

COMMUNICATIONS/ BROADCASTING

DIVISION:	Humanities
INTERIM DIVISION DEAN:	Robert Rippey, M.F.A.
DEPARTMENT HEAD:	Diane M. Dusick, Ph.D. North Hall 107 (909) 384-8546
OTHER FACULTY:	Robert Burningham, M.A.
DIVISION SECRETARIES:	Kelly Adcock North Hall 240 (909) 384-8906 To Be Announced Liberal Arts 217 (909) 384-8633
LIAISON COUNSELOR:	Richard Long, M.A. (909) 384-8972

The Department of Communications/Broadcasting offers a comprehensive instructional program in the broadcast and communications field. The basic functions of the department are (1) to provide a two-year curriculum in communications for students majoring in the field resulting in the Associate of Arts Degree and/or transfer to a four-year institution, (2) to provide courses in communications for those students interested in related fields, such as journalism, speech, and theater arts, and (3) to provide general knowledge communication courses for students interested in the media. The instructional program offers courses and internships in the areas of programming, production, advertising, news, equipment operations, and on-air experiences using the facilities of the college radio station KJRP and public television station KVCR-TV which is licensed to the San Bernardino Community College District.

COMMUNICATIONS/BROADCASTING ASSOCIATE OF ARTS DEGREE

To graduate with a specialization in Communications/Broadcasting, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

REQUIRED COURSES:	UNITS
COMM 100 Introduction to Broadcasting	3
COMM 101 Radio Broadcast Operations	2
COMM 105 Introduction to Radio Production	3
COMM 116 Introduction to Digital Audio Production	1
COMM 117x2 Digital Audio Laboratory	2
or	
MUS 123x2 Beginning MIDI Workstation	(3)
COMM 200 Beginning Television Production	2
and	
COMM 202 Beginning Television Laboratory	3
and either	
COMM 201 Intermediate Television Production	2
and	
COMM 203x2 Intermediate Television Laboratory	3
or	
COMM 207 Video Field Production	(2)
and	
COMM 208x2 Video Field Production Laboratory	(3)
Three units from one of the areas of concentration listed below.	3
TOTAL UNITS	24

1 RADIO CONCENTRATION:	
COMM 102x4 Radio Station Operations	(1)
COMM 106x2 Advanced Radio Production	(3)
COMM 107 Speech for Radio and Television	(3)

2 TELEVISION CONCENTRATION:	
COMM 110 Basic Writing for Broadcast	(3)
COMM 113 Radio and Television Advertising	(3)
COMM 114 Writing for TV and Film	(3)
COMM 204 Advanced Television Production	(3)

COMMUNICATIONS/BROADCASTING CERTIFICATES

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.

Three certificates are offered within the Department of Communications/Broadcasting designed to prepare students for entry level employment in audio or video productions. The first certificate is a general production certificate, the second focuses on radio production, and the third on television production.

1. COMMUNICATIONS/BROADCASTING CERTIFICATE

REQUIRED COURSES:	UNITS
COMM 100 Introduction to Broadcasting	3
COMM 101 Radio Broadcast Operations	2
COMM 105 Introduction to Radio Production	3
COMM 116 Introduction to Digital Audio Production	1
COMM 117x2 Digital Audio Laboratory	2
or	
MUS 123x2 Beginning MIDI Workstation	(3)
COMM 200 Beginning Television Production	2
and	
COMM 202 Beginning Television Laboratory	3
and either	
COMM 201 Intermediate Television Production	2
and	
COMM 203x2 Intermediate Television Laboratory	3
or	
COMM 207 Video Field Production	(2)
and	
COMM 208x2 Video Field Production Laboratory	(3)
COMM 222 Special Studies in Communications/ Broadcasting I	1
Plus 6 units selected from the following:	
COMM 106x2 Advanced Radio Production	(3)
COMM 107 Speech for Radio and Television	(3)
COMM 110 Basic Writing for Broadcast	(3)
COMM 113 Radio and Television Advertising	(3)
COMM 114 Writing for Television and Film	(3)
COMM 115 Introduction to Communications Technology	(3)
COMM 204 Advanced Television Production	(3)
COMM 206 Introduction to Digital Video	(3)
TOTAL UNITS	28-29

RECOMMENDED COURSES:	UNITS
BUSAD 103 Marketing Principles	3
CSYS 101 Computer Literacy	3
ENGL 015 Preparation for College Writing	4
or	
ENGL 101 Freshman Composition	4
THART 120 Acting Fundamentals I	3

2. RADIO PRODUCTION AND OPERATIONS
CERTIFICATE

REQUIRED COURSES:	UNITS
COMM 100 Introduction to Broadcasting	3
COMM 101 Radio Broadcast Operations	2
COMM 102x4 Radio Station Operations	1
COMM 105 Introduction to Radio Production	3
COMM 106x2 Advanced Radio Production	3
COMM 107 Speech for Radio and Television	3
COMM 116 Introduction to Digital Audio Production	1
COMM 117x2 Digital Audio Laboratory	2
or	
MUS 123x2 Beginning MIDI Workstation	(3)
COMM 223 Special Studies in Communications/ Broadcasting II	2
(Plus 3 units selected from the following:)	
COMM 110 Basic Writing for Broadcast	3
COMM 113 Radio and Television Advertising	3
COMM 114 Writing for Television and Film	3
COMM 115 Introduction to Communications Technology	3
TOTAL UNITS	23

RECOMMENDED COURSES:	UNITS
BUSAD 103 Marketing Principles	3
CSYS 101 Computer Literacy	3
ENGL 015 Preparation for College Writing	4
or	
ENGL 101 Freshman Composition	(4)
THART 120 Acting Fundamentals I	3

3. TELEVISION PRODUCTION AND OPERATIONS
CERTIFICATE

REQUIRED COURSES:	UNITS
COMM 100 Introduction to Broadcasting	3
COMM 200 Beginning Television Production and	2
COMM 202 Beginning Television Laboratory and either	3
COMM 201 Intermediate Television Production and	2
COMM 203x2 Intermediate Television Laboratory or	3
COMM 207 Video Field Production and	(2)
COMM 208x2 Video Field Production Laboratory	(3)
COMM 204 Advanced Television Production	3
COMM 206 Introduction to Digital Video	3
COMM 223 Special Studies in Communications/ Broadcasting II	2
Plus 9 units selected from the following:	
COMM 107 Speech for Radio and Television	(3)
COMM 110 Basic Writing for Broadcast	(3)
COMM 113 Radio and Television Advertising	(3)
COMM 114 Writing for Television and Film	(3)
COMM 115 Introduction to Communications Technology	(3)
COMM 116 Introduction to Digital Audio Production	(3)
COMM 117x2 Digital Audio Laboratory	(3)
or	
MUS 123x2 Beginning MIDI Workstation	(3)
TOTAL UNITS	30

RECOMMENDED COURSES:	UNITS
BUSAD 103 Marketing Principles	3
CSYS 101 Computer Literacy	3
ENGL 015 Preparation for College Writing	4
or	
ENGL 101 Freshman Composition	4
THART 120 Acting Fundamentals I	3

COURSES OFFERED BY THE
DEPARTMENT OF COMMUNICATIONS/BROADCASTING:

COMM 010 INTRODUCTION TO TELEVISION MATERIALS AND TECHNIQUES	3 UNITS
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PREREQUISITE: None.

LECTURE: 1 hour per week and
LABORATORY: 6 hours per week.

Specialized materials and techniques of a television broadcasting station including experience in preparing continuity, traffic, publicity, announcing and operating studio equipment. Application to on-the-air operations and studio productions.

Associate Degree Applicable

COMM 015 INTRODUCTION TO TELEVISION PRODUCTION	2 UNITS
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PREREQUISITE: None.

LECTURE: 1 hour per week and
LABORATORY: 2 hours per week.

Instruction in the basics of television production primarily for adults in the community and others who have had little or no background in television. A combination workshop situation in which students use the television studios as a laboratory to practice techniques discussed in lecture.

Associate Degree Applicable

COMM 100 INTRODUCTION TO BROADCASTING	3 UNITS
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PREREQUISITE: None.

LECTURE: 3 hours per week.

Development and nature of radio, television and cable, including the social, legal, political, economic and cultural implications of the media; advertising and audience measurement strategies; programming; and philosophies and standards of criticism.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 101 RADIO BROADCAST OPERATIONS	2 UNITS
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PREREQUISITE: None.

DEPARTMENTAL ADVISORY: Concurrent enrollment in
COMM 105.

LECTURE: 2 hours per week.

Theory of the radio broadcast industry. Discussion of organization, programming, formats, sales and ratings. Study of equipment, editing, mixing, microphones and control board functions.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 102x4 RADIO STATION OPERATIONS	1 UNIT
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PREREQUISITE: None.

DEPARTMENTAL ADVISORY: COMM 101.

LABORATORY: 3 hours per week.

Operation of audio broadcast control room and studio equipment, including on-air shift on the student radio station, KJRP. Programming the station and production of promotions, station identifications and remote broadcasts. Advanced students also gain experience in managing the station and serve as the program director, music director, production supervisor, and on-air announcers. This course may be taken four times.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 105
INTRODUCTION TO RADIO PRODUCTION 3 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORY: Concurrent enrollment in
COMM 101.

LABORATORY: 9 hours per week.

Application of production techniques and principles to plan and prepare radio spots including jingles, station identifications, music collages, interviews, public service announcements, and audition tapes.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 106x2
ADVANCED RADIO PRODUCTION 3 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORY: COMM 105.

LABORATORY: 9 hours per week.

Designed for advanced radio broadcasting students, this course includes visits to commercial radio stations; producing and engineering spots to air on the campus station and the NPR station KVCR-FM; and use of signal processing and multitrack recording equipment at KVCR-FM's production center facilities. This course may be taken two times.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 107
SPEECH FOR RADIO AND TELEVISION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Non-dramatic performance for the electronic media that includes the development of effective radio and television speech techniques including announcing, newscasting, interviewing, narrating and other broadcast speech forms and requirements. Uses the studio facilities of KVCR-FM and KVCR-TV for recording, playback and critique.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 110
BASIC WRITING FOR BROADCASTING 3 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORY: The ability to type.

LECTURE: 3 hours per week.

Fundamentals of gathering and preparing copy for radio, and preparation of broadcast scripts. Explores responsibilities of broadcast news, history, and broadcast regulations including the Fairness Doctrine. Addresses problems of timing and pacing, conversational expression and word color. Students will write copy for campus radio station KJRP.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 113
RADIO AND TELEVISION ADVERTISING 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Examines the character and composition of radio and television advertising; writing and producing commercials for radio and television; advertising campaigns; the relationship between advertising agencies, stations and networks; audience and consumer ratings; and research techniques.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 114
WRITING FOR TELEVISION AND FILM 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A course designed to introduce students to the various formats of scripting for television and film including television news, episodic comedy, long-form drama and theatrical films.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 115
INTRODUCTION TO COMMUNICATIONS TECHNOLOGY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the types of current communications technologies, how they are used, and how they interact with and affect one another. Includes telecommunications (phones and phone lines, ISDN, T-1) computers, satellites, television, cable and radio.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 116
INTRODUCTION TO DIGITAL AUDIO PRODUCTION 1 UNIT

PREREQUISITES: COMM 101 and COMM 105.

DEPARTMENTAL ADVISORY: The ability to type; a basic understanding of IBM Windows or Macintosh computer use; concurrent enrollment in COMM 117x2.

LECTURE: 1 hour per week.

An introductory course on the use of computers to create and manipulate digital audio files, including how computers use memory, effective file management, the operations of audio cards, and the basics of digital sound editing.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 117x2
DIGITAL AUDIO PRODUCTION LABORATORY 2 UNITS

PREREQUISITE: COMM 101 and COMM 105.

PREREQUISITE/COREQUISITE: COMM 116.

DEPARTMENTAL ADVISORY: The ability to type; a basic understanding of IBM Windows or Macintosh computer use.

LABORATORY: 6 hours per week.

The laboratory complements COMM 116. Emphasis on the use of computers to create and manipulate digital audio files including the creation of a brief audio/radio presentation for use on KJRP, the student radio station. This course may be taken twice.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 130
MULTIMEDIA PROJECT MANAGEMENT 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the elements needed to produce corporate and educational multimedia productions. Topics include: creating a timeline; developing a budget; writing a treatment; acquiring resources; copyright and other legal issues; meeting deadlines; marketing and distribution.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 198
COMMUNICATIONS/BROADCASTING
WORK EXPERIENCE 1-4 UNITS

PREREQUISITE: None.

Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 200
BEGINNING TELEVISION PRODUCTION 2 UNITS

PREREQUISITE: None.

COREQUISITE: COMM 202.

DEPARTMENTAL ADVISORY: *The ability to type.*

LECTURE: 2 hours per week.

An introduction to the operation of the television studio, control room, production language and studio personnel. Students will prepare to produce and direct television segments.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 201
INTERMEDIATE TELEVISION PRODUCTION 2 UNITS

PREREQUISITE: COMM 200.

COREQUISITE: COMM 203x2.

DEPARTMENTAL ADVISORY: *The ability to type.*

LECTURE: 2 hours per week.

Techniques of planning, producing, writing and directing television programs with an emphasis on polishing technical skills, creativity, and teamwork. Students will prepare to produce a complete television program.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 202
BEGINNING TELEVISION LABORATORY 3 UNITS

PREREQUISITE: None.

COREQUISITE: COMM 200.

DEPARTMENTAL ADVISORY: *The ability to type.*

LABORATORY: 9 hours per week.

This laboratory course compliments COMM200. Students operate studio equipment and apply basic production and direction techniques to the planning and production of television segments.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 203x2
INTERMEDIATE TELEVISION LABORATORY 3 UNITS

PREREQUISITE: COMM 202.

PREREQUISITE/COREQUISITE: COMM 201.

