide students with the skills to identify and develop tools for success in the workplace. The topics covered include, but are not limited to, career-discovery, job market analysis, workplace skills, workplace law, workplace and personal finances, and time management.

#### VOCED 601 Noncredit

##### Customer Service in the Workplace

**Lecture:** 18 contact hours

This noncredit course is designed to provide students with the customer service skills required to interact with customers or clients in the workplace. The topics covered include understanding customer needs, listening to customers, and telephone customer service.

#### VOCED 602 Noncredit

##### Job Search Strategies

**Lecture:** 9 contact hours

This noncredit course is designed to provide prospective employees with a support system that will assist them in preparation for the workforce. The topics covered but are not limited to planning their job search, utilizing outside resources, the hidden job market, and job market research. After completing this course, the student has an option to continue their education or become gainfully employed.

#### VOCED 603 Noncredit

##### Positive Strategies for the New Employee

**Lecture:** 9 contact hours

This noncredit course is designed to provide students with the knowledge to increase their level of customer services and colleague relations. The topics covered will include new employee skills, workplace culture, continuing education, and work-life balance.

#### VOCED 631 Noncredit

##### Fundamentals of Business English

**Lecture:** 36 contact hours

This noncredit course is a review of effective business communication in the workplace. Emphasis is placed on basic grammar, punctuation, capitalization, vocabulary, and spelling in common business documents.

## Job Readiness Skills Certificate of Completion

This noncredit Job Readiness Skills Certificate prepares students to enter the workforce through career exploration, resume development, and interview skills. The certificate includes training for the newly employed including time management, reading paychecks, office etiquette, and customer service skills.

| Code                    | Title                                    | Units        |
|-------------------------|--|--------------|
| <b>Required Courses</b> |  |              |
| VOCED 600               | Introduction to the Workplace            | 0            |
| VOCED 601               | Customer Service in the Workplace        | 0            |
| VOCED 602               | Job Search Strategies                    | 0            |
| VOCED 603               | Positive Strategies for the New Employee | 0            |
| <b>Total Hours</b>      |  | <b>48-54</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Use proper, effective communication with employers, co-workers, and customers
- Develop an effective resume that matches a job description
- Prepare for an employment interview, including developing responses, describing experience, and dressing for success
- Deliver excellent customer service

## Workforce Literacy Skills Certificate of Completion

This noncredit certificate is designed to prepare students for entry into the work force by; researching careers, developing a resume and learning interview skills.

| Code                    | Title   | Units          |
|-------------------------|---|----------------|
| <b>Required Courses</b> |   |                |
| CIT 601                 | Introduction to Basic Computer Skills               | 0              |
| MATH 601                | Independent Lab for Fundamental Mathematical Skills | 0              |
| VOCED 600               | Introduction to the Workplace                       | 0              |
| VOCED 601               | Customer Service in the Workplace                   | 0              |
| VOCED 602               | Job Search Strategies                               | 0              |
| VOCED 603               | Positive Strategies for the New Employee            | 0              |
| VOCED 631               | Fundamentals of Business English                    | 0              |
| <b>Total Hours</b>      |   | <b>194-297</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Use proper, effective communication with employers, co-workers, and customers
- Develop an effective resume that matches a job description
- Prepare for an employment interview, including developing responses, describing experience, and dressing for success
- Deliver excellent customer service



# Water Supply Technology

The Water Supply Technology Program is designed to serve students who are employed or interested in employment in water/wastewater occupations. The program provides technical classes in water distribution, water treatment, wastewater collection, and wastewater treatment. The courses prepare students to upgrade their skills and/or prepare them for licensing examinations and certifications from the California Department of Public Health, the California State Water Resource Control Board, the American Water Works Association, and the California Water Environment Association.

The certificate programs are designed to prepare students for entry-level jobs in water treatment, water distribution, and wastewater reclamation industries. The associate of science degree graduates often work in city, county, or state agencies in positions such as plant operator, engineering technician, surface water manager, environmental laboratory coordinator, and industrial pre-treatment coordinator.

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chair: Melita Caldwell-Betties (mcaldwell@sbccd.edu), M.P.A.

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- Basic Waterworks Certificate of Completion (p. 332)
  - Wastewater Technology Certificate of Completion (p. 333)
  - Water Supply Technology Certificate of Achievement (p. 333)
  - Water Technology Associate of Science Degree (p. 334)
  - Water Use Specialist Certificate of Completion (p. 334)

### WST 031 3 Units

#### Water Use Efficiency Practitioner I

**Lecture:** 54 contact hours

This introductory water conservation course is designed for students interested in working as a water use efficiency practitioner. It includes the expected range of knowledge required for the American Water Works Association (AWWA) Water Use Efficiency Practitioner I Certificate.

**Associate Degree Applicable**

### WST 034 3 Units

#### Introduction to Water Resource Management

**Lecture:** 54 contact hours

This course explores the history and development of California water resources. In addition, the course covers the impact of environmental and economic water usage as well as water quality, water pollution and water resource regulations affecting our public drinking water. The basics of watershed management, water supply availability, ground and surface water hydrology as well as alternative sources of water such as the use of water conservation methods will be covered.

**Associate Degree Applicable**

### WST 036 3 Units

#### Water Utility Management

**Lecture:** 54 contact hours

**Prerequisite/Corequisite:** WST 092 or WST 062 or WST 072 or WST 082

**Advisory:** ENGL 101 or ENGL 101H

This course is designed for students interested in managing water and/or wastewater utilities. Topics will include personnel management, organizational management, financial management, training, problem-solving/decision-making, regulatory compliance, health and safety programs, community relations, personal and professional skills.

**Associate Degree Applicable**

### WST 037 3 Units

#### Environmental Laws and Regulations

**Lecture:** 54 contact hours

This course is designed to provide a comprehensive overview of federal, state, and local laws and regulations relating to environmental protection and pollution prevention. The course explores the roles of politics, economics, science, and health, in setting regulatory policies that are designed to safeguard and protect water resources. As a part of this course environmental monitoring standards, regulatory agencies, inter-agency relationships and jurisdictions are explored.

**Associate Degree Applicable**

### WST 038 3 Units

#### Geographic Information Systems (GIS) in Water Resources

**Lecture:** 54 contact hours

The introductory course will provide students with a deeper understanding of geography from a water utility perspective, instruction on the basics of Geographic Information Systems (GIS), and introduce them to the core principles of how the knowledge may be applied to water resource management. GIS is used to solve real world water problems including infrastructure placement and maintenance, the difficulties associated with sourcing water, moving water, and treating water as well as the impacts of these on human populations and the natural world.

**Associate Degree Applicable**

### WST 045 3 Units

#### Backflow Prevention Devices

**Lecture:** 45 contact hours

**Lab:** 27 contact hours

This course provides instruction in theory, testing, and maintenance of backflow prevention assemblies. It prepares journeyman plumbers and utility operators to take the American Water Work Association Backflow Prevention Certification test.

**Associate Degree Applicable**

### WST 048 3 Units

#### Cross-Connection Control

**Lecture:** 54 contact hours

**Prerequisite/Corequisite:** WST 045

This course is a study of the administrative and technical procedures required to establish a cross-connection control program, including a review of applicable local, state and federal regulations. The course includes the identification and study of backflow devices required to mitigate hazards of actual or potential connections between a potable water supply and any source of contamination. It also prepares students to become certified as cross-connection control program specialists.

**Associate Degree Applicable**

**WST 052 3 Units****Water Technology Math****Lecture:** 54 contact hours

This vocational math course is recommended for students who are currently enrolled in water technology course(s). The course includes application of math to solve problems commonly encountered in water technology.

**Associate Degree Applicable****WST 053 3 Units****Wastewater Technology Math****Lecture:** 54 contact hours

This vocational math course is recommended for students who are currently enrolled in wastewater treatment course(s). The course includes math required to solve problems commonly encountered in the primary, secondary, and tertiary treatment of wastewater.

**Associate Degree Applicable****WST 061 3 Units****Water Distribution I****Lecture:** 54 contact hours**Advisory:** WST 052

This introductory course is designed for students interested in the field of water distribution. It covers the configuration, operation and maintenance of a water distribution system, and includes the Expected Range of Knowledge (ERK) required for the State Water Resource Control Board (SWRCB) water distribution certification tests at D1 and D2 levels. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for the SWRCB D2 certification test.

**Associate Degree Applicable****WST 062 3 Units****Water Distribution II****Lecture:** 54 contact hours**Prerequisite:** WST 061

This advanced level course prepares students for journeyman level system operations in the field of water distribution. The course covers the Expected Range of Knowledge (ERK) required for the California State Water Resources Control Board (SWRCB) examination at the Water Distribution Operator IV (D4) and Water Distribution Operator V (D5) levels. Successful completion of this course also fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for SWRCB Water Treatment Operator III (T3) and Water Distribution Operator IV (D4) examinations.

**Associate Degree Applicable****WST 071 3 Units****Water Treatment I****Lecture:** 54 contact hours**Advisory:** WST 052

This introductory course is designed for students interested in the field of water treatment. It includes processes required to treat source water into potable water and includes the Expected Range of Knowledge (ERK) required to pass the California State Water Resource Control Board (SWRCB) examination at the Water Treatment Operator I (T1) and Water Treatment Operator I (T2) level. Successful completion of this course fulfills the requirements for the specialized training covering drinking water treatment required to apply for SWRCB T2 certification test.

**Associate Degree Applicable****WST 072 3 Units****Water Treatment II****Lecture:** 54 contact hours**Prerequisite:** WST 071

This advanced level course prepares students for journeyman level plant operations in the field of water treatment. The course covers the Expected Range of Knowledge (ERK) required to pass the State Water Resources Control Board (SWRCB) examination at Water Treatment Operator III (T3) and Water treatment Operator IV (T4) level. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for SWRCB Water Treatment Operator III (T3) and Water Distribution Operator III (D3) examinations.

**Associate Degree Applicable****WST 075 4 Units****Water/Wastewater Chemistry and Analysis****Lecture:** 54 contact hours**Lab:** 54 contact hours**Prerequisite/Corequisite:** WST 071 or WST 091

This course introduces students to the physical and chemical properties of substances commonly used in the treatment of water/wastewater and the role of laboratory analysis in the treatment processes. The course includes procedures and techniques used by plant operators in physical, chemical, and bacteriological examination of water/wastewater.

**Associate Degree Applicable****WST 081 3 Units****Wastewater Collection I****Lecture:** 54 contact hours**Advisory:** WST 053

This course is designed to train operators in the practical aspects of operating and maintaining wastewater collector systems, emphasizing safe practices and procedures. The course focuses on the knowledge, skills, and abilities required to perform the essential duties of an entry level collection system maintenance technologist and prepares students to take the California Water Environment Association (CWEA) Collection System Certification exam at the Grade I level.

**Associate Degree Applicable****WST 082 3 Units****Wastewater Collection II****Lecture:** 54 contact hours**Prerequisite:** WST 081

This course is designed to provide an in-depth understanding of the operation and maintenance of wastewater collector systems. The course focuses on the knowledge, skills, and abilities required to perform the essential duties of a skilled or journey level collection system maintenance technologist and prepares students to take the California Water Environment Association (CWEA) Collection System Certification exam at Grade II.

**Associate Degree Applicable**

**WST 086 3 Units****Electrical Instrumentation for Water and Wastewater Operations****Lecture:** 54 contact hours**Advisory:** WST 061 and WST 071 and WST 091

This is an introductory course in electrical instrumentation. The focus of this course will be on how electrical instrumentation is used in the water/wastewater industry. The course will cover basic electronic, electrical, and control systems used for pressure, temperature, level, and flow measurements needed for process control. Electrical safety, process and instrumentation diagrams, and other instrumentation for automation and process control will be discussed.

**Associate Degree Applicable****WST 091 3 Units****Wastewater Treatment I****Lecture:** 54 contact hours**Advisory:** WST 053

An introduction to wastewater treatment, students will explore the scope, limits, and methods of wastewater treatment processes through readings, discussions, analysis, and laboratory study. This course is designed for individuals seeking employment or already employed in the wastewater field. It covers the wastewater operator's job-related knowledge identified by the SWRCB examination developers as essential for a minimally competent Grade I or Grade II Wastewater Treatment Plant Operator.

**Associate Degree Applicable****WST 092 3 Units****Wastewater Treatment II****Lecture:** 54 contact hours**Prerequisite:** WST 091**Advisory:** WST 053

This is an advanced course in wastewater treatment. Students will explore the scope, limits, and methods of secondary and advanced treatment, solids handling, disinfection, and the reclamation of wastewater, through readings, discussions, analysis, and laboratory study. This course is designed for individuals seeking employment or already employed in the wastewater field. It covers the wastewater operator's job-related knowledge identified by the California State Water Resources Control Board examination developers as essential for a minimally competent Wastewater Treatment Plant Operator Grade III or above.

**Associate Degree Applicable****WST 098 1-4 Units****Water Supply Technology Work Experience****WRKEX:** 300 contact hours**Prerequisite:** WST 061 or WST 071 or WST 081 or WST 091

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****WST 601 Noncredit****Test Review for Water Distribution D1****Lecture:** 9 contact hours

This non-credit course is designed to familiarize students with the expected Range of Knowledge (ROK) required to pass the State Water Resources Control Board (SWRCB) Distribution Operator test at level D1. The review topics include distribution system operations, disinfection, related mathematics and safety. The course may also be used to earn continuing education units required to renew the certificate.

**WST 602 Noncredit****Test Review for Water Distribution D2****Lecture:** 9 contact hours

This non-credit course is designed to familiarize students with the expected Range of Knowledge (ROK) required to pass the State Water Resources Control Board (SWRCB) Distribution Operator test at level D2. The review topics include distribution system operations, disinfection, related mathematics and safety. The course may also be used to earn continuing education units required to renew the certificate.

**WST 603 Noncredit****Test Review for Water Distribution Operation D3****Lecture:** 8 contact hours

This non-credit course is a review of the expected Range of Knowledge (ROK) required to obtain the State Water Resources Control Board (SWRCB) Distribution Operator certification at the Distribution Operator III level. The review topics include distribution system operations, disinfection, related mathematics, and safety.

**WST 611 Noncredit****Test Review for Water Treatment T1****Lecture:** 9 contact hours

This course is a review of the expected Range of Knowledge (ROK) required to obtain the California State Water Resources Control Board (SWRCB) Water Treatment Operator License at level T1. The review topics include conventional treatment techniques, flocculation, sedimentation, filtration, system pressures, and related math.

**WST 612 Noncredit****Test Review for Water Treatment T2****Lecture:** 8 contact hours

This noncredit course is a review of the expected Range of Knowledge (ROK) required to obtain the State Water Resources Control Board (SWRCB) Water Treatment Operator II certification. The review topics include conventional treatment techniques, source water supply and storage, water quality regulation and related math.

**WST 625 Noncredit****Test Review for Wastewater Treatment Plant Operations Grades One and Two****Lecture:** 8 contact hours

This noncredit course is a review of the expected knowledge for a minimally competent Wastewater Treatment Plant Operator as determined by State Water Resources Control Board (SWRCB) treatment operator certification at the Grades I and II level. The review topics include wastewater treatment operations, disinfection, related mathematics, and safety.

**WST 626 Noncredit****Test Review for Wastewater Treatment Plant Operations Grades Three, Four and Five****Lecture:** 8 contact hours

This noncredit course is a review of the expected knowledge for a minimally competent Wastewater Treatment Plant Operator as determined by State Water Resources Control Board (SWRCB) treatment operator certification at the Grades III, IV and V level. The review topics include wastewater treatment operations, administration, process control, regulations, disinfection, related mathematics, and safety.

**WST 629 Noncredit****Introduction to Water Supply Technology****Lecture:** 8 contact hours

This noncredit course introduces students to entry-level training in water conservation, treatment, supply, delivery, and waste collection systems. The goal of this course is to offer students better defined opportunities for career selection in the field of water technology. Regulations-licensing and the certification process will be discussed as a part of this course.

**WST 631 Noncredit****Introduction to Water Use Efficiency****Lecture:** 36 contact hours

This noncredit water conservation course is designed for students interested in working as a water use efficiency practitioner. It includes the expected range of knowledge required for the American Water Works Association (AWWA) Water Use Efficiency Practitioner I Certificate.

**WST 652 Noncredit****Basic Waterworks Math Test Preparation****Lecture:** 16 contact hours

This noncredit course prepares students for the quantitative and algebraic questions typically encountered on water distribution and water treatment operations licensing examinations. This course is also recommended for students currently enrolled in water technology course(s) who desire refresher training in the applied math skills that are unique to water operations. Topics include, but are not limited to, unit conversion, volume, velocity, flow rates, chemical dosages, percent strength, and dilution calculations. Also included are some basic test-taking techniques to increase proficiency on the state exam.

**WST 653 Noncredit****Wastewater Technology Math Test Preparation****Lecture:** 16 contact hours

This noncredit course prepares students for the quantitative and algebraic questions typically encountered on wastewater collections and wastewater treatment operations licensing examinations. This course is also recommended for students currently enrolled in water technology course(s) who desire refresher training in the applied math skills that are unique to wastewater collections and treatment operations. Topics include, but are not limited to, unit conversion, volume, velocity, flow rates, chemical dosages, process control, and solids handling. Also included are some basic test-taking techniques to increase proficiency on the state exam.

**WST 661 Noncredit****Introduction to Water Distribution****Lecture:** 36 contact hours

This noncredit course is designed for students interested in the field of water distribution. It covers the configuration, operation and maintenance of a water distribution system, and includes the Expected Range of Knowledge (ERK) required for the State Water Resource Control Board (SWRCB) water distribution certification tests at D1 and D2 levels. Successful completion of this course fulfills the requirements for specialized training covering fundamentals of water supply principles required to apply for the SWRCB D2 certification test.

**WST 671 Noncredit****Introduction to Water Treatment****Lecture:** 36 contact hours

This noncredit course is designed for students interested in the field of water treatment. It includes processes required to treat source water into potable water and includes the Expected Range of Knowledge (ERK) required to pass the California State Water Resource Control Board (SWRCB) water treatment certification test at T1 level. Successful completion of this course fulfills the requirements for the specialized training covering drinking water treatment required to apply for SWRCB T2 certification test.

**WST 681 Noncredit****Introduction to Wastewater Collections****Lecture:** 36 contact hours

This noncredit course is designed to train operators in the practical aspects of operating and maintaining wastewater collector systems, emphasizing safe practices and procedures. The course focuses on the knowledge, skills, and abilities required to perform the essential duties of an entry level collection system maintenance technologist and prepares students to take the California Water Environment Association (CWEA) Collection System Certification exam at Grade I.

**WST 691 Noncredit****Introduction to Wastewater Treatment****Lecture:** 36 contact hours

This is an introductory course in wastewater treatment. This noncredit course covers material included in the State Water Resources Control Board (SWRCB) grade I certification exam.

## Basic Waterworks Certificate of Completion

This noncredit Basic Waterworks Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the water supply, delivery, and treatment operations. Note: The Basic Waterworks Certificate is not equivalent to the "Certificate of Competency" issued by the California State Water Resources Control Board in Water Distribution or Water Treatment.

| Code                    | Title                                   | Units          |
|-------------------------|---|----------------|
| <b>Required Courses</b> |   |                |
| CIT 601                 | Introduction to Basic Computer Skills   | 0              |
| VOCED 631               | Fundamentals of Business English        | 0              |
| WST 601                 | Test Review for Water Distribution D1   | 0              |
| WST 611                 | Test Review for Water Treatment T1      | 0              |
| WST 629                 | Introduction to Water Supply Technology | 0              |
| WST 652                 | Basic Waterworks Math Test Preparation  | 0              |
| WST 661                 | Introduction to Water Distribution      | 0              |
| WST 671                 | Introduction to Water Treatment         | 0              |
| <b>Total Hours</b>      |   | <b>140-212</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems

- Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. the public health protection)

## Wastewater Technology Certificate of Completion

The noncredit Wastewater Technology Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in wastewater collections, treatment, and recycle operations. Note: The Wastewater Technology Certificate is not equivalent to the "Certificate of Competency" issued by the California Water Environment Association (CWEA) in wastewater collection system operations or the "Certificate of Competency" issued by the State Water Resources Control Board (SWRCB) in Wastewater Treatment. The Cooperative Work Experience course, WST 098, is highly recommended for students not currently employed in the field.

| Code                    | Title  | Units          |
|-------------------------|--|----------------|
| <b>Required Courses</b> |  |                |
| CIT 601                 | Introduction to Basic Computer Skills                                    | 0              |
| VOCED 631               | Fundamentals of Business English   | 0              |
| WST 629                 | Introduction to Water Supply Technology                                  | 0              |
| WST 625                 | Test Review for Wastewater Treatment Plant Operations Grades One and Two | 0              |
| WST 653                 | Wastewater Technology Math Test Preparation                              | 0              |
| WST 681                 | Introduction to Wastewater Collections                                   | 0              |
| WST 691                 | Introduction to Wastewater Treatment                                     | 0              |
| <b>Total Hours</b>      |  | <b>148-191</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
- Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. the public health protection)

## Water Supply Technology Certificate of Achievement

The Water Supply Technology Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the water supply, delivery, and treatment operations. [The Water Supply Technology Certificate should not be confused with certification issued by the State Water Resources Control Board, California Water Environment Association (CWEA), or the American Water Works Association (AWWA). Certification by the State of California requires the qualified individual to: 1) pass an examination administered by the State Water Resources Control Board, California Water Environment Association (CWEA), or American Water Works Association (AWWA); 2) meet the experience and/or educational minimum requirements; 3) and, submit a certification application with the applicable fee.

| Code   | Title  | Units     |
|--|--|-----------|
| <b>Required Courses</b>                        |  |           |
| CIT 031  | Business English   | 3         |
| WST 075  | Water/Wastewater Chemistry and Analysis                        | 4         |
| WST 052  | Water Technology Math  | 3         |
| or WST 053                                     | Wastewater Technology Math                                     |           |
| <b>Select six courses from the list below:</b> |  |           |
| WST 031  | Water Use Efficiency Practitioner I                            | 3         |
| WST 034  | Introduction to Water Resource Management                      | 3         |
| WST 037  | Environmental Laws and Regulations                             | 3         |
| WST 038  | Geographic Information Systems (GIS) in Water Resources        | 3         |
| WST 045  | Backflow Prevention Devices                                    | 3         |
| WST 048  | Cross-Connection Control                                       | 3         |
| WST 061  | Water Distribution I   | 3         |
| WST 062  | Water Distribution II  | 3         |
| WST 071  | Water Treatment I  | 3         |
| WST 072  | Water Treatment II   | 3         |
| WST 081  | Wastewater Collection I  | 3         |
| WST 082  | Wastewater Collection II                                       | 3         |
| WST 086  | Electrical Instrumentation for Water and Wastewater Operations | 3         |
| WST 091  | Wastewater Treatment I   | 3         |
| WST 092  | Wastewater Treatment II  | 3         |
| <b>Total Units</b>                             |  | <b>28</b> |

| Code                       | Title                                   | Units |
|----------------------------|---|-------|
| <b>Recommended Courses</b> |   |       |
| CIT 101                    | Introduction to Computer Literacy       | 3     |
| WST 098                    | Water Supply Technology Work Experience | 1-4   |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

**This is a Gainful Employment Program**

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
- Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. public health protection)

## Water Technology Associate of Science Degree

The Water Supply Technology Program is designed to serve students who are employed or interested in employment in water/wastewater occupations. The program provides technical classes in water distribution, water treatment, wastewater collection, and wastewater treatment. The courses prepare students to upgrade their skills and/or prepare them for certification examinations from the California State Water Resource Control Board, the American Water Works Association, and the California Water Environment Association. The certificate program is designed to prepare students for entry level jobs in water treatment, water distribution, and wastewater reclamation industries. The associate of science degree graduates often work in city, county, or state agencies in positions such as plant operator, engineering technician, surface water manager, environmental laboratory coordinator, and industrial pre-treatment coordinator.