LABORATORY: 9 hours per week.

This laboratory course compliments COMM 201. Students continue to develop their skills as they operate studio equipment and apply basic production and direction techniques to the planning and production of television programs. This course may be taken two times.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 204
ADVANCED TELEVISION PRODUCTION 3 UNITS

PREREQUISITE: COMM 200 and COMM 202.

DEPARTMENTAL ADVISORY: *The ability to type.*

LECTURE: 1 hour per week and

LABORATORY: 6 hours per week.

Advanced training in the production and direction of television programs, offering advanced students an opportunity to specialize in up to three areas and work with other students to produce complete television programs intended for broadcast on the Valley College television station KVCR-TV.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 206
INTRODUCTION TO DIGITAL VIDEO 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the differences between digital and analog video, digital video interfaces, digital video platforms, the digital VTR, non-linear video editing, and the digital video studio. Includes markets for digital video and the job market for digital video producers.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 207
VIDEO FIELD PRODUCTION 2 UNITS

PREREQUISITE: COMM 200.

DEPARTMENTAL ADVISORY: *The ability to type; concurrent enrollment in COMM 208x2.*

LECTURE: 2 hours per week.

Techniques of planning, producing, writing, shooting and editing television programs using a single video camera and editing equipment. Includes basic camera technology such as the principles of color television, camera lenses and their effects, the video recording process, and the skills and equipment needed to plan, shoot, and edit a simple production.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 208x2
VIDEO FIELD PRODUCTION LABORATORY 3 UNITS

PREREQUISITE: COMM 202.

PREREQUISITE/COREQUISITE: COMM 207.

DEPARTMENTAL ADVISORY: *The ability to type.*

LABORATORY: 9 hours per week.

The laboratory complements COMM 207. Students plan, produce, write, shoot and edit television programs using a single video camera and editing equipment. The course includes hands-on experience using remote video cameras, and single source editing equipment, and multi-source editing equipment using the KVCR television studio. This course may be taken twice.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 222
SPECIAL STUDIES IN COMMUNICATIONS/
BROADCASTING I 1 UNIT

PREREQUISITE: COMM 101.

INDEPENDENT STUDY: 3 hours per week.

Assigned problems in the area of radio and television programming, production, and operations for selected students who are interested in furthering their knowledge of communications and broadcasting on an independent study basis. Students may make use of advanced radio/TV equipment in preparing program material for possible use by KVCR-TV/FM. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

COMM 223
SPECIAL STUDIES IN COMMUNICATIONS/
BROADCASTING II 2 UNITS

PREREQUISITE: COMM 101.

INDEPENDENT STUDY: 6 hours per week.

Assigned problems in the area of radio and television programming, production, and operations for selected students who are interested in furthering their knowledge of communications and broadcasting on an independent study basis. Students may make use of advanced radio/TV equipment in preparing program material for possible use by KVCR-TV/FM. Students are required to devote six hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

CORRECTIONS

DIVISION:	Criminal Justice
DIVISION DEAN:	Gloria M. Fisher, J.D.
DIVISION SECRETARY:	Sharen Chavira
DIVISION OFFICE:	Planetarium, 2nd Floor
LIAISON COUNSELOR:	To Be Announced
	(909) 384-4404
DEPARTMENT HEAD:	Frank Peterson, J.D.
	Liberal Arts 124
	(909) 384-8604

CORREC 101
INTRODUCTION TO CORRECTIONS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

This course will focus on the legal issues, probation and parole, specific laws and general operation of correctional institutions. The relationship between historical trends of adult and juvenile corrections and other components of the judicial system will also be examined.

Associate Degree Applicable

Course credit transfers to CSU.

CORREC 102
CORRECTIONAL INTERVIEWING AND COUNSELING 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

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

Associate Degree Applicable

Course credit transfers to CSU.

CORREC 104
CONTROL AND SUPERVISION IN CORRECTIONS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

This course will emphasize local, state and federal institutions and 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 a correctional officer in a hostile prison environment.

Associate Degree Applicable

Course credit transfers to CSU.

CORREC 105
LEGAL ASPECTS OF CORRECTIONS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

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

Associate Degree Applicable

Course credit transfers to CSU.

COMPUTER SCIENCE

DIVISION:	Science and Math
DIVISION DEAN:	W. William Hughes, Ph.D.
DIVISION SECRETARY:	Rose Garcia
DIVISION OFFICE:	Chemistry 121
LIAISON COUNSELOR:	Diana Rodriguez, M.A.
	(909) 384-8950
	(909) 384-8234
DEPARTMENT HEAD:	Susan Bangasser, Ph.D.
	Chemistry 118
	(909) 384-8650
OTHER FACULTY:	Walt Chatfield, Ph.D.
	Anne Liu, M.S.

Courses offered by the Computer Science Department are interactive, featuring hands-on experience with the college's computer hardware and software. The courses cover a range of topics in the computer field with an emphasis on software engineering and information processing.

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. The certificate program prepares students for entry-level employment as programmers for scientific and business applications.

COMPUTER SCIENCE ASSOCIATE OF SCIENCE DEGREE

To graduate with a specialization in Computer Science, students must complete all requirement for the following certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units). Courses in mathematics and physics are strongly recommended as support courses for this major. Students should take a math course each semester.

COMPUTER SCIENCE CERTIFICATE

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.

The Computer Programming Certificate Program is designed to prepare students for entry-level employment as programmers for scientific applications and business applications. Students completing this certificate program will possess a knowledge of software engineering and information processing concepts. Participants must successfully complete a minimum of 30 units with a grade of C or better in each course.

REQUIRED COURSES:	UNITS
Select five of the following courses:	
CS 110 Fundamentals of Computer Science	3
CS 120 Visual BASIC Programming I	4
CS 130 Applied Computer Logic	3
CS 165 Pascal Programming	4
CS 170 Assembly Language	4
CS 190 Programming in C++	4
Select four of the following courses:	
CS 215 Programming with Java	4
CS 220 Visual BASIC Programming II	3
CS 222 Special Problems in Computer Science	1
CS 223 Special Problems in Computer Science	2
CS 265 Data Structures	3
TOTAL UNITS	30 MINIMUM

COURSES OFFERED BY THE DEPARTMENT OF COMPUTER SCIENCE:

CS 110
 FUNDAMENTALS OF COMPUTER SCIENCE 3 UNITS
PREREQUISITE: MATH 952.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
 An orientation in computer science for computer science majors. Topics include an overview of the computer discipline, design and use of the computer devices, the art of problem solving and programming, and the representation of data. Includes hands-on experience in computer programming using visual BASIC and C++.
Associate Degree Applicable
Course credit transfers to CSU.
Limited transfer to UC; contact a counselor for details.

CS 120
 VISUAL BASIC PROGRAMMING I 4 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week and
LABORATORY: 2 hours per week.
 An introduction to a beginner's computer language, Visual BASIC. Topics include problem solving, program design, software tools, structured logic, arrays, files, graphical display of data and procedures.
Associate Degree Applicable
Course credit transfers to CSU.
Limited transfer to UC; contact a counselor for details.

CS 130
 APPLIED COMPUTER LOGIC 3 UNITS
PREREQUISITE: CS 110.
LECTURE: 3 hours per week.
 An introduction to digital systems. Topics include Boolean algebra, truth tables, logic gates, number systems and codes, Karnaugh maps, flip-flops, counters and registers, digital arithmetic, combinatorial logic and functions.
Associate Degree Applicable
Course credit transfers to CSU and UC.

CS 165
 PASCAL PROGRAMMING 4 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week and
LABORATORY: 2 hours per week.
 An introduction to the structured language, Pascal. Topics include pseudocoding, top-down design, control logic, arrays, sets, records, pointers, functions, procedures, parameters and recursion.
Associate Degree Applicable
Course credit transfers to CSU and UC.

CS 170
 ASSEMBLY LANGUAGE 4 UNITS
PREREQUISITE: CS 110.
LECTURE: 3 hours per week and
LABORATORY: 2 hours per week.
 An introduction to assembly language and machine organization. Topics include memory location, register references, data definitions, machine instructions, screen processing, disk storage and macros.
Associate Degree Applicable
Course credit transfers to CSU and UC.
CAN (California Articulation Number): CSC110

CS 190
 PROGRAMMING IN C++ 4 UNITS
PREREQUISITE: CS 110.
LECTURE: 3 hours per week and
LABORATORY: 2 hours per week
 This course is an introduction to the object-oriented language, C++. Topics include object-oriented design, program logic structures, problem solving techniques, arrays and records, procedures and functions, classes and objects, pointers and references, inheritance, and polymorphism.
Associate Degree Applicable
Course credit transfers to CSU and UC.
CAN (California Articulation Number): CSC116

CS 198
 COMPUTER SCIENCE WORK EXPERIENCE 1-4 UNITS
PREREQUISITE: None.
 Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.
Associate Degree Applicable
Course credit transfers to CSU.

CS 215
 PROGRAMMING WITH JAVA 4 UNITS
PREREQUISITE: CS110.
LECTURE: 3 hours per week and
LABORATORY: 2 hours per week.
 An introduction to the network-friendly language, Java. Topics include object-oriented design, multiple platform environment, program logic structures, graphical user interface, VisualJ++, Java Applet and recursion.
Associate Degree Applicable
Course credit transfers to CSU and UC.

CS 220
 VISUAL BASIC PROGRAMMING II 3 UNITS
PREREQUISITE: CS 120.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
 Advanced programming using Visual BASIC with 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
Course credit transfers to CSU and UC.

CS 222
SPECIAL PROBLEMS IN COMPUTER SCIENCE I 1 UNIT
PREREQUISITE: CS 110.

INDEPENDENT STUDY: 3 hours per week.

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 hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

CS 265
DATA STRUCTURES 3 UNITS
PREREQUISITE: CS 190.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

An introduction to data structures such as linked lists, stacks, queues and trees. Topics include algorithm development, storage allocation, data organization, information retrieval system software and language support features.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): CSCI24

COMPUTER SYSTEMS

DIVISION: Business and Information
Technology
DIVISION DEAN: Margaret Ortiz, M.A.
DEPARTMENT HEAD: Vernon Stauble, Ph.D.
Business 200C
(909) 384-8915
DIVISION SECRETARY: Chris Williams
DIVISION OFFICE: Business 101
(909)384-8908
LIAISON COUNSELOR: Wilma Cochrane, M.A.
(909) 384-8986

Courses offered by the Computer Systems Department are interactive, featuring hands-on experience with the college's computer hardware and software. The courses cover a range of topics in the computer field with an emphasis on productivity software in word processing, data base management, spreadsheet, desktop publishing, graphics, and courseware on the IBM-PC and Macintosh.

The Computer Systems curriculum may culminate in either an Associate of Arts degree or a certificate. The degree program prepares students to transfer to a four-year institution with a major in computer information systems or a related discipline. Students planning to transfer to a four-year institution and major in computer systems should consult with a counselor regarding the transfer process and lower division requirements. The certificate program prepares students for entry-level employment in education, industry, and businesses that require the use of microcomputers.

COMPUTER SYSTEMS ASSOCIATE OF ARTS DEGREE

To graduate with a specialization in Computer Systems, students must complete all requirement for the following certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units). Courses in mathematics and business are strongly recommended as support courses for this major.

COMPUTER SYSTEMS CERTIFICATE

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.

The Microcomputer Applications Certificate Program is designed to prepare students for employment in education, industry, and businesses that require the use of microcomputers. Students completing this certificate program will possess a knowledge of using productivity software in word processing, data base management, spreadsheet, desktop publishing, graphics, and courseware on IBM-PC and Macintosh computers. Participants must successfully complete each course with a grade of C or better.

REQUIRED COURSES:	UNITS
Select four of the following courses:	
CSYS 101 Computer Literacy	3
CSYS 102 Using the IBM-PC	3
CSYS 103 Computer Graphics	3
CSYS 104 Using the Macintosh	2
CSYS 106 Disk Operating System (MS-DOS)	3
Select three of the following courses:	
ART 148x4 Beginning Computer Graphics	3
CSYS 202 Data Base Management Systems	3
CSYS 203 Web Publishing	3
CSYS 222 Special Problems in Computer Systems	1
CSYS 223 Special Problems in Computer Systems	2
CSYS 230 Inside the IBM/PC	3
CSYS 232 Data Communications and Networks	3
TOTAL UNITS	18 MINIMUM

COURSES OFFERED BY THE DEPARTMENT OF COMPUTER SYSTEMS:

CSYS 101
COMPUTER LITERACY 3 UNITS
PREREQUISITE: None.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

An introductory computer survey course. Topics include computer terminology, computer development, computer uses, the impact of computers on society, the changing work place, and computer crime. Includes hands-on experience in computer labs using an integrated software package such as Microsoft Works.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

CSYS 102
USING THE IBM-PC 3 UNITS**PREREQUISITE:** None.**LECTURE:** 2 hours per week and**LABORATORY:** 2 hours per week.

A survey course for the use of software tools such as word processors, spread sheets, graphics and data bases with selected packages. Includes hands-on experience on IBM-PC compatible computers.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 103**
COMPUTER GRAPHICS 3 UNITS**PREREQUISITE:** CSYS 101.**LECTURE:** 2 hours per week and**LABORATORY:** 2 hours per week.

An introduction course to graphic design using graphic software. Topics include the study of good graphic design skills and how to apply them, learning graphic software to create professional-looking documents and hands-on experience using the IBM-PC.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 104**
USING MACINTOSH 2 UNITS**PREREQUISITE:** None.**LECTURE:** 1 hour per week and**LABORATORY:** 2 hours per week.

A survey course for personal use of computers with emphasis on the Macintosh computer. Topics include hardware, software, Macintosh's operating system and software tools, with emphasis on learning Claris Works.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 106**
DISK OPERATING SYSTEM (MS-DOS) 3 UNITS**PREREQUISITE:** CSYS 101.**LECTURE:** 2 hours per week and**LABORATORY:** 2 hours per week.