To graduate with a specialization in Water Technology, students must complete the following required courses in addition to the general breadth requirements for Associate of Science degree (total = 60 units).

| Code  | Title  | Units     |
|---|--|-----------|
| <b>Required Courses</b>                         |  |           |
| WST 034   | Introduction to Water Resource Management                      | 3         |
| WST 037   | Environmental Laws and Regulations                             | 3         |
| WST 075   | Water/Wastewater Chemistry and Analysis                        | 4         |
| <b>Select five courses from the list below:</b> |  | <b>18</b> |
| WST 031   | Water Use Efficiency Practitioner I                            | 3         |
| WST 036   | Water Utility Management                                       | 3         |
| WST 038   | Geographic Information Systems (GIS) in Water Resources        | 3         |
| WST 045   | Backflow Prevention Devices                                    | 3         |
| WST 048   | Cross-Connection Control                                       | 3         |
| WST 061   | Water Distribution I   | 3         |
| WST 062   | Water Distribution II  | 3         |
| WST 071   | Water Treatment I  | 3         |
| WST 072   | Water Treatment II   | 3         |
| WST 081   | Wastewater Collection I  | 3         |
| WST 082   | Wastewater Collection II                                       | 3         |
| WST 086   | Electrical Instrumentation for Water and Wastewater Operations | 3         |
| WST 091   | Wastewater Treatment I   | 3         |
| WST 092   | Wastewater Treatment II  | 3         |
| <b>Total Units</b>                              |  | <b>25</b> |

| Code                       | Title                                   | Units |
|----------------------------|---|-------|
| <b>Recommended Courses</b> |   |       |
| CIT 101                    | Introduction to Computer Literacy       | 3     |
| WST 098                    | Water Supply Technology Work Experience | 1-4   |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
- Utilize analytical skills as decision-making tools in the evaluation of unit water processes as well as overall utility performance
- Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. public health protection)
- Have knowledge of relevant equipment, policies, procedures and strategies to promote effective local, state, or national security operations in water resource management

## Water Use Specialist Certificate of Completion

This noncredit Water Use Specialist Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment as a water use efficiency practitioner. Note: The Water Use Specialist Certificate is not equivalent to the certification issued by the American Water Works Association (AWWA) in water use efficiency.

| Code                    | Title                                   | Units          |
|-------------------------|---|----------------|
| <b>Required Courses</b> |   |                |
| CIT 601                 | Introduction to Basic Computer Skills   | 0              |
| VOCED 631               | Fundamentals of Business English        | 0              |
| WST 629                 | Introduction to Water Supply Technology | 0              |
| WST 631                 | Introduction to Water Use Efficiency    | 0              |
| WST 652                 | Basic Waterworks Math Test Preparation  | 0              |
| <b>Total Hours</b>      |   | <b>108-139</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Have knowledge of fundamental aspects of water resource management, conservation, distribution, treatment, collection, recycle, and disposal operations
- Perform tasks in connection with the operation, control, and maintenance of water and sanitation systems
- Demonstrate effective oral and written communication skills and apply these tools in a regulatory context (i.e. the public health protection)

# Welding Technology

The Welding Technology program prepares students for employment in welding occupations and occupations where welding is required. Our program provides students with an understanding of the welding industry's requirements for employment and helps them to acquire entry-level job skills. Hands-on experience is emphasized in addition to a strong background in theory. Courses are held in well-equipped welding labs. Upon successful completion of the program, students will be able to demonstrate industry accepted welding and fabrication skills including, but not limited to: SMAW, FCAW, GMAW, GTAW, OAW and OFC in all positions with a variety of metals and alloys. Students are given opportunities to test and achieve certifications in welding that are included in the courses at no additional cost to enrolled students. The program also offers classes to prepare students to become Certified Welding Inspectors and L.A. City Certified Welders.

## Contact Information

Division: Applied Technology, Transportation, and Culinary Arts (T - 108)

Division Phone Number: (909) 384-4451

Faculty Chairs: Bryce Cacho (bcacho@sbccd.edu), M.A. and Joshua Milligan (jmilligan@sbccd.edu), A.S.

- Flux Cored Arc Welding (FCAW) Certificate of Achievement (p. 338)
- Gas Metal Arc Welding (GMAW) Certificate of Achievement (p. 338)
- Gas Tungsten Arc Welding (GTAW) Certificate of Achievement (p. 339)
- Pipe Welding Certificate of Achievement (p. 339)
- Shielded Metal Arc Welding (SMAW) Certificate of Achievement (p. 339)
- Welding Inspection Technology Certificate of Achievement (p. 340)
- Welding Job Readiness Certificate of Completion (p. 340)
- Welding Technology Associate of Science Degree (p. 340)
- Welding Technology Certificate of Achievement (p. 341)

### WELD 010 2 Units

#### Introduction to Welding

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

This is an introductory course for students in any field that utilizes welding processes. Emphasis will be on Welding Safety, Thermal cutting, Gas Metal Arc Welding, and Shielded Metal Arc Welding in flat and horizontal positions.

**Associate Degree Applicable**

### WELD 012 2 Units

#### Oxy-Fuel Welding

**Lecture:** 18 contact hours

**Lab:** 54 contact hours

This course provides entry-level training in oxy-acetylene welding, oxy-fuel cutting and oxy-fuel brazing.

**Associate Degree Applicable**

### WELD 015 3 Units

#### Gas Tungsten Arc Welding - Beginning

**Lecture:** 18 contact hours

**Lab:** 108 contact hours

**Prerequisite:** WELD 012

This is an introductory course in the Gas Tungsten Arc Welding (GTAW) or Tungsten Inert Gas (TIG) welding process. Welding safety, equipment, and joint construction on mild steel are stressed.

**Associate Degree Applicable**

### WELD 016 4 Units

#### Gas Tungsten Arc Welding - Intermediate

**Lecture:** 18 contact hours

**Lab:** 162 contact hours

**Prerequisite:** WELD 015

This is an intermediate level course in the Gas Tungsten Arc Welding (GTAW) process that focuses on carbon steel, stainless steel, and aluminum. Welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals are also covered.

**Associate Degree Applicable**

### WELD 017 3 Units

#### Gas Tungsten Arc Welding - Advanced

**Lab:** 162 contact hours

**Prerequisite:** WELD 016

This is an advanced course in GTAW that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. This course develops gas tungsten arc welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

**Associate Degree Applicable**

### WELD 027 3 Units

#### Inspection of Welds: Destructive Testing

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** WELD 010 or WELD 012

**Advisory:** TECALC 087 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course covers basic metallurgy and destructive tests commonly used to determine the physical properties of a weld. Destructive tests include: bend tests, nick break tests, tensile tests, hardness tests, fatigue tests, and impact tests.

**Associate Degree Applicable**

### WELD 028 3 Units

#### Inspection of Welds: Non-Destructive Examination

**Lecture:** 36 contact hours

**Lab:** 54 contact hours

**Prerequisite:** WELD 010 or WELD 012

**Advisory:** TECALC 087 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course covers non-destructive examination techniques used to determine the soundness of welds and their fitness for service. It includes visual examination, dye penetrant testing, magnetic particle testing, and ultrasonic testing.

**Associate Degree Applicable**

**WELD 045 3 Units****Shielded Metal Arc Welding - Beginning****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite/Corequisite:** WELD 010

This is an introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.

**Associate Degree Applicable****WELD 046 4 Units****Shielded Metal Arc Welding - Intermediate****Lecture:** 18 contact hours**Lab:** 162 contact hours**Prerequisite:** WELD 045

This is an intermediate course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.

**Associate Degree Applicable****WELD 047 3 Units****Preparation for Shielded Metal Arc Welding (SMAW) Pipe****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** WELD 046

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This is an advanced course in the Shielded Metal Arc Welding (SMAW) process that prepares students for pipe welding. Emphasis will be on open root groove welds in all positions. Root passes will be welded with E6010 and fill/covers with E7018.

**Associate Degree Applicable****WELD 048 4 Units****Shielded Metal Arc Welding (SMAW) - Pipe****Lecture:** 18 contact hours**Lab:** 162 contact hours**Prerequisite:** WELD 047**Advisory:** TECALC 087

This is an advanced course covering Shielded Metal Arc Welding (SMAW) on pipe. American Welding Society (AWS) and American Petroleum Institute (API) standards will be covered. Focus will be on 5G and 6G welding positions.

**Associate Degree Applicable****WELD 055 4 Units****Rigging****Lecture:** 54 contact hours**Lab:** 54 contact hours

The course is a comprehensive study of material handling and rigging.

**Associate Degree Applicable****WELD 060 4 Units****Fabrication and Layout - Beginning****Lecture:** 36 contact hours**Lab:** 108 contact hours**Prerequisite:** WELD 010

This course is designed to provide the training needed to read blueprints, create shop drawings, and fabricate and assemble parts.

**Associate Degree Applicable****WELD 061 3 Units****Layout Fitter II****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** WELD 060

This course is designed to provide the intermediate to advanced welding student with the skills needed by craftsmen in the fabrication industry. Topics include properties of structural steel; fitting up; plate and pipe.

**Associate Degree Applicable****WELD 065 4 Units****Welding Inspection Visual - AWS-CWI****Lecture:** 72 contact hours

**Advisory:** WELD 028 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is designed to prepare students for the Certified Welding Inspector (CWI) examination offered by the American Welding Society (AWS). Focus is placed on visual inspection, terms and definitions, welding symbols, welding processes, welding procedures, code specifications, materials and their limitations, weld testing, record keeping, report preparations, certifications, and responsibilities of a CWI.

**Associate Degree Applicable****WELD 066 3 Units****Preparation for Los Angeles City Welding Certification - Structural (AWS D1.1)****Lecture:** 54 contact hours**Prerequisite:** WELD 045**Corequisite:** WELD 046

**Advisory:** READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS) with a focus on the American Welding Society (AWS) D1.1 structural welding code.

**Associate Degree Applicable****WELD 067 2 Units****Structural Steel Special Inspection (ICC)****Lecture:** 36 contact hours

**Advisory:** WELD 060 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

This course is designed to prepare students for the structural steel special inspection examinations offered by the International Code Council (ICC). Topics include a review of the technical aspects on inspection and quality control in the area of structural steel, welding preparation, materials applications, plan reading, related codes, and report writing.

**Associate Degree Applicable****WELD 068 3 Units****Preparation for Los Angeles City Welder Certification - Reinforced Steel and Light Gauge Steel****Lecture:** 36 contact hours**Lab:** 54 contact hours**Prerequisite:** WELD 066

This class prepares students for the City of Los Angeles Department of Building and Safety (LADBS) Reinforced Steel and Light Gauge Steel written and performance qualification examinations with emphasis on the American Welding Society (AWS) D1.3 and AWS D1.4 Welding Codes.

**Associate Degree Applicable**



**WELD 077 3 Units****Introduction to Continuous Wire Welding****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** WELD 010

This course covers techniques and methods of Gas Metal Arc Welding (GMAW) and Flux-cored Arc Welding (FCAW) in all positions and on various thicknesses of mild steel. Fulfills American Welding Society SENSE Level 1 – Entry Welder Certification Modules 5: Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) and 6: Flux Cored Arc Welding (FCAW-G/GM, FCAW-S).

**Associate Degree Applicable****WELD 080 3 Units****Gas Metal Arc Welding - Beginning****Lecture:** 18 contact hours**Lab:** 108 contact hours**Prerequisite:** WELD 010

This course introduces techniques and methods of Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) in all positions and on various thicknesses of mild steel.

**Associate Degree Applicable****WELD 081 4 Units****Gas Metal Arc Welding - Intermediate****Lecture:** 18 contact hours**Lab:** 162 contact hours**Prerequisite:** WELD 080

This is the study of intermediate techniques and methods of Gas Metal Arc Welding (GMAW) and Metal-Cored Arc Welding (MCAW) in all positions and on various thicknesses of mild steel and aluminum.