An introduction to the disk operation system used on IBM PC'S. Topics include booting, disk handling and management, DOS commands, system configuration, hard disk organization, directories, file management, utilities, and system environment alteration through batch files.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 202**
DATA BASE MANAGEMENT SYSTEMS 3 UNITS**PREREQUISITE:** CSYS 101.**LECTURE:** 2 hours per week and**LABORATORY:** 2 hours per week.

A survey course for the use of data base management systems. Topics include various data base models, and the collection, design, management, structures of data for storage and retrieval, and some advanced features on composing macros and procedures.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 203**
WEB PUBLISHING 3 UNITS**PREREQUISITE:** None.**DEPARTMENTAL ADVISORIES:** CS 110 and CSYS 101.**LECTURE:** 2 hours per week and**LABORATORY:** 2 hours per week.

An introduction to Web Page design in a hypertext language such as HTML, Fusion, or FrontPage. Topics include design and construction of effective Web pages, the World Wide Web, Internet, searching and loading files, interface and navigation, color and graphics, text and image files, and updating a web site.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 222**
SPECIAL PROBLEMS IN COMPUTER SYSTEMS I 1 UNIT**PREREQUISITE:** CSYS 102 or CSYS 104.**INDEPENDENT STUDY:** 3 hours per week.

Assigned problems involving computer laboratory work for selected students who are interested in furthering their knowledge of computer systems on an independent study basis. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 223**
SPECIAL PROBLEMS IN COMPUTER SYSTEMS II 2 UNITS**PREREQUISITE:** CSYS 102 or CSYS 104.**INDEPENDENT STUDY:** 6 hours per week.

Assigned problems involving computer laboratory work for selected students who are interested in furthering their knowledge of computer systems on an independent study basis. Students are required to devote six hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 230**
INSIDE THE IBM/PC 3 UNITS**PREREQUISITE:** CSYS 101.**LECTURE:** 3 hours per week.

An introduction to the IBM-PC and compatible computers at the machine level. Topics include the system board, keyboard, floppy and hard disk drives, interface cards, monitors, printers, machine organization, and design conventions.

*Associate Degree Applicable**Course credit transfers to CSU.***CSYS 232**
DATA COMMUNICATIONS AND NETWORKS 3 UNITS**PREREQUISITE:** CSYS 101.**LECTURE:** 3 hours per week.

An introduction to human-to-computer and computer-to-computer communications. Topics include data transmission, modems, network configurations, protocols and software, telecommunication, teleprocessing, security, and control and management of LAN'S and WAN'S.

*Associate Degree Applicable**Course credit transfers to CSU.*

COOPERATIVE WORK EXPERIENCE

See WORK EXPERIENCE

CRIMINAL JUSTICE (also see POLICE SCIENCE)

DIVISION:	Criminal Justice
DIVISION DEAN:	Gloria Fisher, J.D.
DIVISION SECRETARY:	Sharen Chavira
CAMPUS OFFICE:	Planetarium, 2nd Floor (909) 384-4431
GLEN HELEN OFFICE:	Sheriff's Training Center (909) 473-2695
LIAISON COUNSELOR:	To Be Announced (909) 384-4404

The Criminal Justice Department of classes are designed to meet the needs and interests of the general public, including individuals interested in law enforcement or related careers. Specialized training is available for persons interested in becoming a Basic Dispatcher or Forensic Specialist (Crime Scene Investigator).

CRMJUS 006
BASIC CORRECTIONAL HEALTH CARE ACADEMY
2.25 UNITS

PREREQUISITE: None.

LECTURE: 40 hours per semester .

This course will provide the health care professional with a knowledge base in the delivery of correctional health care to include receiving medical screening and triage, identification and treatment of the seriously mentally ill, communicable disease, safety concerns, quality management and legal issues. Registration is limited to a student's completion of the LVN Certification Program, or equivalent.

Associate Degree Applicable

CRMJUS 009
VERBAL JUDO .25 UNIT

PREREQUISITE: None.

LABORATORY: 8 hours per semester.

This course provides a thorough overview that will enable students to apply the information they will learn about the philosophy of verbal judo. Introduces the proper procedures for using words as tool not weapons. Students will receive instruction on how to look creatively at conflict and use specific strategies and tactics to find peaceful resolutions.

Associate Degree Applicable

CRMJUS 015
CAMPUS SECURITY 1.50 UNITS

PREREQUISITE: None.

LECTURE: 24 hours per semester.

This course is directed toward the training need of campus security personnel employed in elementary schools, secondary schools and community colleges. Topics include: laws impacting school campuses; working with law enforcement personnel; tactical communications; school violence; gangs and disaster / emergency preparedness.

Associate Degree Applicable

CRMJUS 016
SCHOOL POLICE OFFICER 2 UNITS

PREREQUISITE: None.

LECTURE: 32 hours per semester.

This course is directed towards the training needs of the peace officers employed in elementary schools, secondary schools and community colleges. A school police course, which meets the requirements of SB1627 and Commission of Peace Officer Standards and Training (P.O.S.T.). Topics include: laws impacting school campuses; community relations; tactical communications; sexual harassment; violence / gangs; facility protection; disasters / emergencies.

Associate Degree Applicable

CRMJUS 018
COMMUNITY ORIENTED POLICING 1.50 UNITS

PREREQUISITE: None.

LECTURE: 24 hours per semester.

This course is intended to assist and define efficiency and equity as they pertain to community-oriented policing. An emphasis on analyzing the importance and use of a community assessment.

Associate Degree Applicable

CRMJUS 020
WORKPLACE VIOLENCE .50 UNIT

PREREQUISITE: None.

LECTURE: 6 hours per semester and
LABORATORY: 2 hours per semester.

This course is designed for the employee, employer, business owner or police officer who may become involved in a workplace violence incident. Students will learn the definition of workplace violence, will identify individual and organizational factors contributing to workplace violence, will learn prevention and intervention techniques, and will be introduced to the concepts of security analysis / threat assessment. (Formerly CRMJUS 084).

Associate Degree Applicable

CRMJUS 025
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 1A
1.75 UNITS

PREREQUISITE: None.

LECTURE: 18 hours per semester and
LABORATORY: 31 hours per semester.

This course is designed to develop student's awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the first course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Professional Orientation, Ethics, Lifetime Fitness, Report Writing, Computer Applications, Weaponless Defense, Fire Conditions and Emergency Vehicle Operation Center Orientation. (Formerly CRMJUS 085).

Associate Degree Applicable

CRMJUS 026
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 1B
2.75 UNITS

PREREQUISITE: CRMJUS 025.

LECTURE: 38 hours per semester and
LABORATORY: 25 hours per semester.

This course is designed to develop students' awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the second course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Report Writing, Cultural Awareness, Choices/Self-Esteem, Gangs, Animal/Insect Danger, Patrol Procedures, Tactical Communications, Support Units (K9/Horse/Aviation) and Glen Helen Rehabilitation Center Orientation. **LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly CRMJUS 086).

Associate Degree Applicable

CRMJUS 027
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 2A
2.25 UNITS

PREREQUISITE: CRMJUS 026.

LECTURE: 27 hours per semester and
LABORATORY: 22 hours per semester.

This course is designed to develop students' awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the third course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Professional Orientation, Report Writing, Traffic Control, Law Enforcement Math, Tactical Communications, Emergency Vehicle Operations Center Simulator, Administration of Justice, Railroad and Problem Oriented Policing. **LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly CRMJUS 087).

Associate Degree Applicable

CRMJUS 028
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 2B
3 UNITS

PREREQUISITE: CRMJUS 027.

LECTURE: 40.5 hours per semester and
LABORATORY: 22.5 hours per semester.

This course is designed to develop students' awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the fourth course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Report Writing, Vehicle Stops, Weaponless Defense, Narcotics, Lifetime Fitness, Sign Language, Blood Borne Pathogens, Goals, Counseling Team and Support Units (K-9/Horse/Aviation). **LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly CRMJUS 088).

Associate Degree Applicable

CRMJUS 029
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 3A
4.50 UNITS

PREREQUISITE: None.

LECTURE: 59.50 hours per semester and
LABORATORY: 38.50 hours per semester.

This course is designed to develop students' awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the fifth course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Ethics/Professionalism, Report Writing, Corrections, Introduction to Fire California Department of Forestry (CDF), Choices/Self-Esteem, Weaponless Defense, Cultural Awareness, Firearm Training, Social Diseases, Domestic Violence and Tactical Communications. (Formerly CRMJUS 089).

Associate Degree Applicable

CRMJUS 030
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 3B
5.50 UNITS

PREREQUISITE: CRMJUS 029.

LECTURE: 68 hours per semester and
LABORATORY: 58 hours per semester.

This course is designed to develop students' awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the sixth course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Report Writing, Cultural Awareness, Choices/Self-Esteem, Weaponless Defense, Firearm Training, Court Demeanor, Aviation/Communications, Search and Rescue, Support Units [K-9/Horse/Special Weapons and Tactics (SWAT)], Basic Traffic Control and Radio Communications. **LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.**

(Formerly CRMJUS 090).

Associate Degree Applicable

CRMJUS 031
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 4A
4.75 UNITS

PREREQUISITE: CRMJUS 030.

LECTURE: 62 hours per semester and
LABORATORY: 36 hours per semester.

This course is designed to develop students' awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the seventh course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Weaponless Defense, Report Writing, Cultural Awareness, Choices/Self-Esteem, Crimes Against Persons, Firearm Training, Fire Rescue, Cardiopulmonary Resuscitation (CPR), First Aid and Gangs. **LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly CRMJUS 091).

Associate Degree Applicable

CRMJUS 032
PUBLIC SAFETY INTERNSHIP ACADEMY MODULE 4B
5.75 UNITS

PREREQUISITE: CRMJUS 031.

LECTURE: 76 hours per semester and
LABORATORY: 50 hours per semester.

This course is designed to develop students' awareness of the Public Safety field, which includes law enforcement, corrections and fire safety. It is the fifth course in a series of eight to be completed by students who have a desire to pursue a career in public safety. Content covered in this course includes Report Writing, Scientific Investigations, Search and Seizure, Weaponless Defense, Driver Awareness, Firearm Training, Cultural Awareness, Chemical Agents, Water Safety, Tactical Communications, Aviation/Communications and Court Demeanor. **LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly CRMJUS 092).

Associate Degree Applicable

CRMJUS 036
BASIC INVESTIGATIVE TRACKING .5 UNIT
PREREQUISITE: None.

LECTURE: 8 hours per semester and
LABORATORY: 8 hours per semester.

Covers the basic tracking techniques used by law enforcement officers to apprehend suspects or to track lost children or adults. Topics include: track sketch; track preservation and processing; vehicle tracks; suspect interviews; preparation for testifying in court. (Formerly POLICE 003).

Associate Degree Applicable

CRMJUS 040
CITIZENS' ORIENTATION TO
LAW ENFORCEMENT FUNCTIONS 1.75 UNITS

PREREQUISITE: None.

LECTURE: 26 hours per semester and
LABORATORY: 13 hours per semester.

This course is designed to inform the public of the functions, organizational structure, and daily operations of a Sheriff's department. Students will visit the following divisions: aviation, basic academy, county jail, crime lab, firing range, homicide, SWAT and narcotics. (Formerly POLICE 004).

Associate Degree Applicable

CRMJUS 041
CRIME PREVENTION .5 UNIT

PREREQUISITE: CRMJUS 058.

LECTURE: 8 hours per semester.

A review of crime prevention strategies including police/citizen interaction, methods of opportunity-reduction, and the use of property inventories. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 092).

Associate Degree Applicable

CRMJUS 042
BUSINESS ACADEMY 1.50 UNITS

PREREQUISITE: None.

LECTURE: 22 hours per semester and
LABORATORY: 11 hours per semester.

This course is designed to inform business owners of rules, regulations and practices of a sheriff's department. During this course, students will tour and learn about different divisions of the department. Students will visit the following divisions: aviation, basic academy, crime lab, and firing range. Special emphasis will be placed upon gang and narcotic awareness and crime prevention principles. (Formerly POLICE 006).

Associate Degree Applicable

CRMJUS 043
RAILROAD CROSSING .25 UNIT

PREREQUISITE: None.

LECTURE: 3 hours per semester and
LABORATORY: 5 hours per semester.

This course is designed to familiarize students with railroad crossing collisions, incidents involving trespassing on railroad property and the skills needed to properly investigate a grade crossing collision. (Formerly POLICE 049).

Associate Degree Applicable

CRMJUS 044
RESERVE AND VOLUNTEER
COORDINATOR'S TRAINING 1.25 UNITS

PREREQUISITE: None.

LECTURE: 20 hours per semester and
LABORATORY: 4 hours per semester.

Designed to assist those charged with establishing and maintaining Reserve Peace Officer or Volunteer Units within law enforcement agencies with the information they need to succeed. Topics include: establishing agency policy and procedures; conducting background investigations; developing recruiting methods, managing, training and disciplining reserve officers and volunteers; liability issues. (Formerly POLICE 011).

Associate Degree Applicable

CRMJUS 046
CITIZENS ON PATROL 1.75 UNITS

PREREQUISITE: PE 231.

LECTURE: 24 hours per semester and
LABORATORY: 12 hours per semester.

This course is designed to inform the public of rules, regulations, and practices of a sheriff's department Citizen's on Patrol unit. Students will learn the necessary skills to perform as a citizen on patrol for the sheriff's department. Skills include proper radio procedure, proper vehicle operations, public contact, telephone demeanor, and clerical/administrative duties. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 026).

Associate Degree Applicable

CRMJUS 050
WILDERNESS FIRST RESPONDER 3 UNITS

PREREQUISITE: CRMJUS 058.