**Associate Degree Applicable****WELD 082 3 Units****Gas Metal Arc Welding - Advanced****Lab:** 162 contact hours**Prerequisite:** WELD 081

This is an advanced course in Gas Metal Arc Welding (GMAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Gas Metal Arc Welding (GMAW) skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

**Associate Degree Applicable****WELD 090 4 Units****Flux Cored Arc Welding - Gas Shielded****Lecture:** 18 contact hours**Lab:** 168 contact hours**Prerequisite:** WELD 010

This course introduces techniques and methods of Flux Cored Arc Welding-Gas shielded (FCAW-G) in all positions and on various thicknesses of carbon steel.

**Associate Degree Applicable****WELD 091 4 Units****Flux Cored Arc Welding - Self Shielded****Lecture:** 18 contact hours**Lab:** 162 contact hours**Prerequisite:** WELD 010**Advisory:** WELD 090

This course introduces techniques and methods of Flux Cored Arc Welding-Self shielded (FCAW-S) in all positions and on various thicknesses of carbon steel.

**Associate Degree Applicable****WELD 092 3 Units****Flux Cored Arc Welding - Advanced****Lab:** 162 contact hours**Prerequisite:** WELD 090 or WELD 091

This is an advanced course in Flux Cored Arc Welding (FCAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Flux Cored Arc Welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

**Associate Degree Applicable****WELD 098 1-4 Units****Welding Work Experience****WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable****WELD 099 1-3 Units****Independent Study in Welding Technology****DIR:** 18 contact hours

Students with previous course work in Welding Technology may do assigned projects involving research and analysis of selected topics. This independent study is for students who are interested in furthering their knowledge of Welding Technology. Prior to registration, a written contract must be prepared jointly by the instructor and the student. See instructor for details.

**Associate Degree Applicable****WELD 645 Noncredit****Shielded Metal Arc Welding - Beginning****Lecture:** 18 contact hours**Lab:** 108 contact hours

This is a noncredit introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.

**WELD 646 Noncredit****Shielded Metal Arc Welding - Intermediate****Lecture:** 18 contact hours**Lab:** 162 contact hours**Prerequisite:** WELD 645

This is an intermediate noncredit course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.

**WELD 660 Noncredit****Fabrication and Layout - Beginning****Lecture:** 36 contact hours**Lab:** 108 contact hours

This noncredit course is designed to provide the training needed to read blueprints, create shop drawings, and fabricate and assemble parts.

**WELD 666 Noncredit****Preparation for Los Angeles City Welding Certification - Structural (AWS D1.1)****Lecture:** 54 contact hours

This noncredit course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS) with a focus on the American Welding Society (AWS) D1.1 structural welding code.

**WELD 680 Noncredit****Gas Metal Arc Welding - Beginning****Lecture:** 18 contact hours**Lab:** 108 contact hours

This noncredit course introduces techniques and methods of Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) in all positions and on various thicknesses of mild steel.

**WELD 681 Noncredit****Gas Metal Arc Welding - Intermediate****Lecture:** 18 contact hours**Lab:** 162 contact hours**Prerequisite:** WELD 680

This noncredit course is the study of intermediate techniques and methods of Gas Metal Arc Welding (GMAW) and Metal-Cored Arc Welding (MCAW) in all positions and on various thicknesses of mild steel and aluminum.

**WELD 690 Noncredit****Flux Cored Arc Welding - Gas Shielded****Lecture:** 18 contact hours**Lab:** 162 contact hours

This noncredit course introduces techniques and methods of Flux Cored Arc Welding- Gas shielded (FCAW-G) in all positions and on various thicknesses of carbon steel.

**WELD 691 Noncredit****Flux Cored Arc Welding - Self Shielded****Lecture:** 18 contact hours**Lab:** 162 contact hours**Prerequisite:** WELD 690

This noncredit course introduces techniques and methods of Flux Cored Arc Welding- Self shielded (FCAW-S) in all positions and on various thicknesses of carbon steel.

## Flux Cored Arc Welding (FCAW) Certificate of Achievement

This certificate is designed to provide students with training in Flux Cored Arc Welding (FCAW-G and FCAW-S). This is the semi-automatic welding process often used to replace Shielded Metal Arc Welding (SMAW) in many industrial applications. Industry certifications are stressed.

| Code                    | Title                                  | Units |
|-------------------------|--|-------|
| <b>Required Courses</b> |  |       |
| WELD 010                | Introduction to Welding                | 2     |
| WELD 090                | Flux Cored Arc Welding - Gas Shielded  | 4     |
| WELD 091                | Flux Cored Arc Welding - Self Shielded | 4     |

|                    |                                   |           |
|--------------------|-----------------------------------|-----------|
| WELD 092           | Flux Cored Arc Welding - Advanced | 3         |
| <b>Total Units</b> |                                   | <b>13</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welder Procedure Specification to produce quality welds
- Fabricate and layout parts that meet quality standard
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to pass a National Standard

## Gas Metal Arc Welding (GMAW) Certificate of Achievement

This certificate is designed to provide students with training in Gas Metal Arc Welding (GMAW). Metals will include Steel and Aluminum. Industry Certifications for both plate and pipe will be stressed.

| Code                    | Title                                | Units     |
|-------------------------|--------------------------------------|-----------|
| <b>Required Courses</b> |                                      |           |
| WELD 010                | Introduction to Welding              | 2         |
| WELD 080                | Gas Metal Arc Welding - Beginning    | 3         |
| WELD 081                | Gas Metal Arc Welding - Intermediate | 4         |
| WELD 082                | Gas Metal Arc Welding - Advanced     | 3         |
| <b>Total Units</b>      |                                      | <b>12</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

**At the completion of this program, students will be able to:**

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welder Procedure Specification to produce quality welds
- Fabricate and layout parts that meet quality standard
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to pass a National Standard

## Gas Tungsten Arc Welding (GTAW) Certificate of Achievement

This certificate is designed to provide students with training in Gas Tungsten Arc Welding (GTAW). GTAW is commonly known as TIG (Tungsten Inert Gas Welding). Students will work with Steel, Stainless Steel and Aluminum in both plate and pipe applications. Industry Certifications are stressed.

| Code                    | Title                                   | Units     |
|-------------------------|---|-----------|
| <b>Required Courses</b> |   |           |
| WELD 012                | Oxy-Fuel Welding                        | 2         |
| WELD 015                | Gas Tungsten Arc Welding - Beginning    | 3         |
| WELD 016                | Gas Tungsten Arc Welding - Intermediate | 4         |
| WELD 017                | Gas Tungsten Arc Welding - Advanced     | 3         |
| <b>Total Units</b>      |   | <b>12</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welder Procedure Specification to produce quality welds
- Fabricate and layout parts that meet quality standard
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to pass a National Standard

## Pipe Welding Certificate of Achievement

This certificate will give students an introduction into pipe welding with all of the four major welding processes used in the industry. These include SMAW, GMAW, FCAW-G, FCAW-S, and GTAW.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| WELD 017                | Gas Tungsten Arc Welding - Advanced                    | 3         |
| WELD 047                | Preparation for Shielded Metal Arc Welding (SMAW) Pipe | 3         |
| WELD 048                | Shielded Metal Arc Welding (SMAW) - Pipe               | 4         |
| WELD 082                | Gas Metal Arc Welding - Advanced                       | 3         |
| WELD 092                | Flux Cored Arc Welding - Advanced                      | 3         |
| <b>Total Units</b>      |  | <b>16</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welder Procedure Specification to produce quality welds
- Fabricate and layout parts that meet quality standards
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

## Shielded Metal Arc Welding (SMAW) Certificate of Achievement

This certificate is designed to train students in the use of Shielded Metal Arc Welding (SMAW) often known as Arc or Stick Welding. Electrode identification, welding symbols, and joint design are stressed. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

Students must complete **all** the **required courses** plus pass the SMAW Welding Certification either through the City of San Bernardino or Los Angeles. The practical welding certification test for both cities is administered by SBVC Welding Department.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| WELD 012                | Oxy-Fuel Welding   | 2         |
| WELD 045                | Shielded Metal Arc Welding - Beginning   | 3         |
| WELD 046                | Shielded Metal Arc Welding - Intermediate  | 4         |
| WELD 066                | Preparation for Los Angeles City Welding Welding Certification - Structural (AWS D1.1) | 3         |
| <b>Total Units</b>      |  | <b>12</b> |

*Students completing all course work but not finishing the SMAW Certification may proceed to the next certificate. In order to be awarded the certificate, both course work and certification must be completed.*

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Read and understand Welding Procedure Specifications to produce quality welds
- Pass a Welder Performance Qualification Test with the SMAW process that meets the standard of acceptability for the City of Los Angeles Department of Building and Safety

## Welding Inspection Technology Certificate of Achievement

This certificate is designed to prepare students for the American Welding Society (AWS) and/or International Code Council (ICC) Welding Inspector examinations.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| WELD 010                | Introduction to Welding                          | 2         |
| WELD 027                | Inspection of Welds: Destructive Testing         | 3         |
| WELD 028                | Inspection of Welds: Non-Destructive Examination | 3         |
| WELD 045                | Shielded Metal Arc Welding - Beginning           | 3         |
| WELD 060                | Fabrication and Layout - Beginning               | 4         |
| WELD 065                | Welding Inspection Visual - AWS-CWI              | 4         |
| WELD 067                | Structural Steel Special Inspection (ICC)        | 2         |
| <b>Total Units</b>      |  | <b>21</b> |

*Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.*

*This is a Gainful Employment Program*

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the general breadth of knowledge required to pass the AWS certified welding inspector (CWI) examination
- Show an understanding of the general breadth of knowledge required to pass the ICC welding inspector examination
- Perform visual inspection of welds to AWS standards

## Welding Job Readiness Certificate of Completion

This noncredit certificate is designed to complement the credit degree and certificates in the welding technology program by providing continuing education and practice for anyone in the welding industry. Focus is on Industry recognized welding certifications with the Shielded Metal Arc Welding (SMAW), Flux Cored Arc Welding (FCAW) and Gas Metal Arc Welding (GMAW) processes.

| Code                    | Title  | Units            |
|-------------------------|--|------------------|
| <b>Required Courses</b> |  |                  |
| WELD 645                | Shielded Metal Arc Welding - Beginning   | 0                |
| WELD 646                | Shielded Metal Arc Welding - Intermediate                                      | 0                |
| WELD 660                | Fabrication and Layout - Beginning   | 0                |
| WELD 666                | Preparation for Los Angeles City Welding Certification - Structural (AWS D1.1) | 0                |
| WELD 680                | Gas Metal Arc Welding - Beginning  | 0                |
| WELD 681                | Gas Metal Arc Welding - Intermediate   | 0                |
| WELD 690                | Flux Cored Arc Welding - Gas Shielded  | 0                |
| WELD 691                | Flux Cored Arc Welding - Self Shielded   | 0                |
| <b>Total Hours</b>      |  | <b>1040-1170</b> |

### Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welding Procedure Specifications to produce quality welds
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

## Welding Technology Associate of Science Degree

This degree is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder. To graduate with a specialization in Welding Technology, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| WELD 010                | Introduction to Welding  | 2         |
| WELD 012                | Oxy-Fuel Welding   | 2         |
| WELD 015                | Gas Tungsten Arc Welding - Beginning   | 3         |
| WELD 016                | Gas Tungsten Arc Welding - Intermediate  | 4         |
| WELD 027                | Inspection of Welds: Destructive Testing   | 3         |
| or WELD 028             | Inspection of Welds: Non-Destructive Examination                                       |           |
| WELD 045                | Shielded Metal Arc Welding - Beginning   | 3         |
| WELD 046                | Shielded Metal Arc Welding - Intermediate  | 4         |
| WELD 060                | Fabrication and Layout - Beginning   | 4         |
| WELD 066                | Preparation for Los Angeles City Welding Welding Certification - Structural (AWS D1.1) | 3         |
| WELD 080                | Gas Metal Arc Welding - Beginning  | 3         |
| WELD 081                | Gas Metal Arc Welding - Intermediate   | 4         |
| WELD 090                | Flux Cored Arc Welding - Gas Shielded  | 4         |
| WELD 091                | Flux Cored Arc Welding - Self Shielded   | 4         |
| TECALC 087              | Technical Calculations   | 4         |
| <b>Total Units</b>      |  | <b>47</b> |