LECTURE: 32 hours per semester and
LABORATORY: 32 hours per semester.

First aid course for the first responder in a search and rescue wilderness activity. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 025).

Associate Degree Applicable

CRMJUS 052X4
SEARCH AND RESCUE TECHNIQUES .5-1 UNIT

PREREQUISITE: CRMJUS 058.

LECTURE: 4-8 hours per semester and
LABORATORY: 20-40 hours per semester.

Search and rescue techniques including: search organization and deployment; tracking procedures, ELT operation, compass and map work, winch operation, line and rock work, Helitech operation, and area familiarization. **CURRENT CPR AND CURRENT FIRST AID CERTIFICATION IS REQUIRED. REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** This course may be taken four times. (Formerly POLICE 028x4).

Associate Degree Applicable

CRMJUS 053x2
WINTER SEARCH AND RESCUE OPERATIONS 1 UNIT

PREREQUISITE: CRMJUS 058.

LECTURE: 12 hours per semester and
LABORATORY: 12 hours per semester.

Introduction to the proper use of equipment and techniques in winter search and rescue operations including the use of snowshoes, cross-country skiing, crampon, ice axe, high angle snow travel, minimum use of rescue gear, and winter travel skills. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.**

This course may be taken twice. (Formerly POLICE 053x2).

Associate Degree Applicable

CRMJUS 055
PREPARATION FOR POLICE ACADEMY 3.5 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week and
LABORATORY: 1.5 hours per week.

This course is designed to familiarize students with the requirements, scope, and commitments of the Police Academy Training Program. Includes assessing potential academy recruits for job-related skills, such as physical endurance, report-writing, and comprehension of penal codes. Students who successfully complete this course are eligible for admission into the Police Academy Training Program. (Formerly POLICE 030).

Associate Degree Applicable

CRMJUS 058
PENAL CODE 832 COURSE 3.50 UNITS

PREREQUISITE: None.

LECTURE: 50 hours per semester and
LABORATORY: 26 hours per semester.

These functions include the history, professionalism, and ethics of law enforcement, the criminal justice system, community relations, criminal law, laws of arrest, search and seizure, presentation of evidence, report writing, use of force, preliminary investigation, arrest and control, firearms, and crimes against the justice system. **MUST MEET STATE SCREENING REQUIREMENTS.** (Formerly POLICE 058).

Associate Degree Applicable

CRMJUS 059
BASIC LAW ENFORCEMENT RESERVE ACADEMY
—LEVEL I—MODULE C 6.5 UNITS

PREREQUISITE: CRMJUS 060.

LECTURE: 120 hours per semester and
LABORATORY: 48 hours per semester.

Professional orientation, community relations, law, radio procedures, police side-handle baton, narcotics, laws of evidence, gas training, communications, patrol procedures, range training, vehicle stops, domestic violence, arrest and control, weaponless defense, criminal investigation, traffic, custody, civil liabilities, field readiness, practical exercises, courtroom survival. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 034).

Associate Degree Applicable

CRMJUS 060
RESERVE LEVEL II OFFICER 14.25 UNITS

PREREQUISITE: CRMJUS 058.

LECTURE: 203 hours per semester and
LABORATORY: 73 hours per semester.

This course will familiarize the Level II Reserve officers with training in various law enforcement functions. These law enforcement functions include the prevention and detection of crime and the general enforcement of the laws of this state while under the immediate supervision of a peace officer that has completed the basic training course for deputy sheriffs and police officers. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 033).

Associate Degree Applicable

CRMJUS 061
RESERVE LEVEL III OFFICER 6 UNITS

PREREQUISITE: CRMJUS 058.

LECTURE: 64 hours per semester and
LABORATORY: 93 hours per semester.

This course will familiarize the Level III Reserve officers with training in various law enforcement functions. These law enforcement functions include law enforcement history, criminal justice system, tactical communication, crimes against persons and property, report writing, vehicle operations and pullover, traffic enforcement, custody, weaponless defense, first aid/cardiopulmonary resuscitation, firearms/chemical agents, information systems, and cultural awareness. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 059).

Associate Degree Applicable

CRMJUS 063x4
FIRST AID .25 UNIT

PREREQUISITE: CRMJUS 058.

LECTURE: 4 hours per semester and
LABORATORY: 4 hours per semester.

The basic elements of first aid care for victims of injuries or sudden illness. Includes care of persons with stopped breathing, heart attack and stroke, heavy bleeding, poisoning, and shock. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** This course may be taken four times. (Formerly POLICE 047x4).

Associate Degree Applicable

CRMJUS 064x4
CPR FOR RECERTIFICATION .25 UNIT

PREREQUISITE: CRMJUS 058.

LECTURE: 4 hours per semester and
LABORATORY: 4 hours per semester.

Instruction and practice in CPR and obstructed airway skills. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** This course may be taken four times. (Formerly POLICE 048x4).

Associate Degree Applicable

CRMJUS 065
SIGN LANGUAGE FOR EMERGENCY PERSONNEL 1 UNIT

PREREQUISITE: CRMJUS 058.

LECTURE: 12 hours per semester and
LABORATORY: 12 hours per semester.

This course trains emergency personnel to interact with deaf victims, witnesses and suspects. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 061).

Associate Degree Applicable

CRMJUS 066
INSTRUCTOR DEVELOPMENT .75 UNIT

PREREQUISITE: None.

LECTURE: 8 hours per semester and
LABORATORY: 16 hours per semester.

This course will enable police instructors to improve their public speaking skills, understand adult learning theories, write learning objectives and lesson plans, use various methods of instruction effectively, and understand techniques of testing and remediation. (Formerly POLICE 062).

Associate Degree Applicable

CRMJUS 069
LIFETIME FITNESS AND COPING WITH STRESS .5 UNIT

PREREQUISITE: CRMJUS 058.

LECTURE: 8 hours per semester.

Designed to assist officers in developing a personal fitness program, this course includes strategies to permanently control body fat, such as routine exercise and diet modification, and strategies for identifying and managing stress. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 072).

Associate Degree Applicable

CRMJUS 070
BASIC DISPATCHER'S COURSE 6 UNITS

PREREQUISITE: None.

LECTURE: 92 hours per semester and
LABORATORY: 30 hours per semester.

Training in the terminology, codes, and skills required for employment as a public safety dispatcher. Satisfies Peace Officers Standards and Training (POST) requirements for basic training of Public Safety Dispatchers. (Formerly POLICE 020).

Associate Degree Applicable

CRMJUS 071
DISPATCHERS AND CRITICAL INCIDENTS 2.25 UNITS

PREREQUISITE: CRMJUS 070.

LECTURE: 36 hours per semester and
LABORATORY: 4 hours per semester.

This course is devoted to the experienced dispatcher's role in critical incidents and officer survival. Course content will include: civil liabilities, communications under stress, physical disabilities and psychological wellness, courtroom demeanor, sexual harassment, domestic violence, missing persons, hostage barricaded subject and suicidal subject situations, overview of telephone, radio and 800 megahertz systems. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 021).

Associate Degree Applicable

CRMJUS 072x20
CIVIL UPDATE FOR DISPATCHERS .50 UNIT

PREREQUISITE: CRMJUS 070.

LECTURE: 6 hours per semester and
LABORATORY: 2 hours per semester.

Does it seem like everybody wants to sue a police agency? Get updated information concerning civil liability issues related to dispatching, learn courtroom survival techniques in the event of a lawsuit, and get the latest information concerning court orders and civil disputes. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** This course may be taken twenty times. (Formerly POLICE 022x20).

Associate Degree Applicable

CRMJUS 073
DISASTER PREPAREDNESS FOR DISPATCHERS .50 UNIT

PREREQUISITE: CRMJUS 070.

LECTURE: 6 hours per semester and
LABORATORY: 2 hours per semester.

The "big one" hits Southern California. Are you prepared to deal with the effects of this disaster during and immediately after? Learn what to expect when it hits and how to prepare, at home or at a dispatch center. Topics include extrication of employees, law enforcement response, fire and medical response, and how to protect your family. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 023).

Associate Degree Applicable

CRMJUS 074x20
LEGAL UPDATE FOR DISPATCHERS .25 UNIT

PREREQUISITE: CRMJUS 070.

LECTURE: 5 hours per semester and
LABORATORY: 3 hours per semester.

This class provides the student with an understanding of the legal requirements for missing persons and domestic violence reports, and provides the student with the current case law and statutory law information needed to completely perform public safety dispatching duties. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** This course may be taken twenty times. (Formerly POLICE 024x20).

Associate Degree Applicable

CRMJUS 075
CRITICAL INCIDENT FOR DISPATCHERS .25 UNIT

PREREQUISITE: CRMJUS 070.

LECTURE: 5 hours per semester and
LABORATORY: 3 hours per semester.

Scenarios and basic skills will provide students with some new ideas and approaches to the everyday incidents. Students will have an understanding of what to tell the public in their inquiries, and where to get more information. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 027).

Associate Degree Applicable

CRMJUS 076
STRESS MANAGEMENT FOR DISPATCHERS .50 UNIT

PREREQUISITE: CRMJUS 070.

LECTURE: 6 hours per semester and
LABORATORY: 2 hours per semester.

This course is designed to identify the primary causes of chronic stress associated with public safety dispatching. Some sources of stress associated with dispatching will include multiple requests for priority traffic and managing large-scale critical incidents. Scenarios and basic skills will be provided to him/her with some new ideas and approaches to combat the sources of stress on the job. **LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES.** (Formerly POLICE 083).

Associate Degree Applicable

CRMJUS 085
FORENSIC SPECIALIST—BASIC ACADEMY 6.5 UNITS

PREREQUISITE: None.

LECTURE: 96 hours per semester and
LABORATORY: 24 hours per semester.

This course is designed to familiarize students with the area of criminalistics, specifically that branch which deals with Forensic Science. All aspects of laboratory identification of criminal evidence, processing and handling of evidence, and the relationship between the identification and the presentation of the evidence in court are explored.

Associate Degree Applicable

Course credit transfers to CSU.

DANCE

DIVISION:	Humanities
INTERIM DIVISION DEAN:	Robert Rippey, M.F.A.
DEPARTMENT HEAD:	Sherrie Guerrero, Ed.D. Liberal Arts 241 (909) 384-8625
OTHER FACULTY:	Denise Dale Jacobs, M.F.A.
DEPARTMENT OFFICE:	Auditorium Green Room
DIVISION SECRETARIES:	Kelly Adcock North Hall 240 (909) 384-8625 To Be Announced Liberal Arts 217 (909) 384-8633
LIAISON COUNSELOR:	Richard Long, M.A. (909) 384-8972

COURSES OFFERED BY THE
DEPARTMENT OF DANCEDANCE 101x2
BEGINNING MODERN DANCE 1 UNIT**PREREQUISITE:** None.**LABORATORY:** 3 hours per week.

A comprehensive survey of the beginning techniques of Modern Dance with a focus on vocabulary, placement and alignment, strength and flexibility exercises, and simple combinations of locomotor movement. This course may be taken twice.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 102x4
INTERMEDIATE/ADVANCED MODERN DANCE 1 UNIT**PREREQUISITE:** DANCE 101x2.**LABORATORY:** 3 hours per week.

A progressive study of Modern Dance including strengthening exercises, center work on balance and control, rhythmic awareness, and combinations of increasing speed, length, and complexity. This course may be taken four times.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 103x4
BALLET 1 UNIT**PREREQUISITE:** None.**LABORATORY:** 3 hours per week.

A progressive study of Ballet including vocabulary, placement and alignment, strength and flexibility exercises, work on balance and control, and combinations of increasing speed, length, and complexity. This course may be taken four times.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 105x2
BEGINNING JAZZ DANCE 1 UNIT**PREREQUISITE:** None.**LABORATORY:** 3 hours per week.

A comprehensive survey of the beginning techniques of Jazz Dance with a focus on vocabulary, placement and alignment, strength and flexibility exercises, and simple combinations of locomotor movement. This course may be taken twice.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 106x4
INTERMEDIATE/ADVANCED JAZZ DANCE 1 UNIT**PREREQUISITE:** DANCE 105x2.**LABORATORY:** 3 hours per week.

A progressive study of Jazz Dance including strengthening exercises, work on balance and control, rhythmic awareness, and combinations of increasing speed, length, and complexity. This course may be taken four times.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 107x4
TAP DANCE 1 UNIT**PREREQUISITE:** None.**LABORATORY:** 3 hours per week.

A progressive study of Tap Dance including vocabulary, placement and alignment, strength and flexibility exercises, work on balance and control, and combinations of increasing speed, length and complexity. This course may be taken four times.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 114x4
DANCE REHEARSAL AND PERFORMANCE 1-3 UNITS
PREREQUISITE: None.**LABORATORY:** 3 hours per week, per unit.

Instruction and supervision of rehearsal and performance of various dance productions. **ENROLLMENT IN THIS CLASS IS CONTINGENT WITH AN AUDITION FOR A CURRENT DANCE PRODUCTION.** This course may be taken four times.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 200
DANCE HISTORY AND APPRECIATION 3 UNITS**PREREQUISITE:** None.**LECTURE:** 3 hours per week.

A comprehensive survey of dance from primitive time through the 20th century. Emphasis will be placed on historical perspectives revealing dance as an emerging art form. Course material also includes the relation of dance to religion and myth, as a reflection of cultural and social attitudes and mores, and its relation to other art forms.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 203
CHOREOGRAPHY 3 UNITS**PREREQUISITE:** None.**LECTURE:** 2 hours per week and**LABORATORY:** 2 hours per week.

An introduction and analysis of the elements of dance composition. A comprehensive survey of theories, techniques, and historical perspectives of dance composition, as well as the practical application of these elements through the actual physical activity of creating and teaching dance compositions.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*DANCE 206
DANCE PRODUCTION 3 UNITS**PREREQUISITE:** None.**LECTURE:** 3 hours per week.