To earn an SBVC Associate Degree students must complete one of the following general education patterns:

SBVC GE requirements (<https://www.valleycollege.edu/student-services/counseling/graduation-requirements/>)

CSU GE requirements (<https://www.valleycollege.edu/student-services/counseling/csuge/>)

IGETC requirements (<https://www.valleycollege.edu/student-services/counseling/igetc/>)

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welding Procedure Specifications to produce quality welds
- Fabricate and layout parts that meet quality standards
- Determine the causes of a weld failure using the knowledge and skills developed in destructive testing and correctly develop a new welding procedure that meets AWS code requirements for structural steel
- Perform visual inspection on weld specimens along with dye penetrant, magnetic particle and ultrasonic examination. Students must also be able to write a clear and concise reports describing what type of weld discontinuity and reference it to a specific welding code
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard
- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welding Procedure Specifications to produce quality welds
- Fabricate and layout parts that meet quality standards
- Determine the causes of a weld failure using the knowledge and skills developed in destructive testing and correctly develop a new welding procedure that meets AWS code requirements for structural steel
- Perform visual inspection on weld specimens along with dye penetrant, magnetic particle and ultrasonic examination. Students must also be able to write a clear and concise reports describing what type of weld discontinuity and reference it to a specific welding code
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

## Welding Technology Certificate of Achievement

This certificate is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder.

| Code                    | Title  | Units     |
|-------------------------|--|-----------|
| <b>Required Courses</b> |  |           |
| WELD 010                | Introduction to Welding  | 2         |
| WELD 012                | Oxy-Fuel Welding   | 2         |
| WELD 015                | Gas Tungsten Arc Welding - Beginning   | 3         |
| WELD 016                | Gas Tungsten Arc Welding - Intermediate  | 4         |
| WELD 027<br>or WELD 028 | Inspection of Welds: Destructive Testing<br>Inspection of Welds: Non-Destructive Examination | 3         |
| WELD 045                | Shielded Metal Arc Welding - Beginning   | 3         |
| WELD 046                | Shielded Metal Arc Welding - Intermediate  | 4         |
| WELD 060                | Fabrication and Layout - Beginning   | 4         |
| WELD 066                | Preparation for Los Angeles City Welding Welding Certification - Structural (AWS D1.1)       | 3         |
| WELD 080                | Gas Metal Arc Welding - Beginning  | 3         |
| WELD 081                | Gas Metal Arc Welding - Intermediate   | 4         |
| WELD 090                | Flux Cored Arc Welding - Gas Shielded  | 4         |
| WELD 091                | Flux Cored Arc Welding - Self Shielded   | 4         |
| TECALC 087              | Technical Calculations   | 4         |
| <b>Total Units</b>      |  | <b>47</b> |

Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

*This is a Gainful Employment Program*

## Program Learning Outcomes

At the completion of this program, students will be able to:

- Show an understanding of the safety precautions for working in a welding lab and demonstrate an awareness of the importance of safety in welding
- Use tools related to the welding industries
- Read and interpret prints and shop drawings to produce quality welds
- Read and understand Welding Procedure Specifications to produce quality welds
- Fabricate and layout parts that meet quality standards
- Determine the causes of a weld failure using the knowledge and skills developed in destructive testing and correctly develop a new welding procedure that meets AWS code requirements for structural steel
- Perform visual inspection on weld specimens along with dye penetrant, magnetic particle and ultrasonic examination. Students must also be able to write a clear and concise reports describing what type of weld discontinuity and reference it to a specific welding code
- Pass a Welder Performance Qualification Test that meets the standard of acceptability to a National Standard

## Work Experience

### Occupational Cooperative Work Experience

Work experience education credit can be earned in each of the occupational disciplines. (See appropriate program area under course number 098 or 198 for specific information.)

#### Cooperative Work Experience

The concept of issuing college credit for work experience is based on the premise that a student with well-defined job-oriented objectives will find his/her work an educational experience. To be effective it must be approached cooperatively and with enthusiasm by the student, the employer, and the college coordinator. The student will gain college credit, a new appreciation of the responsibilities he/she has to his/her employer, greater awareness and improved job skills.

There are two classifications of Cooperative Work Experience Education at San Bernardino Valley College.

- In *Occupational Cooperative Work Experience*, students may earn four units per semester for a maximum of sixteen units.
- In *General Cooperative Work Experience* students may earn three units per semester with a maximum of six allowable during their college career; and they need not be enrolled in a related course. Seventy-five hours of paid work experience (or 60 hours volunteer work) equal one unit of college credit.

San Bernardino Valley College offers two formats for Cooperative Work Experience:

- In *Parallel Format*, students take a Cooperative Work Experience class concurrently with other college courses.
- In *Alternate Format* students alternate between taking a Cooperative Work Experience class one semester and other college courses the previous and/or following semesters.

Units earned through Work Experience do not apply toward units in a major unless such courses are specifically required for a degree in that department. However, course credit earned through work experience can apply as elective units in any associate degree. Refer to the specific department section of this catalog for a list of specific courses required for

a major. For information on a specific discipline, contact the department or the division office.

## Contact Information

Division: Academic Success and Learning Services (LIB - 123)

Division Phone Number: (909) 384-8649

Faculty Chair: Ginny Evans-Perry (gperry@sbccd.edu), M.L.I.S.

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### WKEXP 099 1-4 Units

#### General Work Experience

**WRKEX:** 300 contact hours

Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.

**Associate Degree Applicable**

# ADMINISTRATION AND FACULTY

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- Administration (p. 343)
- Administrative Emeriti (p. 344)
- Faculty (p. 344)
- Faculty / Professor Emeriti (p. 353)

## Administration

**Bratulin, Paul**

**Campus Director - Marketing, Creative Services, and Public Affairs**

B.A., University of North Florida

**Brunson, Jr. Larry W.**

**Director - Disabled Student Programs and Services**

M.S., National University

B.A., California State University, Long Beach

**Camacho, Albert**

**Supervisor - Custodial**

**Carlos, Raymond**

**Director - Student Life**

Ed.D., University of Southern California

M.A., Indiana State University

B.A., California State University, Fullerton

**Cota, Marco**

**Dean - Counseling and Matriculation**

M.A., California State University, San Bernardino

B.A., California State University, San Bernardino

A.A., College of the Desert

**Dale, April**

**Director - Admissions and Records**

M.B.A., University of La Verne

B.S., DeVry University, Long Beach

**Dennis, Paul**

**Director - Police Academy**

M.A., Azusa Pacific University

B.A., Azusa Pacific University

**Diaz, Emma**

**Director - California Adult Education Program (Inland Adult Education Consortium)**

Ed.D., University of Southern California

M.A., University of Phoenix

B.S., California State University, Northridge

**Grishow, Kevin**

**Supervisor - Maintenance and Grounds**

**Hastings, Ron**

**Director - Library and Learning Support Services**

M.L.S., University of Arizona

M.F.A., University of California, Irvine

B.A., University of California, Riverside

**Hector, Leticia**

**Dean - Arts and Humanities**

M.A., California State University, Fullerton

B.A., California State University, Fullerton

A.A., Mt. San Antonio College

**Hinojosa, Joanne**

**Director - EOPS/CARE Program**

M.S.W., Azusa Pacific University

B.A., California State University, Chico

A.A., Citrus College

**Hrdlicka, Rick**

**Director - Computer Technology Services**

M.A., California State University San Bernardino

B.S., California State University San Bernardino

A.A., San Bernardino Valley College

**Humble, Dina**

**Vice President - Instruction**

Ed.D., Capella University

M.M.E., University of Northern Colorado

B.M., University of Minnesota

**Jenkins, Robert**

**Director - Facilities, Maintenance and Operations**

M.P.A., Brigham Young University

B.S., University of Utah

A.S., Southwestern Community College

**Johnson, Wallace**

**Dean - Social Sciences, Human Development, and Physical Education**

Ed.D., University of Texas, Austin

M.A., University of California, Riverside

M.A., California State University, San Bernardino

B.A., University of California, Riverside

**Karge, Sandy**

**Interim Director - Child Development Center**

M.S., University of La Verne

B.A., University of Redlands

A.A., San Bernardino Valley College

A.S., Philips Business School

**Layne, Michael**

**Director - Foundation**

M.A., University of Alaska Southeast

B.A., St. John's College

**Lewis, Stephanie**

**Dean - Mathematics, Business, and Computer Technology**

Ph.D., University of California, Riverside

Ed.S., Wayne State University

M.A., Alabama State University, Montgomery

B.A., Michigan State University, E. Lansing

**Morden, Erik**

**Manager - Food Services**

M.P.A., California State University, San Bernardino

B.A., California State University, Fullerton

A.A., San Bernardino Valley College

**Norris, Tenille**

**Interim Vice President - Administrative Services**

M.S., University of La Verne

M.B.A., University of La Verne

B.S., California State Polytechnic University, Pomona

**Oxendine, Joanna**

**Dean - Research, Planning, Institutional Effectiveness with Grants Oversight**

Ed.D., California State University, San Bernardino  
M.Ed., University of North Carolina, Chapel Hill  
B.A., University of North Carolina, Chapel Hill

**Quach, Patty**

**Dean - Academic Success and Learning Services**

Ed.D., Capella University  
M.Ed., University of La Verne  
B.A., California Polytechnic University, Pomona

**Rodriguez, Maria Del Carmen**

**Dean - Student Equity and Success**

M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Rubio, David**

**Director - Athletics**

M.A., Azusa Pacific University  
B.A., California State University, San Bernardino

**Sifuentes, Aldo**

**Interim Director - Campus Technology Services**

M.A., California State University, San Bernardino  
B.A., University of California, Santa Barbara

**Simental, Yolanda**

**Associate Dean - Health Sciences and Director of Nursing**

M.S.N., California State University, San Bernardino  
B.S.N., California State University, San Bernardino  
A.A., San Bernardino Valley College

**Stanskas, Peter-John**

**Dean - Science**

Ph.D., University of Maryland  
B.S., Mary Washington College

**Thayer, Scott W.**

**Interim President**

Ed.D., University of Southern California  
M.A., Point Loma Nazarene University  
B.A., Rollins College  
A.A., Normandale Community College

**Thomas, Vanessa**

**Dean - Applied Technology, Transportation, and Culinary Arts**

M.B.A., University of Phoenix  
B.A., University of Oregon

**Tillman, Shalita**

**Manager - CalWORKS and Workforce Development**

M.A., Pacific Oaks College  
B.S., Azusa Pacific University

**Trejo, Samuel**

**Director - Financial Aid**

M.B.A., California State University, San Bernardino  
B.A., California State University, San Bernardino  
A.A., Chaffey Community College

**Williams, Sharaf**

**Director - First Year Experience, Student Equity**

M.Ed., University of Nevada, Las Vegas  
B.S., St. Joseph's University

## Administrative Emeriti

**Bancroft, John** Assistant Dean, Student Development

**Jensen, Arthur M.** President

**Pszczola, Lorraine A.** Administrative Dean, Student Affairs

**Russell, Lionel H.** Director of Counseling

**Singer, Donald L.** President

## Faculty

The dates in parentheses indicate the year of appointment to the San Bernardino Community College District

**Ababat, Anthony (2016)**

**Associate Professor - Electricity/Electronics**

B.S., Cebu Institute of Technology University

**Adams, Kathryn (1997)**

**Professor - Child Development**

M.S., University of La Verne  
B.S., California State University, Fullerton  
A.A., Citrus College

**Addington, Samuel (2022)**

**Assistant Professor - Computer Information Technology and Computer Science**

M.S., Western Governors University  
B.S., Colorado State University - Global Campus

**Adler, Dawn (1997)**

**Associate Professor - Physical Education**

M.S., University of Utah  
B.S., University of Utah

**Aguilar-Kitibutr, Ailsa (1989)**

**Counselor, Professor - General Counseling**

Psy.D., University of La Verne  
M.S., University of La Verne  
M.A., Ateneo University  
B.S., University of Santo Tomas

**Akers, Elaine (2004)**

**Coordinator, Professor - Student Health Services**

D.N.P., Case Western Reserve University  
M.S.N., San Jose State University  
B.S.N., University of the State of New York  
A.D.N., Mt. Hood Community College

**Al-Husseini, Maha (2001)**

**Associate Professor - Computer Information Technology**

M.A., Central Michigan University  
B.A., Kuwait University

**Algattas, Daniel (2017)**

**Associate Professor, Head Football Coach - Physical Education**

M.A., New Mexico Highlands University  
B.A., California State University, Los Angeles

**Allen, Tammy (2015)**

**Associate Professor - Reading and Study Skills**



Ed.D., University of Southern California  
M.S., California State University, Fullerton  
B.S., Azusa Pacific University

**Alvarez, Vicente (2009)**

**Associate Professor - Mathematics**

Ph.D., University of California, Riverside  
M.S., University of California, Riverside  
B.S., University of California, Riverside

**Andersen, Leif (2021)**

**Assistant Professor - Physics**

D.Phil, University of Oxford  
M.S., California State University, Los Angeles  
B.S., University of California, Santa Barbara

**Anemelu, Victoria (2006)**

**Professor - Mathematics**

Ph.D., University of Nigeria  
M.Ed., University of Nigeria  
B.Sc., University of Nigeria

**Arnold, Anita (2022)**

**Assistant Professor - Nursing**

M.S.N.-ED., Western Governors University  
B.S.N., Western Governors University  
A.D.N., Victor Valley College

**Assumma, Michael J. (2002)**

**Associate Professor - Business Administration**

M.B.A., California State University, San Bernardino  
B.S., California Polytechnic University, Pomona

**Avelar, Amy (2009)**

**Associate Professor - Chemistry**

Ph.D., University of California, Riverside  
M.S., University of California, Riverside  
B.S., University of California, Riverside  
A.A., San Bernardino Valley College

**Banola, Erwin (John) (2009)**

**Associate Professor - Kinesiology/Health**

M.S., California State University, Northridge  
B.A., California State University, Northridge  
A.S., Pierce College

**Banuelos, Elizabeth (2016)**

**Counselor, Associate Professor - Counseling Center**

**Puente Co-Coordinator**

M.S., University of Redlands  
B.A., University of California, Riverside  
A.A., San Bernardino Valley College

**Barnett, Kellie (2004)**

**Professor - Child Development**

M.S., University of La Verne  
B.S., California State University, San Diego

**Bastedo, David (1992)**

**Professor - Biology**

M.S., Chapman University  
M.A., University of Redlands

**Batalo, Mandi (2006)**

**Professor - Art**

Ed.D., Fielding Graduate University

M.A., California Polytechnic University, Pomona

B.A., California State University, San Bernardino

**Beebe, Yvonne (1999)**

**Professor - Mathematics**

M.S., University of California, Riverside  
B.S., University of California, Riverside

**Begg, Erica (2020)**

**Counselor, Assistant Professor - General Counseling**

M.S., University of La Verne  
B.A., University of California, Riverside

**Berry II, Thomas W. (2021)**

**Assistant Professor - Communication Studies**

M.A., Regent University  
M.S., California State University, Fullerton  
M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Bjerke, Jennifer (2016)**

**Associate Professor - Geography**

M.A., Rutgers, the State University of New Jersey  
B.S., California State Polytechnic University, Pomona  
A.A., College of the Sequoias

**Blacksher, Anthony (2016)**

**Associate Professor - Sociology**

Ph.D., Claremont Graduate University  
M.A., California State University, San Marcos  
B.A., California State University, San Marcos

**Blecka, Lori Ann (1991)**

**Associate Professor - Mathematics**

M.S., University of California, Riverside  
B.S., University of California, Riverside

**Brewer, Quincy (2007)**

**Associate Professor, Head Coach - Men's Basketball - Physical Education**

M.A., University of Phoenix  
M.A., Azusa Pacific University  
B.A., Arizona State University

**Brown, Robert D. (2006)**

**Professor - English**

Ed.D., Azusa Pacific University  
M.A., Pepperdine University  
B.A., University of Redlands

**Buffong, Keynasia (2016)**

**Career Counselor, Associate Professor - Transfer and Career Services**

M.S.W., California State University, San Bernardino  
B.A., California State University, San Bernardino  
B.A., California State University, San Bernardino  
A.A., Riverside City College

**Burnham, Lorrie (2011)**

**Associate Professor - Biology**

M.S., California Polytechnic University, Pomona  
B.S., California State University, San Bernardino  
A.A., San Bernardino Valley College

**Burns-Peters, Davena (2014)****Associate Professor - Modern Languages (American Sign Language)**

B.V.E., California State University, San Bernardino  
 A.S., Riverside City College  
 A.A., Loma Linda University

**Cacho, Bryce (2017)****Associate Professor - Welding Technology**

M.A., California State University San Bernardino  
 B.S., California State University San Bernardino  
 A.S. Victor Valley Community College

**Caldwell-Betties, Melita (2012)****Associate Professor - Water Supply Technology**

M.P.A., California State University, San Bernardino  
 B.S., University of Redlands

**Carter, Yancie (2015)****Matriculation Coordinator, Counselor, Associate Professor - General Counseling**

Ed.D., La Sierra University  
 M.A., Argosy University  
 B.A., Roosevelt University  
 A.A., Southeastern College

**Castro, Anthony (2015)****Associate Professor - Mathematics**

M.S., University of California, Riverside

**Che, Yon (2004)****Associate Professor - Modern Languages (Spanish)**

M.A., University of California, Los Angeles  
 B.A., University of California, Los Angeles

**Chou, Jesse (2019)****Assistant Professor - Computer Science**

M.S., University of Massachusetts  
 B.A., University of Massachusetts

**Cisneros, Maribel (2016)****Counselor, Associate Professor - EOPS/CARE**

M.A., University of Redlands  
 B.A., University of California, Riverside  
 A.A., Riverside City College

**Copeland, Mary (2007)****Professor - English**

M.F.A., University of California, Riverside  
 B.A., California State University, San Bernardino  
 A.A., Riverside City College  
 A.S., Riverside City College

**Croy, Jeremy (2019)****Assistant Professor - Administration of Justice**

Ed.D., Concordia University - Chicago  
 M.S., Michigan State University  
 B.S., Western Illinois University  
 A.S., Lake Land College

**Cruz, Alexander (2019)****Assistant Professor - Automotive Technology**

B.A., Universidad del Sagrado Corazón

**Cuny, Lucas (2018)****Associate Professor - Film, TV, and Media**

M.F.A., California State University, Fullerton

B.A., Columbia College-Hollywood

B.S., California State University, Dominguez Hills

**Damgen, Carol (2021)****Assistant Professor - Communication Studies**

M.F.A., University of California, Riverside  
 M.A., California State University, San Bernardino  
 M.A., California State University, San Bernardino  
 B.A., California State University, San Bernardino

**Demsky, Jeffrey (2011)****Associate Professor - Political Science**

Ph.D., University of Florida  
 M.A., American University  
 B.A., S.U.N.Y. Albany

**Du Bois-Eastman, Kim (2014)****Associate Professor - Psychiatric Technology**

M.S.N., Loma Linda University, Loma Linda  
 C.N.S., Loma Linda University, Loma Linda  
 B.S.N, California State University, Dominguez Hills  
 B.S., University of Redlands  
 A.D.N., Saddleback College

**Dunn, Frank (1999)****Counselor, Associate Professor - General Counseling**

M.P.A., University of La Verne  
 M.A., University of Redlands

**Estrada, Laura (2018)****College Nurse, Associate Professor - Student Health Services**

M.P.H Still University  
 A.T., Still University  
 B.S.N., Azusa Pacific University  
 R.N., Mount St. Mary's College  
 P.H.N., Azusa Pacific University

**Evans-Perry, Ginny (2005)****Librarian, Associate Professor - Library and Learning Support Services**

M.L.I.S., San Jose State University  
 B.A., Chapman University

**Fehr, Jody (2019)****Tutoring Coordinator, Assistant Professor - Academic Success and Learning Services**

M.A., California State Polytechnic University, Pomona  
 B.A., California State University, Los Angeles

**Ferri-Milligan, Paula (1999)****Professor - English**

Ed.D., California State University, Fullerton  
 M.A., California State University, San Bernardino  
 B.A., California State University, San Bernardino

**Fogle, Melinda (2012)****Associate Professor - Theatre Arts**

Ph.D., Bowling Green State University  
 M.A., University of Kentucky  
 B.F.A., Miami University

**Foscolos, Espree (2021)****Assistant Professor - Nursing**

M.S.N., Western Governors University

B.S.N., Western Governors University  
A.D.N., San Bernardino Valley College

**Fozouni, Daihim (2014)**

**Associate Professor - English**

M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**García, Armando A. (2020)**

**Counselor, Assistant Professor - General Counseling**

M.S.C., California State University, Long Beach  
G.C.C.C., California State University, Long Beach  
B.A., California State University, Dominguez Hills  
B.A., California State University, Dominguez Hills  
A.A., Long Beach City College

**García, Jamie (2022)**

**Assistant Professor - Communication Studies**

M.A., California State University, Los Angeles

**Ghazaleh, Rema (2021)**

**Counselor, Assistant Professor - International Student Program**

M.A.Ed., P.P.S., Azusa Pacific University  
B.A., California State University, San Bernardino  
A.S., Chaffey College

**Gibbons, Ann (1991)**

**Associate Professor - Mathematics**

M.A., California State University, Fullerton  
B.A., California State University, Fullerton

**Gilbert, Jeremiah (2005)**

**Professor - Mathematics**

Ph.D., Capella University  
M.A., University of California, Riverside  
B.A., California State University, San Bernardino

**Giles, Keenan (2015)**

**Counselor, Associate Professor - EOPS/CARE**

M.S., San Diego State University  
B.S., San Diego State University

**Gomez, Edward (1998)**

**Associate Professor - History**

M.A., University of California, Riverside  
B.A., California State University, Los Angeles  
A.A., Los Angeles City College

**Gomez, Fernando (2021)**

**Assistant Professor - Biology**

Ph.D., University of California, Los Angeles

**Gonzales, Pedro (2020)**

**Counselor, Assistant Professor - Adult Education Program**

M.A., University of Redlands  
B.A., California Polytechnic University, Pomona

**Graham, Danielle (2019)**

**Assistant Professor - Psychology**

Ph.D., University of Stirling, Scotland  
M.S., University of Stirling, Scotland  
B.A., University of California, Riverside

**Gregory, Leslie (2004)**

**Counselor, Associate Professor - CalWORKS**

M.A., Point Loma Nazarene University

B.A., California State University, San Bernardino

**Halabi, Tarif H. (2013)**

**Associate Professor - Electricity/Electronics**

M.S., California State University, Fullerton  
B.S., California State University, Los Angeles

**Hallex, Alicia (2016)**

**Learning Disabilities Specialist, Counselor, Associate Professor - Disabled Students Programs and Services**

M.A., University of Redlands  
B.A., California State University, San Bernardino  
A.A., Crafton Hills College

**Hamdy, Rania (2013)**

**Coordinator, Associate Professor -**

**Professional and Organizational Development**

M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino  
A.A., San Bernardino Valley College

**Hassanzadah, Ali (2019)**

**Assistant Professor - Mathematics**

M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Hauge, Kristin (2008)**

**Associate Professor, Head Coach - Women's Soccer - Physical Education**

M.A., Azusa Pacific University  
B.S., California State Polytechnic University, Pomona  
A.A., Pasadena City College

**Hecht, Andrea (2016)**

**Counselor, Associate Professor - General Counseling**

M.S., University of La Verne  
B.A., California State University, San Bernardino

**Heibel, Todd (2004)**

**Professor - Geography**

Ph.D., Pennsylvania State University, University Park  
M.A., University of Missouri, Columbia  
B.S., Pennsylvania State University, University Park

**Henkle, Lisa (2016)**

**Associate Professor - Political Science**

D.P.A., University of La Verne  
M.P.A., California Baptist University  
B.S.A., California Baptist University

**Herrera, Jamie (2013)**

**Counselor, Associate Professor - General Counseling**

M.S., University of La Verne  
B.S., California State University, San Bernardino  
A.S., Chaffey College