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 theatre, such as stage terminology, stage directions, and roles of theatre personnel.

*Associate Degree Applicable**Course credit transfers to CSU and UC.*

DATA PROCESSING

See the Department of
MANAGEMENT INFORMATION SYSTEMS

DIESEL

DIVISION:	Technical
DIVISION DEAN:	Thomas Bauman, M.S.C.
DEPARTMENT HEAD:	Mark Williams, B.S. (909) 384-8571
OTHER FACULTY:	Guy M. Hinrichs, Sr., A.A. Daniel Hooks, A.S. Richard Jaramillo, A.A. Don Wilson
DIVISION SECRETARY:	Patsy Martinez (909) 384-8902
DIVISION OFFICE:	Technical 108 (909) 384-4451
LIAISON COUNSELOR:	George Fleming, M.S. (909) 384-8975

HEAVY-DUTY DIESEL TECHNICIAN CERTIFICATE

REQUIRED COURSES:

CSYS 101	Computer Literacy	3
DIESEL 021	Diesel Engine - Heavy Duty	4
DIESEL 022	Heavy-Duty Truck Brakes	2
DIESEL 023	Heavy-Duty Truck Suspension & Steering	2
DIESEL 024	Heavy-Duty Equipment Diesel Engine	4
DIESEL 028	Heavy-Duty Truck Preventive Maintenance Service	4
DIESEL 030	Advanced Heavy-Duty Truck Systems	4
TECALC 950	Shop Calculations	3
WELD 023x4	Oxy-Acetylene Welding	3
WELD 077x4	Continuous Wire Welding	1
TOTAL UNITS		30

**Pending approval from the California Community College Chancellor's Office*

DIESEL 021
DIESEL ENGINES-HEAVY DUTY 4 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Theory and practical shop work in repair, operation, and maintenance of heavy-duty industrial diesel engines and fuel injection systems. Course includes general trouble-shooting and diagnostic testing. This course may be used in preparation for the automotive Service Excellence (ASE) National Test.

Associate Degree Applicable

DIESEL 022
HEAVY-DUTY TRUCK BRAKES 2 UNITS

PREREQUISITE: None.

LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.

Theory and practical shop work in the construction and repair of heavy-duty truck brake systems and components. Includes principles of hydraulic and pneumatic brake systems, anti-lock, and computer controlled braking systems used in today's modern heavy-duty diesel trucks and semi-tractors.

Associate Degree Applicable

DIESEL 023
HEAVY-DUTY TRUCK SUSPENSION AND STEERING 2 UNITS

PREREQUISITE: None.

LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.

Theory and practical shop work in the construction, operation, and repair of heavy-duty truck suspension and steering components. Includes principles of hydraulic and pneumatic steering and suspension systems.

Associate Degree Applicable

DIESEL 024
HEAVY-EQUIPMENT DIESEL ENGINES 4 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Theory and practical shop work of the construction, operation, and repair of automotive, heavy-duty, and heavy-equipment diesel engines. Includes principles of diesel fuel injection pumps, governors, and injectors; turbo-charges and blowers; two and four-cycle combustion systems.

Associate Degree Applicable

DIESEL 025x3
HEAVY-EQUIPMENT DIESEL ENGINES LABORATORY 1 UNIT

PREREQUISITE: DIESEL 024.

LABORATORY: 3 hours per week.

Practical shop work in the construction, operation, and repair of automotive, heavy-duty, and heavy-equipment diesel engines. Includes principles of diesel fuel injection pumps, governors, and injectors; turbo-charges and blowers; two and four-cycle combustion systems. This course may be taken three times.

Associate Degree Applicable

DIESEL 026
MICRO-COMPUTER CONTROLLED DIESEL ENGINES 4 UNITS

PREREQUISITE: DIESEL 024.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Theory and practical shop work in the repair, operation, and maintenance of micro-computer controlled diesel engines. Includes general trouble-shooting and diagnostics using assorted electronic and computerized test equipment on operable computer controlled diesel engines. General service and overhaul of the computerized 3406E Caterpillar engine is emphasized.

Associate Degree Applicable

DIESEL 027x3
MICRO-COMPUTER CONTROLLED DIESEL ENGINES LABORATORY 1 UNIT

PREREQUISITE: DIESEL 026.

LABORATORY: 3 hours per week.

Practical shop work in the repair, operation, and maintenance of micro-computer controlled diesel engines. Includes general trouble-shooting and diagnostics using assorted electronic and computerized test equipment on operable computer controlled diesel engines. General service and overhaul of the computerized 3406E Caterpillar engines is emphasized. This course may be taken three times.

Associate Degree Applicable

DIESEL 028
HEAVY-DUTY TRUCK PREVENTIVE MAINTENANCE SERVICE 4 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Theory and practical shop work in maintenance and preventive maintenance service of heavy-duty trucks and semi-tractor systems. Fundamentals of truck components and systems are explained as students perform routine service tasks on a Ford semi-tractor truck. Course is designed to provide students the needed skills and knowledge to perform entry level labor tasks in the heavy-duty truck service industry.

Associate Degree Applicable

DIESEL 029x3
HEAVY-DUTY TRUCK PREVENTIVE MAINTENANCE SERVICE LABORATORY 1 UNIT

PREREQUISITE: DIESEL 028.

LABORATORY: 3 hours per week.

Practical shop work in maintenance and preventative maintenance service of heavy-duty trucks and semi-tractor systems. Fundamentals of truck components and systems are explained as students perform routine service tasks on a Ford semi-tractor truck. Course is designed to provide students the needed skills and knowledge to perform entry level labor tasks in the heavy-duty truck service industry. This course may be taken three times.

Associate Degree Applicable

**DIESEL 030
ADVANCED HEAVY-DUTY TRUCK SYSTEMS 4 UNITS**

PREREQUISITE: DIESEL 028.

LECTURE: 3 hours per week and

LABORATORY: 3 hours per week.

Advanced level theory and practical workshop in maintenance, air conditioning, ABS, computers, and operations of the heavy-duty truck and semi-tractors systems.

Associate Degree Applicable

ECONOMICS

DIVISION:	Business and Information Technology
DIVISION DEAN:	Margaret Ortiz, M.A.
DEPARTMENT HEAD:	Nickolas Zoumbos, M.S. Business 100D (909) 384-8912
FACULTY:	Walt Chatfield, Ph.D. J. D. Dulgeroff, Ph.D.; Chris Williams
DIVISION SECRETARY:	Business 101
DIVISION OFFICE:	(909) 384-8908
LIAISON COUNSELOR:	Wilma Cochrane, M.A. (909) 384-8986

Economics is concerned with 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.

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.

COURSES OFFERED BY THE DEPARTMENT OF ECONOMICS:

**ECON 100
INTRODUCTION TO ECONOMICS 3 UNITS**

PREREQUISITE: None.

LECTURE: 3 hours per week.

Survey of the American economy and the development, functioning and significance of economic institutions. Emphasis on economic growth, the national debt, inflation and international economic problems.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

**ECON 200
PRINCIPLES OF ECONOMICS (MACRO) 3 UNITS**

PREREQUISITE: None.

LECTURE: 3 hours per week.

Introduction to macroeconomic theory and the role of fiscal and monetary policies in economics with emphasis on national economic problems.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): ECON 2

**ECON 201
PRINCIPLES OF ECONOMICS (MICRO) 3 UNITS**

PREREQUISITE: None.

LECTURE: 3 hours per week.

Introduction to microeconomic theory including international economics, economic development, and comparative economic systems with emphasis on microeconomic problems.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): ECON 4

**ECON 208
BUSINESS AND ECONOMICS STATISTICS 4 UNITS**

PREREQUISITE: MATH 095.

LECTURE: 4 hours per week.

A review 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. This course is also offered as BUSCAL 208.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

**ECON 222
SPECIAL PROBLEMS IN ECONOMICS I 1 UNIT**

PREREQUISITES: ECON 200 and ECON 201.

INDEPENDENT STUDY: 3 hours per week.

Assigned problems involving library work and research for selected students who are interested in furthering their knowledge of economics on an independent study basis. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

**ECON 223
SPECIAL PROBLEMS IN ECONOMICS II 2 UNITS**

PREREQUISITES: ECON 200 and ECON 201.

INDEPENDENT STUDY: 6 hours per week.

Assigned problems involving library and laboratory work for selected students who are interested in furthering their knowledge of economics on an independent study basis. Students are required to devote six hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

**ECON 285
HONORS IN ECONOMICS 3 UNITS**

PREREQUISITE: ECON 200 or ECON 201.

COREQUISITE: ECON 200 or ECON 201.

LECTURE: 3 hours per week.

Building on the concepts introduced in Principles of Economics (200 or 201), this class focuses on contemporary social issues including the educational, energy, and environmental impact of economic decisions, the use of computers in the field of economics, and methods for conducting research in the fields of macro and micro-economics.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ELECTRICITY/ELECTRONICS/ TECHNICAL CALCULATIONS

DIVISION:	Technical
DIVISION DEAN:	Thomas Bauman, M.S.C.
DEPARTMENT HEAD:	Carlos Busselle, B.A. (909) 384-8502
OTHER FACULTY:	Edward Szumski, M.A.
DIVISION SECRETARY:	Patsy Martinez (909) 384-8902
DIVISION OFFICE:	Technical 108 (909) 384-4451
LIAISON COUNSELOR:	George Fleming, M.S. (909) 384-8975

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 of: 1) Electronics Technology, 2) Communication Engineering Technology, 3) Computer Engineering Technology, 4) Electric Power Technology, or (5) Avionics Technology, will complete a series of **Electronics Technology** courses common to electricity, communications, and computers and then complete the appropriate area of specialization. All classes must be completed with a grade of C or better.

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.

ELECTRICITY/ELECTRONICS ASSOCIATE OF SCIENCE DEGREE

To graduate with a specialization in one of the Electricity/Electronics majors, students must complete all the requirements for the appropriate certificate with a grade of C or better plus the general breadth requirements for the Associate Degree.

ELECTRICITY/ELECTRONICS CERTIFICATES

Students should have normal color vision, hand/eye coordination and the ability to lift over 50 pounds.

1. ELECTRONICS TECHNOLOGY (Core Courses required for all specializations)

REQUIRED COURSES:	UNITS
TECALC 097 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	4
ELECTR 270 Linear Integrated Circuit Analysis	4
TOTAL UNITS	34

*Effective SP03

2. COMMUNICATION ENGINEERING TECHNOLOGY	
Complete the REQUIRED COURSES plus:	
ELECTR 220 F.C.C. Rules and Regulations	3
ELECTR 250 Radio Transmitters, Receivers and Antennas	4
ELECTR 255 Telephone Networking	4
TOTAL UNITS	45

3. COMPUTER ENGINEERING TECHNOLOGY	
Complete the REQUIRED COURSES plus:	
ELECTR 158 Microcomputer Operation	2
ELEC 217 Industrial Electricity	4
ELECTR 280 Computer Operations and Maintenance	4
TOTAL UNITS	44

4. ELECTRONIC POWER TECHNOLOGY	
Complete the REQUIRED COURSES plus:	
ELEC 216 Introduction to Industrial Electricity	4
ELEC 217 Industrial Electricity	4
ELEC 218 Controlling Industrial Electricity	4
TOTAL UNITS	46

5. AVIONICS TECHNOLOGY	
REQUIRED COURSES:	UNITS
TECALC 097 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	4
ELECTR 270 Linear Integrated Circuit Analysis	4

ADDITIONAL COURSES:	
AERO 121* Aviation Fundamentals	3
AERO 140* Instrument Ground School & Flight Sim.	4
ELECTR 220 FCC Rules and Regulations	3
ELECTR 250 Radio Transmitters, Receivers, & Antennas	4
ELECTR 257A Navigation & Communication Systems	4
TOTAL UNITS	52

* AERO 102 & 103 can be substituted for AERO 121 & 140

** Pending approval from the California Community College Chancellor's Office

COURSES OFFERED BY THE DEPARTMENT OF ELECTRICITY/ELECTRONICS:

ELEC 012 UTILITY POLE CLIMBING: OSPCTP 3.25 UNITS
PREREQUISITE: None.
LECTURE: 2 hours per week and
LABORATORY: 4 hours per week.

The study of the procedures, safety practices and equipment used in telephone and utility pole climbing. Subjects include: knots, handlines, cable repair, pole climbing, blueprints, cable placement, and pole handling. **DOCTOR'S VERIFICATION THAT THERE IS AN ABSENCE OF FEAR OF HEIGHTS, HEART TROUBLE, DIZZINESS, FAINTING SPELLS, HIGH BLOOD PRESSURE, BACK TROUBLE, ASTHMA, EPILEPSY; OR A PHYSICIAN'S STATEMENT THAT PRE-EXISTING CONDITIONS WILL NOT AFFECT THE STUDENT'S ABILITY TO SAFELY COMPLETE THIS COURSE IS REQUIRED.**

Associate Degree Applicable

ELEC 216A
INTRODUCTION TO INDUSTRIAL ELECTRICITY 4 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

The study of electrical power transmission, the National Electrical Code, electrical blueprints, and residential and commercial wiring.
Associate Degree Applicable
Course credit transfers to CSU.

ELEC 217A
INDUSTRIAL ELECTRICITY 4 UNITS
PREREQUISITE: ELECTR 115.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Study of DC motors, single and polyphase AC motors, and the necessary controls and measuring equipment, industrial circuit protection and switching equipment.
Associate Degree Applicable
Course credit transfers to CSU.

ELEC 218A
CONTROLLING INDUSTRIAL ELECTRICITY 4 UNITS
PREREQUISITE: ELEC 217A.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

The study of DC, AC and polyphase motor operation, of mechanical and programmable machine controls, relays and programmable controllers, ladder logic diagrams and the communication network linking the programmer, the controller and the machine.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 110
DIRECT CURRENT CIRCUIT ANALYSIS 3 UNITS
PREREQUISITE: None.

COREQUISITE: ELECTR 111.
LECTURE: 3 hours per week.

A comprehensive course in direct 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
Course credit transfers to CSU.

ELECTR 111
DIRECT CURRENT CIRCUIT LABORATORY 1 UNIT
PREREQUISITE: None.

COREQUISITE: ELECTR 110.
LABORATORY: 3 hours per week.

The laboratory complement to ELECTR 110 including experiments reinforcing the theory of electricity and the necessary technical skills.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 115
ALTERNATING CURRENT CIRCUIT ANALYSIS 3 UNITS
PREREQUISITE: ELECTR 110 and ELECTR 111.

COREQUISITE: ELECTR 116.
LECTURE: 3 hours per week.

An in-depth analysis of alternating current circuits including 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
Course credit transfers to CSU.

ELECTR 116
ALTERNATING CURRENT CIRCUIT LABORATORY 1 UNIT
PREREQUISITE: ELECTR 110 and ELECTR 111.

COREQUISITE: ELECTR 115.

LABORATORY: 3 hours per week.

The laboratory complement to ELECTR 115 including skill training in oscilloscopes QT boards, function generators, and other test equipment.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 155
ELECTRONIC DRAWING AND ASSEMBLY 3 UNITS
PREREQUISITE: None.

LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.

Skill in interpreting and creating electronic drawings, circuit board construction and assembly. Emphasis on drawings, soldering, assembly, and fundamentals of CAD.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 158
MICROCOMPUTER OPERATION 2 UNITS
PREREQUISITE: None.

LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.

A survey course in the technical applications of the microcomputer systems including computer interconnections, system capabilities and limitations, flowcharting, trouble isolation techniques and the use of microcomputers as calculating devices.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 198
ELECTRONICS WORK EXPERIENCE 1-4 UNITS
PREREQUISITE: None.

Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 220A
F.C.C. RULES AND REGULATIONS 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

A review of the requirements for the General Radiotelephone Operator's License offered by the Federal Communications Commission.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 222
SPECIAL PROBLEMS IN ELECTRONICS I 1 UNIT
PREREQUISITE: ELECTR 116.

INDEPENDENT STUDY: 3 hours per week.

Assigned problems involving laboratory work for selected students who are interested in furthering their knowledge of electronics on an independent study basis. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.
Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 223
SPECIAL PROBLEMS IN ELECTRONICS II 2 UNITS
PREREQUISITE: ELECTR 116.

INDEPENDENT STUDY: 6 hours per week.

Assigned problems involving laboratory work for selected students who are interested in furthering their knowledge of electronics on an independent study basis. Students are required to devote six hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 230
SEMICONDUCTOR DEVICES 3 UNITS
PREREQUISITE: ELECTR 110.

LECTURE: 3 hours per week.

A study of semiconductor devices including the chemistry and physics of the structure of matter, the structure of the atom and the operation of semiconductor of devices based on energy level analysis.

Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 235
SOLID STATE CIRCUIT ANALYSIS 4 UNITS
PREREQUISITE: ELECTR 230.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

An analysis of discrete solid state circuits and their design including diodes and their applications; circuit configurations; amplifiers and amplification; biasing techniques; quiescent point stabilization; feedback principles; FETs; photo devices; multi-stage amplifiers and power devices; multi-stage amplifiers and power amplifiers; breadboarding and evaluation of designed circuits using discrete components.

Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 250A
RADIO TRANSMITTERS, RECEIVERS AND ANTENNAS 4 UNITS

PREREQUISITE: ELECTR 115.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Course includes radio frequency amplifiers, oscillators, signal spectra, elements of noise, AM and FM modulation and demodulation, AM and FM transmitter and receiver systems, transmitter and receiver circuits, frequency and phase modulation and demodulation, phase locked loops, pulse and digital modulation and demodulation and data communication techniques.

Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 255A
TELEPHONE NETWORKING 4 UNITS
PREREQUISITE: ELECTR 115.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Course includes telephone technology with emphasis on telephony color code, tools, single line and business phone wiring and installation, block wiring, installation, programming and troubleshooting the 616 FLEX phone switch.

Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 257A
NAVIGATION AND COMMUNICATION SYSTEMS 4 UNITS

PREREQUISITE: ELECTR 250A.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

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 comm, HF comm, FM transceivers and transponder.

Associate Degree Applicable
Course credit transfers to CSU

ELECTR 265
DIGITAL LOGIC DESIGN 4 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Provides technicians, engineers, and programmers with a working knowledge of digital logic circuits and their application to logic circuits to computers. Includes theory and experience necessary to understand and analyze digital circuits logic and systems.

Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 266
MICROPROCESSOR TECHNOLOGY 4 UNITS
PREREQUISITE: ELECTR 265.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Fundamental principles of microprocessors, 8080 series with emphasis on their operation and applications in radio, VCRs, and traffic control. Makes use of assembly language interfacing with both analog and digital circuitry. Includes breadboarding circuits and controlling them with the 8080 microprocessor.

Associate Degree Applicable
Course credit transfers to CSU.

ELECTR 270
LINEAR INTEGRATED CIRCUIT ANALYSIS 4 UNITS
PREREQUISITE: ELECTR 115 and ELECTR 116.

LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

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
Course credit transfers to CSU.

ELECTR 280A
MINI COMPUTER OPERATION AND MAINTENANCE 4 UNITS

PREREQUISITE: ELECTR 266.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

Provides technicians and engineers with a working knowledge of the principles and analysis techniques applicable to computer operations and maintenance. 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
Course credit transfers to CSU.

ELECTR 290A
 INDUSTRIAL COMPUTERS AND ROBOTICS
 MAINTENANCE 4 UNITS

PREREQUISITE: *ELECTR 266.*

LECTURE: *3 hours per week and*

LABORATORY: *3 hours per week.*

A comprehensive study of computers and robots used in industry. Includes diagnostics and programming for controlling robots, machines and medical equipment.

Associate Degree Applicable

Course credit transfers to CSU.

TECALC 137
 TECHNICAL CALCULATIONS 4 UNITS

PREREQUISITE: *TECALC 950 or MATH 942.*

LECTURE: *4 hours per week.*

Practical use of mathematics especially designed for the needs of technical students. Includes signed numbers, terms, four operations on polynomials, simple equations, applied problems, factoring, four operations on fractions, complex fractions, an introduction to complex numbers and trigonometry, and an introduction to scientific notation.

Associate Degree Applicable

**Effective FA02 only*

TECALC 097
 TECHNICAL CALCULATIONS 4 UNITS

PREREQUISITE: *MATH 952.*

LECTURE: *4 hours per week.*

Practical use of mathematics especially designed for the needs of technical students. Includes signed numbers, terms, four operations on polynomials, linear equations, applied problems, factoring, four operations on fractions, complex fractions, fractional equations, and introduction to complex numbers, trigonometry, and scientific notation.

Associate Degree Applicable

**Effective SP03*

TECALC 950
 ARITHMETIC 3 UNITS

PREREQUISITE: *None.*

LECTURE: *3 hours per week.*

A basic skills course designed as a review of whole numbers, decimals, fractions, percents, ratio and proportions.

Not applicable to the Associate Degree.

**Effective FA02 only*

TECALC 950
 SHOP CALCULATIONS 3 UNITS

PREREQUISITE: *None.*

LECTURE: *3 hours per week.*

A basic skills course designed as a review of whole numbers, fractions, decimals, problem solving methods, and practical measurements.

Not applicable to the Associate Degree.

**Effective SP03*



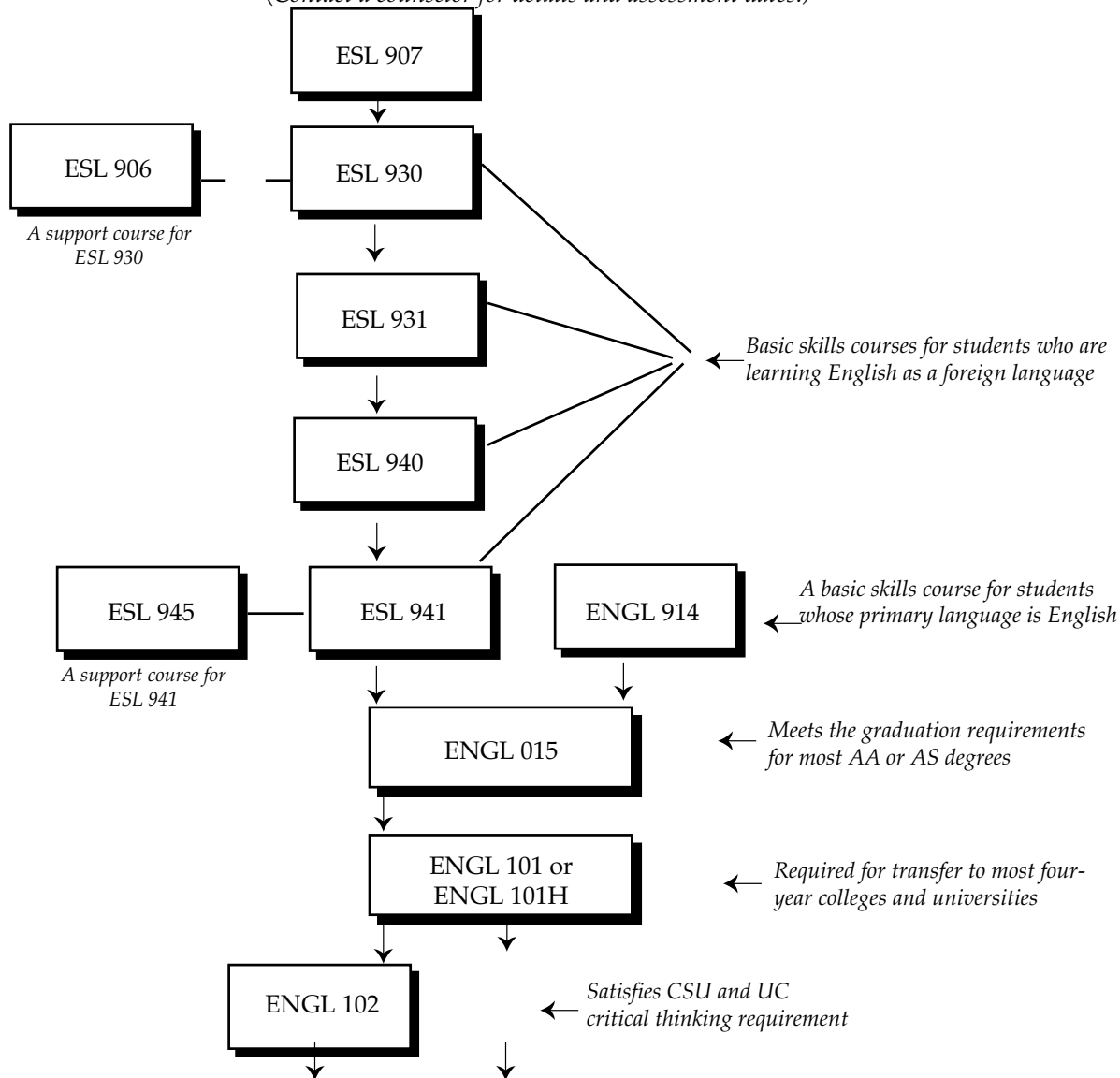
Sequence of English Courses at SBVC

You may follow this sequence of courses to develop proficiency in English

or

you may be eligible to begin this sequence with ENGL 015 or ENGL 101
depending on results of the SBVC assessment process.

(Contact a counselor for details and assessment dates.)



ADVANCED ENGLISH COURSES

ENGL 120 Fundamentals of News Writing	ENGL 260 American Literature: to the Mid-1800s
ENGL 121 The News Media	ENGL 261 American Literature: from the Mid-1800s to the Present
ENGL 122x4 Journalism Production	ENGL 270 Survey of English Literature to the 18th Century
ENGL 125x2 Literary Magazine Production	ENGL 271 Survey of English Literature from the 18th Century to the Present
ENGL 151 Freshman Composition and Literature	ENGL 275 Shakespeare
ENGL 153 Literature and Film	ENGL 280 World Literature to the 17th Century
ENGL 155 Children's Literature	ENGL 281 World Literature from the 17th Century to the Present
ENGL 161 Women Writers	ENGL 285 ABC Honors in English
ENGL 163 Chicano Literature	
ENGL 165 African-American Literature	
ENGL 167 Latin-American Literature in Translation	
ENGL 175 Literature and Religion of the Bible	
ENGL 232 Creative Writing	

ENGLISH

DIVISION:	Humanities
INTERIM DIVISION DEAN:	Robert Rippy, M.F.A.
DEPARTMENT HEAD:	Judith Ashton, M.A.
OTHER FACULTY:	Horace Alexander, Ed.D. Diana Anderson, M.A. Sharon Chapman, M.A. Paula Ferri-Milligan, M.A. Sheela Free, Ph.D. Diane Hunter, M.A. Thomas Kinnaird, M.A. Joel Lamore, M.A. Yvette Lee, M.A. William McKie, M.A. Dolores Moreno, M.A. Anasuya Pal, Ph.D. Edward Perez, Ph.D. Lydia Rivera, Ph.D. Michael Slusser, M.A. Laurie Staude, M.A. Julie Tilton, M.A.
DIVISION SECRETARIES:	To Be Announced Liberal Arts 217 (909) 384-8633 Kelly Adcock North Hall 240 (909) 384-8906
LIAISON COUNSELOR:	Juan Zepeda, M.S.C. (909) 384-8976

The English Department offers courses in composition, literature, journalism, creative writing, English as a second-language, and basic skills. These courses are designed to help students develop skills in reading perceptively, thinking critically, and writing effectively. The Writing Center, located in Liberal Arts 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 take a placement test and meet with a counselor prior to enrollment. A schedule of test dates is available in the Counseling Center. A counselor will use those scores as well as other information, such as high school and/or work experience, to place students in the proper English class.