**Hill, June (1995)**

**Professor - Nursing**

M.N., University of California, Los Angeles  
M.S.G., University of La Verne

**Hind, Brittany (2020)**

**Counselor, Assistant Professor - EOPS/CARE**

M.A., San Diego State University

B.A., California State University, Northridge  
A.A., San Diego Miramar College

**Hinrichs, Sr., Guy (2000)**

**Associate Professor - Automotive Technology**  
B.S., Southern Illinois University  
A.A., Crafton Hills College

**Holder, Patricia (2008)**

**Associate Professor, Head Coach - Women's Volleyball - Physical Education**  
M.A., Azusa Pacific University  
B.S., San Diego Christian College  
Fitness Specialist, San Diego City College

**Hunter, Diane (1998)**

**Professor - English**  
M.A., California Polytechnic University, Pomona  
B.A., California Polytechnic University, Pomona

**Huston, Celia J. (1998)**

**Librarian, Professor - Library and Learning Support Services**  
Ph.D., Capella University  
M.L.S., California State University, San Jose  
B.A., California State Polytechnic University, Pomona

**Israel, Abier (2005)**

**Associate Professor - Mathematics**  
Ph.D., Capella University  
M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Jackson, Michelle (2021)**

**Assistant Professor - Psychiatric Technology**  
B.S., Grand Canyon University  
L.P.T., Mt. San Antonio College

**Jakpor, Riase (2013)**

**Associate Professor - Political Science**  
Ph.D., University of Michigan, Ann Arbor  
M.A., University of Michigan, Ann Arbor  
B.A., University of Michigan, Ann Arbor

**Jaramillo, Richard (1999)**

**Associate Professor - Automotive Technology**  
A.A., Cerritos College

**Jefferson, Kimberly D. (2008)**

**Associate Professor - Reading and Study Skills**  
M.A., Pepperdine University  
M.A., California State University, San Bernardino  
B.A., University of Southern California  
A.A., Compton College

**Jimenez, Nicole (2017)**

**Counselor, Assistant Professor - First Year Experience (FYE)**  
M.S., California State University, San Bernardino  
B.A., Whittier College

**Johnson, Dominique (2019)**

**Counselor, Assistant Professor - First Year Experience (FYE)**  
M.A., P.P.S., University of Redlands  
B.A., Fisk University

**Johnson, Heather (2016)**

**Counselor, Assistant Professor - First Year Experience (FYE)**

M.A., University of Redlands  
B.A., California State University, San Bernardino

**Johnson, Kimberly (2016)**

**Counselor, Assistant Professor - Middle College Program**  
M.A., University of Redlands  
B.A., University of La Verne

**Jones, Carol (2016)**

**Associate Professor - Chemistry**  
Ph.D., University of California, Riverside  
M.S., University of California, Riverside  
B.S., University of California, Riverside

**Jones, Patricia (2007)**

**Counselor, Associate Professor - General Counseling**  
M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Joshua, Judy (2016)**

**Associate Professor - English**  
Ph.D., University of California, Irvine  
M.A., California State University, Los Angeles  
B.S., University of California, Berkeley

**Kafela, Kathy (1999)**

**Coordinator, Professor - Transfer and Career Services**  
M.S., Iowa State University  
B.S., Iowa State University

**Kanawati, Moustafa (2007)**

**Associate Professor - Mathematics**  
M.S., Southern Illinois University at Edwardsville  
B.A., Saint Louis University

**Kappattil, Reshmi (2021)**

**Assistant Professor - Nursing**  
D.N.P., Grand Canyon University

**Kelly-Silagy, Deana (2016)**

**Veteran Counselor, Associate Professor - Counseling/Veteran Resource Center**  
M.A., University of Redlands  
B.A., California State University, San Bernardino  
A.A., San Bernardino Valley College

**King, Melissa (2013)**

**Associate Professor - Anthropology and Global Studies**  
Ph.D., University of California, Riverside  
M.A., University of California, Riverside  
M.A., Fuller Theological Seminary  
B.A., University of Alabama at Birmingham

**Knight, Denise (1995)**

**Associate Professor - Child Development**  
M.A., Pacific Oaks College  
B.A., Pacific Oaks College  
A.A., Monterey Peninsula College

**Lambrou, Nicole (2022)**

**Assistant Professor - Architecture**  
Ph.D., University of California, Los Angeles  
M.Arch., Yale University

B.A., Binghamton University

**Lamore, Joel (1998)**

**Professor - English**

M.F.A., M.A., Chapman University  
B.A., Loyola Marymount University

**Larivee, Elizabeth (Beth) (2019)**

**Counselor, Assistant Professor -**

**Disabled Students Programs and Services**

M.A., Wheaton College  
B.A., Wheaton College

**Lawler, Kenneth (2013)**

**Associate Professor - Physical Education**

B.S., Excelsior College  
A.A., Excelsior College

**Lechuga, Thomas (2021)**

**Assistant Professor - Biology**

Ph.D., University of California, Irvine  
B.S., University of Redlands

**Lee, Chongui Keith (1998)**

**Associate Professor - Mathematics**

Ed.D., California State University, Fullerton  
M.S., Claremont Graduate University  
M.S., California State University, Long Beach  
B.S., University of California, Los Angeles

**Lee, Dirkson (2006)**

**Professor - English/ESL**

Ed.D., California State University, Fullerton  
M.A., California State University, San Bernardino  
B.A., University of California, Riverside

**Lee, Steven (2016)**

**Associate Professor - Accounting**

M.B.A., California State University, San Bernardino

**Lee, Yvette (1999)**

**Associate Professor - English**

M.A., Andrews University  
B.A., University of Colorado at Boulder

**Lemieux, Jessy (2015)**

**Associate Professor - Chemistry**

Ph.D., University of California, Riverside  
M.S., University of California, Riverside  
B.S., University of California, Riverside

**Levine, Michael (2016)**

**Associate Professor - Economics**

Ph.D., University of California, Riverside  
M.A., University of California, Riverside  
B.S., University of California, Santa Barbara

**Lillard, Sheri (2007)**

**Professor - Chemistry**

Ph.D., Iowa State University  
B.S., San Diego State University

**Loera, Manuel (1980)**

**Associate Professor - Automotive Technology**

A.S., Crafton Hills College

**Lopez, Maria (2018)**

**Assistant Professor - Counseling/Adult Education Program**

M.S., P.P.S., University of La Verne  
B.S., University of California, Riverside  
A.A., Rio Hondo College

**Luke, Sr., Craig (2015)**

**Counselor, Associate Professor - First Year Experience (FYE)**

Ph.D., Universidad Central De Nicaragua  
Ph.D., Bethel Christian College, Riverside  
M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Luna, Evelyn (2016)**

**Counselor, Assistant Professor - First Year Experience (FYE)**

M.A., University of Redlands  
B.S., California State University, Fullerton  
A.A., Mt. San Antonio College

**López, Alma Guadalupe (2012)**

**Associate Professor - English**

M.A., University of California, Riverside  
B.A., University of California, Santa Cruz  
A.A., San Bernardino Valley College

**López, Leonard (2001)**

**Associate Professor - Philosophy/Religious Studies**

J.D., Stanford University  
M.A., California State University, Los Angeles  
B.A., University of California, Los Angeles

**Martin, David (2018)**

**Associate Professor - Mathematics**

Ph.D., University of California, Merced  
M.A., California State University, Fresno  
B.S., University of California, Davis

**Martin, Micah (2016)**

**Associate Professor - Modern Languages**

M.A., Indiana State University  
B.A., University of California, Santa Barbara

**Mattson, Susan (2011)**

**Associate Professor - Communication Studies**

M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Mayne, Michael (2000)**

**Associate Professor - Mathematics**

M.A., Ohio State University  
B.A., Oakwood University

**Melancon, Berchman K. (2013)**

**Associate Professor - Diesel Technology**

A.S., Riverside City College

**Metu, Reginald (2002)**

**Professor - Computer Information Technology**

Ed.D., Alliant International University, San Diego  
M.A., California State Polytechnic University, Pomona  
B.S., California State Polytechnic University, Pomona

**Meyer, Stacy (2005)**

**Associate Professor - Culinary Arts**

M.A., University of Redlands  
 B.S., University of Redlands  
 A.O.S., Culinary Institute of America

**Milligan, Joshua (2016)**

**Associate Professor - Welding Technology**  
 A.S., San Bernardino Valley College

**Mills, Amy (2022)**

**Assistant Professor - English**  
 M.A., California State University, Fullerton  
 B.A., California State University, Fullerton

**Moeung, Botra (2016)**

**Honors/Transfer Counselor, Associate Professor -  
 Transfer and Career Services**  
 Ed.D., La Sierra University  
 M.S., California Baptist University  
 B.S., University of California, Riverside  
 A.A., Riverside City College

**Moneymaker, Melinda (2009)**

**Associate Professor - Human Services**  
 B.A., California State University, San Bernardino  
 B.A., California State University, San Bernardino  
 A.A., San Bernardino Valley College

**Moore, Sandra (1990)**

**Professor - Psychology**  
 Ph.D., University of California, Santa Cruz  
 M.S., University of California, Santa Cruz  
 B.A., Northwestern University

**Moreno, Dolores (1994)**

**Associate Professor - English**  
 M.A., University of California, Riverside  
 B.A., University of California, Riverside

**Murillo, Joan (2011)**

**Associate Professor - Biology**  
 M.S., California State University, Fullerton  
 B.S., University of Wisconsin, Steven Point

**Murphy, Joel (2015)**

**Associate Professor - English**  
 Ed.D., Nova Southeastern University  
 M.A., Eastern Michigan University  
 B.A., Reed College  
 B.A., Portland State University

**Nelson, Brandy (2016)**

**Associate Professor - Human Services**  
 M.B.A., University of Phoenix  
 B.A., California State University, San Bernardino

**Notarangelo, Joseph (2006)**

**Professor - English**  
 M.A., California State University, San Bernardino  
 B.A., University of California, Los Angeles

**Notarangelo, Maria (2019)**

**Librarian, Assistant Professor - Library and Learning Support Services**  
 M.L.I.S., California State University, San Jose  
 M.A., California State University, San Bernardino

B.A., University of California, Santa Cruz

**Obra, Violeta (2004)**

**Associate Professor - Nursing**  
 M.S.N., Loma Linda University  
 B.S.N., Loma Linda University  
 P.C.C.N.P., Makati Medical Center, Philippines

**Orozco, Debbie (2015)**

**Counselor, Associate Professor - General Counseling**  
 M.A., University of Redlands  
 B.A., California State University, San Bernardino  
 A.A., San Bernardino Valley College

**Ortiz, Miguel (2016)**

**Associate Professor - Machinist Technology**  
 A.S., San Bernardino Valley College

**Parker, Garry (2022)**

**Assistant Professor - Water Supply Technology**  
 M.B.A., Webster University  
 M.A.P.S., Azusa Pacific University  
 B.A., Webster University  
 B.S., Horizon College

**Pave, Adam (2017)**

**Associate Professor - Philosophy/Religious Studies**  
 Ph.D., Claremont Graduate University  
 M.A., Claremont Graduate University  
 M.A., University of Hawaii  
 M.A., West Chester University

**Pires, Romana (2007)**

**Professor - Sociology**  
 M.A., California State University, Fullerton  
 M.S., California State University, Fullerton  
 B.A., California State University, Long Beach

**Powell, Michael (2005)**

**Associate Professor, Head Coach - Track and Field -  
 Physical Education**  
 M.S., Azusa Pacific University  
 B.S., University of Redlands

**Rabon, Deanne (2007)**

**Coordinator, Counselor, Associate Professor - STAR Program**  
 M.A., California State University, San Bernardino  
 B.A., University of California, Los Angeles

**Rascon, Mary (2022)**

**Assistant Professor - Nursing**  
 M.S., University of Phoenix

**Recinos, Jose (2004)**

**Associate Professor - Modern Languages (Spanish)**  
 Ph.D., University of California, Davis  
 B.A., University of California, Davis