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.

COURSES OFFERED BY THE DEPARTMENT OF ENGLISH:

ENGL 911 BASIC GRAMMAR AND USAGE REVIEW	1 UNIT
PREREQUISITE: None.	
LECTURE: 1 hour per week.	
A review of basic English grammar (parts of speech and sentence structure) as well as a review of common errors in grammar and usage.	
<i>Not applicable to the Associate Degree</i>	

ENGL 912 RESEARCH PAPER WORKSHOP	1 UNIT
PREREQUISITE: None.	
LECTURE: 1 hour per week.	
A workshop to prepare students in all phases of preparing a research paper, from selecting a topic to final format.	
<i>Not Applicable to the Associate Degree</i>	

ENGL 914 BASIC WRITING	3 UNITS
PREREQUISITE: None.	
LECTURE: 3 hours per week.	
A basic skills writing course for students who are not eligible for ENGL 015. Focus is on effective sentences and paragraphs including an extensive review of grammar, punctuation, and usage.	
<i>Not Applicable to the Associate Degree</i>	

ENGL 920 GRAMMAR	3 UNITS
PREREQUISITE: None.	
LECTURE: 3 hours per week.	
An introductory course on basic grammatical principles and language use, focusing on the structure of the sentence, parts of speech and major errors in grammar and usage.	
<i>Not Applicable to the Associate Degree</i>	

ENGL 015 PREPARATION FOR COLLEGE WRITING	4 UNITS
PREREQUISITE: ENGL 914 or ESL 941 with a grade of C or better or eligibility for ENGL 015 as determined through the SBVC assessment process.	
LECTURE: 4 hours per week.	
A writing course designed to prepare students for ENGL 101. Primary focus on the development of the paragraph and short essay. Includes a review of grammar, sentence structure, and punctuation.	
<i>Associate Degree Applicable (applies toward <u>English</u> requirement)</i>	

ENGL 055 CHILDREN'S LITERATURE	3 UNITS
PREREQUISITE: None.	
LECTURE: 3 hours per week.	
Survey of literature written for children with emphasis on values common to all significant literature. This non-transfer course is taught simultaneously with ENGL 155, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.	
<i>Associate Degree Applicable (applies toward <u>Humanities</u> requirement)</i>	

ENGL 063 CHICANO LITERATURE	3 UNITS
PREREQUISITE: None.	
LECTURE: 3 hours per week.	
Survey of representative Chicano literature including novels, drama, poetry, and essays. This non-transfer course is taught simultaneously with ENGL 163, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.	
<i>Associate Degree Applicable (applies toward <u>Humanities</u> requirement)</i>	

ENGL 065
AFRICAN-AMERICAN LITERATURE 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A survey of some of the most important works written by African-Americans in the genres of poetry, drama, the short story, the novel and the essay. This non-transfer course is taught simultaneously with ENGL 165, a transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Associate Degree Applicable (applies toward Humanities requirement)

ENGL 101
FRESHMAN COMPOSITION 4 UNITS

PREREQUISITE: ENGL 015 or eligibility for ENGL 101 as

determined through the SBVC assessment process.

LECTURE: 4 hours per week.

A writing course which emphasizes expository and argumentative essays. Includes reading and analysis of various forms of writing, instruction in library research and preparation of documented papers.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

CAN (California Articulation Number): ENGL 2

ENGL 101H
FRESHMAN COMPOSITION-HONORS 4 UNITS

PREREQUISITE: ENGL 015 or eligibility for ENGL 101 as

determined through the SBVC assessment process.

LECTURE: 4 hours per week.

A writing course which emphasizes expository and argumentative essays. Includes reading and analysis of various forms of writing, instruction in library research and preparation of documented papers. Enrollment is limited to students eligible for the Honors Program.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

ENGL 102
INTERMEDIATE COMPOSITION AND
CRITICAL THINKING 4 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 4 hours per week.

Further work in the expository and argumentative essay with emphasis on the critical examination of literature and on analytical and explicatory writing.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 120
FUNDAMENTALS OF NEWS WRITING 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

A course in journalistic writing: reporting, feature writing, interpretation, editorial and column writing and critical review of the arts. Emphasis on the most basic form, the news story.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 121
THE NEWS MEDIA 3 UNITS

PREREQUISITE: ENGL 015 or eligibility for ENGL 101 as determined through the SBVC assessment process.

LECTURE: 3 hours per week.

An analysis of the nature of news, the role of the news media in America, the principal problems of the media (newspapers, wire services, news magazines and television) and an evaluation of their performances.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 122x4
JOURNALISM PRODUCTION 2 UNITS

PREREQUISITE: ENGL 101.

LABORATORY: 4 hours per week.

A laboratory course for the production of the campus newspaper. Students participate in all phases of newspaper production: writing, reporting, layout, advertising, photography, editing, and distribution. This course may be taken four times.

Associate Degree Applicable

Course credit transfers to CSU.

ENGL 125x2
LITERARY MAGAZINE PRODUCTION 2 UNITS

PREREQUISITE: ENGL 015 or eligibility for ENGL 101 as determined through the SBVC assessment process.

LABORATORY: 4 hours per week.

The production of the college literary magazine including selecting material, planning format, typesetting, and paste-up. This course may be taken twice.

Associate Degree Applicable

Course credit transfers to CSU.

ENGL 151
FRESHMAN COMPOSITION AND LITERATURE 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Study of fiction, poetry, and drama with emphasis on the fundamental principles of literary criticism and interpretation. Includes student writing based on critical reading.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): ENGL4

ENGL 153
LITERATURE AND FILM 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

A study of literature 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

Course credit transfers to CSU and UC.

ENGL 155
CHILDREN'S LITERATURE 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Survey of literature written for children with emphasis on values common to all significant literature. This transfer course is taught simultaneously with ENGL 055, a non-transfer course. Assignments differ for the two courses although the students participate in the same lectures.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 161
WOMEN WRITERS 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

A survey of poetry and prose by prominent women writers, exploring historical and contemporary issues in women's lives.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 163
CHICANO LITERATURE 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Survey of representative Chicano literature including novels, drama, poetry, and essays which focus on the cultural, social, and political developments/themes which shape and characterize Chicano culture and literary expression. This transfer course is taught simultaneously with ENGL 063, a non-transfer-level course. Assignments differ for the two courses although students participate in the same lectures.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 165
AFRICAN-AMERICAN LITERATURE 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

A survey of some of the most important works written by African-Americans in the genres of poetry, drama, the short story, the novel and the essay. This transfer course is taught simultaneously with ENGL 065, a non-transfer course. Assignments differ for the two courses although the students participate in the same lectures.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 167
LATIN AMERICAN LITERATURE IN TRANSLATION 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Reading and discussion of representative 19th and 20th century Latin American novels, short stories and poems. The works are read with attention to literary analysis and the development of the literature within the social, cultural and historical context.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 175
LITERATURE AND RELIGION OF THE BIBLE 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

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.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 232
CREATIVE WRITING 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

An introductory course in creative writing focusing on poetry and fiction. Includes strategies for writing both poetry and fiction, and the development of critical standards for judging literature.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): ENGL6

ENGL 260
AMERICAN LITERATURE: TO THE MID-1800S 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Reading of representative literary works of significant writers to illustrate the origin and development of American thought and culture from colonial times to the mid-1800s.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 261
AMERICAN LITERATURE:
FROM THE MID-1800S TO THE PRESENT 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Reading of representative literary works of significant writers to illustrate the development of literary and intellectual American thought from the mid-1800s to the present.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 270
ENGLISH LITERATURE TO THE 18TH CENTURY 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Analysis of masterpieces of every literary type significant in the development of English literature from the Middle Ages to the early 18th century, supplemented by a study of the historical and social background of the literature and lives of representative and important writers.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 271
ENGLISH LITERATURE FROM THE 18TH CENTURY
TO THE PRESENT 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Analysis of masterpieces of every literary type significant in the development of English literature from the 18th century to the present day, supplemented by a study of the historical and social background of the literature and lives of representative and important writers.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 275
SHAKESPEARE 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

A critical analysis of a selection of Shakespeare's plays representative of his literary development. Lectures, films, and records examine life and the theatre in Elizabethan England.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 280
WORLD LITERATURE: TO THE 17TH CENTURY 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

An introduction to world literature from the beginning to the 17th century, including a critical analysis of selected samples of literature within the context of the culture and time in which they were written.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 281
WORLD LITERATURE: FROM THE 17TH CENTURY
TO THE PRESENT 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

An introduction to world literature from the 17th century to the present, including a critical analysis of selected samples of literature within the context of the culture and time in which they were written.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 285A
HONORS IN ENGLISH: POETRY 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

An intensive study of poetry as a distinct literary form. Attention to versification, structure, imagery, and diction of various poets. This is not a creative writing class.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 285B
HONORS IN ENGLISH: DRAMA 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

A study of drama as a literary form. Reading and discussion of plays. Attention to playwright's plots, themes, characterizations, settings, language and stage directions.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGL 285C
HONORS IN ENGLISH: FICTION 3 UNITS

PREREQUISITE: ENGL 101.

LECTURE: 3 hours per week.

Intensive study of two popular forms of fiction as distinct literary forms (the short story and the novel). This is not a creative writing class.

Associate Degree Applicable

Course credit transfers to CSU and UC.

ENGLISH AS A SECOND LANGUAGE

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.

ESL 906
THE SOUND PATTERNS OF ENGLISH 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A basic skills course designed to increase the non-native English speaker's ability to understand and pronounce the sounds of standard American English. Instruction in the pronunciation of vowels, consonants and intonation patterns with special emphasis in decreasing communication problems due to non-standard American English pronunciation.

Not Applicable to the Associate Degree

ESL 907
PRACTICAL CONVERSATION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

This is a course designed to increase non-native students' skills in pronunciation, listening and conversation. The course will offer extensive listening and conversation instruction.

Not Applicable to the Associate Degree

ESL 930
PATTERNS OF CONTEMPORARY ENGLISH I 4 UNITS

PREREQUISITE: None.

LECTURE: 4 hours per week.

This is the first of two courses which together present an introduction of spoken and written English for non-native speakers of English. It provides instruction on listening comprehension, conversation, reading and writing. The course covers grammatical features, troublesome exceptions, elementary pronunciation and basic sentence patterns.

Not Applicable to the Associate Degree

ESL 930A
VOCATIONAL ENGLISH AS A SECOND LANGUAGE,
PART 1 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

This is the first of a basic skills sequence emphasizing spoken English, using examples drawn from vocational fields. The course includes conversational and listening comprehension practice, grammatical features, troublesome exceptions, and the study of simple sentences. Topics covered include: introductions, use of the verb "to be", contractions and simple punctuation and capitalization.

Not applicable to the Associate Degree

ESL 930B
VOCATIONAL ENGLISH AS A SECOND LANGUAGE,
PART 2 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

This is the second of a basic skills sequence emphasizing spoken English, using examples from vocational fields. The course includes conversational and listening comprehension practice, grammatical features, troublesome exceptions, and the study of simple sentences. Topics covered include vocabulary related to work and time, writing simple questions and statements, and prepositions and pronouns.

Not applicable to the Associate Degree

ESL 930C
VOCATIONAL ENGLISH AS A SECOND LANGUAGE,
PART 3 1 UNIT

PREREQUISITE: None

LECTURE: 1 hour per week.

This is the third of a basic skills sequence emphasizing spoken English, using examples drawn from vocational fields. The course includes conversational and listening comprehension practice, grammatical features, troublesome exceptions, and the study of simple sentences. Topics covered include: vocabulary related to shopping, colors, and the use of demonstratives and adjectives.

Not applicable to the Associate Degree

ESL 930D
VOCATIONAL ENGLISH AS A SECOND LANGUAGE,
PART 4 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

This is the fourth of a basic skills sequence emphasizing spoken English, using examples drawn from vocational fields. The course includes conversational and listening comprehension practice, grammatical features, troublesome exceptions, and the study of simple sentences. Topics covered include: vocabulary related to entertainment and invitations, and the use of subject and object pronouns.

Not applicable to the Associate Degree

ESL 931
PATTERNS OF CONTEMPORARY ENGLISH II 4 UNITS

PREREQUISITE: ESL 930 or eligibility as determined through the SBVC assessment process.

LECTURE: 4 hours per week.

This is the second of a two-course basic skills sequence which together present an introduction of spoken and written English for non-native speakers of English. It provides instruction on listening comprehension, conversation, reading and writing. The course covers grammatical features, troublesome exceptions, elementary pronunciation and basic sentence patterns including complex sentences and simple paragraphs.

Not Applicable to the Associate Degree

ESL 940
PATTERNS OF CONTEMPORARY ENGLISH III 4 UNITS

PREREQUISITE: ESL 931 or eligibility as determined through the SBVC assessment process.

LECTURE: 4 hours per week.

The first of a two-course basic skills sequence emphasizing written English. Emphasis on intensive paragraph writing preparation, reading comprehension practice, and instruction on writing brief essay responses to questions on reading passages.

Not Applicable to the Associate Degree

ESL 941
PATTERNS OF CONTEMPORARY ENGLISH IV 4 UNITS

PREREQUISITE: ESL 940 or eligibility as determined through the SBVC assessment process.

LECTURE: 4 hours per week.

The second of a two-course basic skills sequence emphasizing written English. Emphasis on intensive paragraph writing preparation, reading comprehension practice, writing brief essay responses to short articles and developing summarizing skills.

Not Applicable to the Associate Degree

ESL 945
IDIOMS IN AMERICAN ENGLISH 3 UNITS

PREREQUISITE: ESL 941.

LECTURE: 3 hours per week.