**Robles, Matthew (2016)**

**Associate Professor - Geology**  
 M.S., University of California, Riverside  
 B.S., California State University, San Bernardino  
 A.A., College of the Desert

**Rosales, David (2007)**

**Associate Professor - Art**

M.F.A., Claremont Graduate University  
B.F.A., The San Francisco Art Institute

**Sacdan, Alvin (2019)****Assistant Professor - Mathematics**

M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Scully, Madeleine (2004)****Associate Professor - Music**

M.M., University of Southern California  
B.M., University of Southern California

**Seraj, Robyn (2018)****Associate Professor - Pharmacy Technology**

M.Ed., California State University, San Bernardino

**Shea, Edward (2021)****Assistant Professor - English**

M.F.A., California State University, Long Beach  
B.A., California State University, San Bernardino

**Simpson, Tahirah (2014)****Counselor, Associate Professor - General Counseling**

M.S., National University  
B.A., California State University, San Bernardino  
A.A., San Bernardino Valley College

**Slusser, Michael (2002)****Associate Professor - English**

M.A. University of Toronto  
M.F.A., Eastern Washington University  
B.A., University of California, Riverside

**Smalls, Hayley (2022)****Assistant Professor - Biology**

M.S., Washington State University  
B.S., Washington State University

**Smith, Daniele (2012)****Counselor, Associate Professor - STEM/Umoja-Tumaini**

M.F.T., Hope International University  
B.A., Hope International University

**Smith, David (2009)****Associate Professor - Mathematics**

M.A., Pacific Union College  
B.A., Pacific Union College

**Sobhanian, Soha (2016)****Associate Professor - Biology**

Ph.D., Curtin University, Perth  
M.S., California State University, Fullerton  
B.S., California State University, Fullerton

**Sogomonian, Nori (1994)****Professor - Modern Languages (Spanish)**

Ed.D., California State University, San Bernardino  
M.A., University of California, Los Angeles  
B.A., University of California, Los Angeles

**Stalbert, Malik (2016)****Associate Professor -**

**Computer Information Technology and Computer Science**

M.S., University of West Georgia

B.S., American InterContinental University

A.A., San Bernardino Valley College

**Stewart, James M. (1991)****Associate Professor - Art**

M.F.A., Claremont University  
B.A., California State University, San Bernardino  
A.A., San Bernardino Valley College

**Strong, Teri (1994)****Professor - Mathematics**

Ph.D., Capella University

**Tasaka, Bethany (2017)****Associate Professor - Mathematics**

M.A., California State University, San Bernardino  
B.A., California State University, San Bernardino

**Tinoco, Michelle (2017)****Counselor, Associate Professor - General Counseling**

M.A., University of Redlands  
B.A., California State University, San Bernardino  
A.A., San Bernardino Valley College

**Tolstova, Anna (2014)****Associate Professor - Physics**

M.S., Byelorussian State University, Belarus

**Torres, Christina (2016)****Associate Professor - Physical Education**

M.A., Azusa Pacific University  
B.A., California State University, Northridge

**Torrez, Michael (2007)****Associate Professor - Chemistry**

M.S., California Polytechnic University, Pomona  
B.S., California Polytechnic University, Pomona

**Underwood, Bruce (2016)****Associate Professor - Business Administration**

M.B.A., California Coast University  
B.S., California Coast University

**Valdez, Maria (2016)****Associate Professor - Psychiatric Technology**

M.A., National University  
B.S., University of Phoenix  
L.V.N., Beaumont Adult School  
P.T., San Bernardino Valley College  
A.A., San Bernardino Valley College

**Vasquez, Tatiana (2009)****Associate Professor - Biology**

M.S., University of North Carolina, Chapel Hill  
B.S., University of California, Riverside

**Vogel, Angela M. (2021)****Assistant Professor - Nursing**

M.S.N.-ED., Colorado Technical University  
B.S.N., Grand Canyon University  
A.D.N., Riverside City College

**Vu, Tammy (2020)**

**Counselor, Assistant Professor - First Year Experience (FYE)**

Ed.D., Trident University International  
M.S., National University  
B.S., California State University, Fullerton

**Wahab, Abena (2016)**

**Counselor, Associate Professor - STEM**

M.S., Loyola University, Maryland  
M.S., Drexel University  
B.S., Morgan State University

**Wall, Patricia A. (1985)**

**Librarian, Professor - Library and Learning Support Services**

M.L.S., California State University, San Jose  
B.A., California State University, San Bernardino  
A.A., San Bernardino Valley College

**Weaver, Teresa (2015)**

**Associate Professor - Psychiatric Technology**

M.S.N., PMHNP, Loma Linda University Medical Center  
B.S.N., University of Phoenix  
A.D.N., Victor Valley College

**Wilkins, Janice (2015)**

**Articulation Officer/Counselor, Associate Professor -  
General Counseling**

M.S., University of La Verne  
B.A., California State University, Long Beach

**Williams, Mark (1985)**

**Professor - Automotive Technology**

A.S., Chaffey College

**Wooten, André (2005)**

**Athletic Counselor, Associate Professor -  
The Huddle: Student Athletic Academic Center**

M.S., University of New Mexico  
B.A., University of New Mexico  
A.A., Cerritos College

**Worsley, Margaret (2016)**

**Associate Professor - Music**

M.M., University of Michigan  
B.M., California State University, Fullerton  
A.D., Glenn Gould School of the Royal Conservatory of Music

**Zarate, Rangel Velez (2021)**

**Assistant Professor - English**

M.A., California State University, San Bernardino  
B.S., California State University, San Bernardino

## Adjunct Faculty

In addition to the regular full-time contract faculty, San Bernardino Valley College has quality adjunct faculty in each division who come from industry, business and other educational institutions to provide a faculty with many talents to support diversified and exemplary programs demanded and expected of a community college.



## Faculty / Professor Emeriti

Faculty/Professor Emeritus is a recognition bestowed by the Academic Senate to recognize our retiring academic colleagues for their service to the college, students, and peers; as well as an acknowledgment that their service will not be forgotten after they leave the college.

**Alexander, Horace** - English  
**Anderson, Diana J.** - English  
**Anderson, Willard** - Accounting  
**Andriese, Jacob (Jack)** - Music  
**Ashton, Judith** - English  
**Atzet, Raymond** - Architecture  
**Avila, Diana** - Mathematics  
**Battle, Eileen F.** - Nursing  
**Berry, Anita** - Nursing  
**Berry, John W.** - Art  
**Bruno, Frank** - Psychology  
**Burningham, Robert** - Communications  
**Burson, Thurmon** - Career Center  
**Busselle, Carlos (Buzz)** - Electronics  
**Chamberlain, Thomas K.** - English  
**Clarke, William** - Machine Trades  
**Cook, Carol** - Biology  
**Cunningham, William E.** - Astronomy  
**Dahlgren, Ingrid** - Physical Education  
**Diers, Cleon** - Mathematics  
**Dusick, Diane** - Radio, Television, and Film  
**Flanders, Jacqueline** - Physical Education  
**Free, Sheela** - English  
**Gamboa, Darlene** - Biology  
**Gates, Dorothy L.** - Sociology  
**Gomez, Laura** - Counseling  
**Gordon, Esther H.** - Child Development  
**Green, Jan** - Health Services  
**Grutsis, Paul** - Economics  
**Harmeyer, Arthur R.** - Physics  
**Harvey, Robert A.** - Biology/Botany  
**Hearn, Lily G.** - English  
**Hunt, Sharon I.** - Office Information Systems  
**Ikeda, Mark** - Biology  
**Jacobsen, Patricia** - Reading  
**James, Henry A.** - Computer Science  
**Kondor, Albert** - Anthropology/German  
**Korzillius, Lillian L.** - Family/Consumer Science  
**Lanto, Enid G.** - Library  
**Lardy, Leonard A.** - English  
**Lawrence, David** - Humanities  
**Lewis, Bennett H.** - Data Processing  
**Lewis, John E.** - Microbiology  
**Lopez, Frank** - Aeronautics  
**Lysak, Michael** - Physics  
**Malottke, Erna** - Secretarial  
**Marquis, Jeanne** - Counseling  
**Martin, Juliann** - Child Development  
**Martin, Livio C.** - Aeronautics  
**Mason, Dorothy M.** - Nursing  
**Maul, Terry** - Psychology  
**Mazzei, Gene** - Physical Education  
**McKie, Bill** - English  
**Mestas, Marie** - Library and Learning Support Services  
**Michaelis, Kenneth** - Biology  
**Mitchell, Jack** - English  
**Neuhaus, Clemens** - English  
**Newlee, Anne Georgie** - Physical Education  
**Nunez, Ida** - Nursing  
**Okamura, Judy** - Chemistry  
**Olsen, John (Jack)** - Anatomy/Physiology  
**Olson, John** - Biology  
**Paszkiwicz, Robert** - Psychiatric Technology  
**Perez, Edward** - English  
**Peterson, Frank P.** - Administration of Justice  
**Purkart, Susan A.** - Reading/Study Skill  
**Rippy, Robert H.** - English  
**Roberts, J. Lynn** - Automotive  
**Runyon, Cynthia** - Physical Education  
**Sandlin, Stephen** - Geography  
**Scantlin, Dorothy** - Nursing  
**Schall, Donald** - Business Administration  
**Schmidt, Roger** - Philosophy/Religious Studies  
**Scott, Tom** - Physical Education  
**Segovia, Eloise M.** - Counseling  
**Sherman, Sylvia J.** - History  
**Shimoff, Susan** - Family/Consumer Science  
**Shodahl, Susan A.** - Psychology  
**Smedley, Ron** - Physical Education  
**Smith, Bob** - Physical Education  
**Smith, Joyce** - Counseling  
**Smith, Loren E.** - History  
**Smith, Princie D.** - Psychiatric Technology  
**Stafford, Robert** - Mathematics  
**Stanfill, Peg** - Counselor  
**Staude, Laurie** - English  
**Stoddard, Wayne** - Physical Science  
**Sturgeon, Rita** - Mathematics  
**Szumski, Edward J.** - Electronics  
**Thrasher, Marvin E.** - Psychology  
**Tilton, Julie** - English  
**Whisler, Louise** - Mathematics  
**Williams, Bruce G.** - Automotive  
**Williams, Susan** - Art  
**Wilson, Robert** - Physics/Astronomy  
**Wright, Melvin L.** - Business Administration/Business Math  
**Young, James E.** - History/Religious Studies  
**Zaharopoulos, George** - Political Science  
**Zepeda, Juan** - Counseling  
**Zombos, Nickolas** - Accounting

# ACADEMIC CALENDAR

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The 2022-2023 Academic Calendar (<http://catalog.valleycollege.edu/academiccalendar/sbccd-academic-calendar-2223-final-board-approved.pdf>) has information on start and end dates, holidays, and final exams.

## Fall 2022 Semester

| Date                    | Event   |
|-------------------------|---|
| 08/09/2022              | Flex Day  |
| 08/10/2022 - 08/12/2022 | Faculty In-Service Days                         |
| 08/15/2022              | Instruction Begins - First Day of Fall Semester |
| 09/05/2022              | Labor Day                                       |
| 11/11/2022              | Veterans Day                                    |
| 11/21/2022 - 11/26/2022 | Thanksgiving Recess                             |
| 12/10/2022 - 12/16/2022 | Final Exams Week                                |
| 12/24/2022 - 01/02/2023 | Winter Break                                    |

## Spring 2023 Semester

| Date                    | Event   |
|-------------------------|---|
| 01/11/2023              | Flex Day  |
| 01/13/2023 - 01/13/2023 | Faculty In-Service Days                           |
| 01/16/2023              | Martin Luther King Day                            |
| 01/17/2023              | Instruction Begins - First Day of Spring Semester |
| 02/17/2023              | Lincoln's Birthday                                |
| 02/20/2023              | Washington's Birthday                             |
| 03/20/2023 - 03/25/2023 | Spring Recess                                     |
| 04/11/2023              | Faculty In-Service Day                            |
| 05/17/2023 - 05/23/2023 | Final Exams                                       |
| 05/24/2023              | Commencement                                      |
| 05/29/2023              | Memorial Day                                      |

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