This is a course designed for non-native students to recognize idiomatic expressions commonly used by native speakers. It will present instruction on the meaning and use of idioms as well as common problems to avoid. The course will offer extensive oral, written, reading and listening comprehension practice.

Not Applicable to the Associate Degree

ENVIRONMENT

DIVISION: Technical
DIVISION DEAN: Thomas Bauman, M.S.C.

DEPARTMENT HEAD: Mark Williams, B.S.
(909) 384-8571

DIVISION SECRETARY: Patsy Martinez
(909) 384-8902

DIVISION OFFICE: Technical Building, Room 108
(909) 384-4451

LIAISON COUNSELOR: George Fleming, M.S.
(909) 384-8975

ENVT 101
MANAGEMENT OF HAZARDOUS MATERIALS 3 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORY: CHEM 101.

LECTURE: 3 hours per week.

Survey of regulations and laws governing the management of hazardous materials: definitions, safety requirements, storage, transportation, emergency response, Material Safety Data Sheets (MSDS) and personal protective equipment.

Associates Degree Applicable

Course credit transfers to CSU.

ENVT 103
HAZARDOUS SUBSTANCES AND THE EFFECTS
ON THE ENVIRONMENT 3 UNITS

PREREQUISITE/COREQUISITE: CHEM 101.

LECTURE: 3 hours per week.

Examination of the effects that different types of substances have on the environment. Aquatic chemistry will cover water pollution and water treatment. Atmospheric chemistry will deal with the major threats to the global atmosphere, including greenhouse gases and ozone-depleting chemicals. Soil chemistry will examine macronutrients and micronutrients and soil erosion. The nature and sources of hazardous waste: reduction, treatment and disposal.

Associates Degree Applicable

Course credit transfers to CSU.

ENVT 105
HAZARDOUS WASTE MANAGEMENT 3 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORY: ENVT 103.

LECTURE: 3 hours per week.

Federal and California laws and regulations governing hazardous waste management. Topics include: hazardous waste generation logs, identification and classification, EPA identification numbers, small quantity generators, permit and notification requirements, minimization and source reduction, permitting of hazardous waste facilities and transportation of hazardous waste.

Associates Degree Applicable

Course credit transfers to CSU.

ENVT 107
TOXICOLOGY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Examination of the routes of entry of hazardous substances and the effects on the human body. Distribution and elimination of toxins, coupled with dose-effect and time-effect will provide an understanding on how our bodies react to hazardous substances. Carcinogens and how they affect the reproductive system will also be examined. Industrial hygiene and occupational health hazards along with monitoring of hazardous agents will be discussed in detail. Exposure control methods, medical monitoring, treatment and management will give the students knowledge in preventing exposure to hazardous substances.

Associates Degree Applicable

Course credit transfers to CSU.

ENVT 109
TRANSPORTATION OF HAZARDOUS MATERIALS 3 UNITS

PREREQUISITE: ENVT 105.

LECTURE: 3 hours per week.

Examination of hazardous materials, packaging requirements, and shipping regulations as they apply to the Department of Transportation (DOT), International Air Transport Association (IATA), and the International Maritime Organization (IMO). Focus will be on how to complete shipping papers, select and apply labels and markings, along with proper placarding and loading of transport vehicles.

Associate Degree Applicable

Course credit transfers to CSU.

ESCROW

See the Department of REAL ESTATE AND ESCROW

FAMILY AND CONSUMER SCIENCE

DIVISION:	Science and Math
DIVISION DEAN:	W. William Hughes, Ph.D.
DEPARTMENT HEAD:	Juliann Martin, M.A. North Hall 244 (909) 384-4457
OTHER FACULTY:	Susan Shimoff, M.S.
DIVISION SECRETARY:	Rose Garcia
DIVISION OFFICE:	Chemistry 121 (909) 384-8645
LIAISON COUNSELOR:	Linda Young, M.S. (909) 384-8980

The Family and Consumer Science (FCS) Department has an academic as well as a vocational orientation. The uniqueness of the FCS program is that the subject matter is applicable to a career as well as to the quality of life.

The department offers several opportunities to students seeking an Associate of Sciences degree. Specializations for these degrees are available in Family and Consumer Science and Dietetic Technician. Students planning to transfer to a four-year institution and major in family and consumer science or a related field should consult with a counselor regarding the transfer process and lower division requirements.

The department also offers courses to fulfill vocational certificates in Dietetic Aide and Service Supervisor.

FAMILY AND CONSUMER SCIENCE ASSOCIATE OF SCIENCE DEGREES

1. DIETETIC TECHNICIAN

To graduate with a specialization in Dietetic Technology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

The Dietetic Technician curriculum prepares students for careers in food/nutrition service operations at hospitals, nursing homes, schools, and community feeding programs. The technician will be able to perform such functions as supervision of food production, planning duty schedules for employees, writing menus, designing regular and modified diets, taking nutrition histories, teaching classes to patients and food service personnel, and giving diet instructions. Successful completion of the program qualifies graduates for certification by membership in the American Dietetic Association and in the American School Food Service Association. Certification as a registered Dietetic Technician authorizes use of the initial D.T.R. after the student's name. The Associate of Science degree curriculum is approved by the American Dietetic Association.

REQUIRED COURSES:	UNITS
FCS 160 Food Preparation	3
FCS 161 Quantity Food Preparation	3
FCS 162 Nutrition	3
FCS 225 Sanitation and Safety	3
FCS 235 Menu Planning	3
FCS 240 Purchasing	3
FCS 260 Modified Diets	3
FCS 262 Nutrition Care	4.5
FCS 264 Nutrition Management	3
FCS 290 Field Experience	2
FCS 292 Clinical Experience	4
RM 111x2 Restaurant Internship II	1.5
TOTAL UNITS	36

2. FAMILY AND CONSUMER SCIENCE

To graduate with a specialization in Family and Consumer Science, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

REQUIRED COURSES:	UNITS
FCS 130 Clothing Construction	3
FCS 132 Advanced Clothing Construction	3
FCS 148 Fashion Selection	3
FCS 160 Food Preparation	3
FCS 161 Quantity Food Preparation	3
FCS 162 Nutrition	3
TOTAL UNITS	18

RECOMMENDED COURSES:	UNITS
FCS 140 Textiles	3
FCS 180 Interior Design Fundamentals	3

FAMILY AND CONSUMER SCIENCE CERTIFICATES

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.

1. DIETETIC AIDE CERTIFICATE

The Dietetic Aid Certificate is designed to prepare students for entry-level employment in Dietetics.

REQUIRED COURSES:	UNITS
FCS 160 Food Preparation	3
FCS 161 Quantity Food Preparation	3
FCS 162 Nutrition	3
FCS 225 Sanitation and Safety	3
FCS 235 Menu Planning	3
FCS 240 Purchasing	3
FCS 260 Modified Diets	3
TOTAL UNITS	21

2. DIETETIC SERVICE SUPERVISOR CERTIFICATE

The Dietetic Service Supervisor Certificate is designed to prepare students for supervision of food production, writing menus, designing diets, teaching classes to food service personnel and giving diet instructions. Upon successful completion of the required courses, students will meet the California Department of Health Licensing Requirements for Dietetic Service Supervisor (DSS).

REQUIRED COURSES:	UNITS
FCS 160 Food Preparation	3
FCS 161 Quantity Food Preparation	3
FCS 162 Nutrition	3
FCS 225 Sanitation and Safety	3
FCS 240 Purchasing	3
FCS 260 Modified Diets	3
FCS 262 Nutrition Care	4.5
FCS 264 Nutrition Management	3

RECOMMENDED COURSES:

BUSAD 105 Small Business Management	3
TECALC 097 Technical Calculations	4
Or	
MATH 090 Elementary Algebra	(4)
TOTAL UNITS	25.5-32.5

*Effective SP03

COURSES OFFERED BY THE DEPARTMENT OF FAMILY AND CONSUMER SCIENCE:

FCS 001
CONSUMER IN THE COMMUNITY 1-3 UNITS

PREREQUISITE: None.

LECTURE: 1-3 hours per week.

Seminars on selected topics in the field of family and consumer sciences developed to address current issues and help consumers with everyday problems including the areas of personal and family finance and consumer education.

Associate Degree Applicable

FCS 030x2
COMPARATIVE SEWING TECHNIQUES 2 UNITS

PREREQUISITE: None.

LECTURE: 1 hour per week and

LABORATORY: 2 hours per week.

The study of sewing skills with emphasis on comparing different clothing construction techniques and their application to the specific pattern and fabric selected for students' projects. Includes discussion on selection of materials, equipment, and patterns. This course may be taken twice.

Associate Degree Applicable

*Effective FA02 only

FCS 030x2
SEWING TECHNIQUES 2 UNITS

PREREQUISITE: None.

LECTURE: 1 hour per week and

LABORATORY: 2 hours per week.

Sewing skills with emphasis on comparing different clothing construction techniques and their application to the specific pattern and fabric selected for student projects. Includes discussion on selection of materials, equipment, and patterns.

Associate Degree Applicable

*Effective SP03

FCS 032x2
ADVANCED COMPARATIVE SEWING TECHNIQUES 2 UNITS

PREREQUISITE: FCS 130.

LECTURE: 1 hour per week and

LABORATORY: 2 hours per week.

The study of advanced clothing construction principles with emphasis on complex construction techniques relating to intricate pattern styles and special fabrics, such as napped, striped, and one-way designs. This course may be taken twice.

Associate Degree Applicable

*Effective FA02 only

FCS 032x2
ADVANCED SEWING TECHNIQUES 2 UNITS

PREREQUISITE: FCS 130.

LECTURE: 1 hour per week and

LABORATORY: 2 hours per week.

Advanced clothing construction principles with emphasis on complex construction techniques relating to intricate pattern styles and special fabrics, such as napped, striped, and one-way designs.

Associate Degree Applicable

*Effective SP03

FCS 062
BASIC NUTRITION 2 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week.

Consumer oriented course emphasizing fundamental aspects of nutrition for the individual or the family. Topics include basic concepts of normal nutrition, good health, quality of food supply, consumer aspects of nutrition, diets and weight control, health food controversies and world food problems.

Associate Degree Applicable

FCS 101-102
ISSUES IN FAMILY AND CONSUMER SCIENCE 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

Special interest classes designed to upgrade and update information in the fields of Family and Consumer Science and consumer skills for teachers, teachers aides, parents, and professionals. Topics include innovations in fashion, clothing, interior design, nutrition, and merchandising.

Associate Degree Applicable

Course credit transfers to CSU.

FCS 108
PERSONAL FINANCE 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Preparation for managing personal finances including budgeting, borrowing, insurance, investments and home ownership. This course is also offered as BUSAD 108.

Associate Degree Applicable

Course credit transfers to CSU.

FCS 120x2
LABORATORY PREPARATION IN
FAMILY AND CONSUMER SCIENCE 1 UNIT

PREREQUISITE: One course in Family and Consumer Science.

LABORATORY: 3 hours per week.

Practical laboratory techniques designed to acquaint students with methods of collection and preparation of common materials used in Family and Consumer Science courses. This course may be taken twice.

Associate Degree Applicable

Course credit transfers to CSU.

FCS 130
CLOTHING CONSTRUCTION 3 UNITS

PREREQUISITE: None.

LECTURE: 1 hour per week and

LABORATORY: 6 hours per week.

The study of clothing construction principles with emphasis on developing and evaluating skills in custom and speed construction techniques, measuring and pattern selection, fabric selection, and clothing construction techniques. Designed for both beginning and experienced students.

Associate Degree Applicable

Course credit transfers to CSU.

**Effective FA02 only*

FCS 130
PRINCIPLES OF APPAREL CONSTRUCTION 3 UNITS

PREREQUISITE: None.

LECTURE: 1 hour per week and

LABORATORY: 6 hours per week.

Basic techniques in apparel construction including tools and equipment, body measurements, pattern selection and adjustments, fabric selection and preparation, fabric manipulation, construction techniques, standards of construction and fit, and construction of completed garments.

Associate Degree Applicable

Course credit transfers to CSU.

**Effective SP03*

FCS 132
ADVANCED CLOTHING CONSTRUCTION 3 UNITS

PREREQUISITE: FCS 030x2 or FCS 130.

LECTURE: 1 hour per week and

LABORATORY: 6 hours per week.

The study of advanced clothing construction principles with emphasis on complex construction techniques. Fabrics requiring special handling and intricate pattern designs will be evaluated as well as current practices in high fashion construction principles.

Associate Degree Applicable

Course credit transfers to CSU.

**Effective FA02 only*

FCS 132
ADVANCED PRINCIPLES OF APPAREL CONSTRUCTION 3 UNITS

PREREQUISITE: FCS 030x2 or FCS 130.

LECTURE: 1 hour per week and

LABORATORY: 6 hours per week.

Advanced clothing construction principles with the emphasis on complex apparel construction techniques. Includes the evaluation of fabrics requiring special handling and intricate pattern designs and discussion of current construction practices in high fashion.

Associate Degree Applicable

Course credit transfers to CSU.

**Effective SP03*

FCS 140
TEXTILES 3 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

The analysis of fabric qualities as related to fiber content, yarn structure, fabric structure, and fabric finish characteristics with an emphasis on care and suitability of fabrics for various uses.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): FCS6

FCS 148
FASHION SELECTION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

The study and application of the principles of design with emphasis on figure analysis, color selection and apparel coordination for men and women. Includes business etiquette and manners to improve image and self esteem, the psychological significance of fashion selection, and strategies for successful wardrobe planning for specific lifestyles and professional positions. This course is also offered as OIS 148.

Associate Degree Applicable

Course credit transfers to CSU.

CAN (California Articulation Number): FCS20

FCS 152
FASHION INDUSTRY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An overview of the fashion industry through the study of social and economical behavior related to the development of fashion, design, production, promotion, and distribution of clothing with an emphasis on the fashion industry of today.

Associate Degree Applicable

Course credit transfers to CSU.

FCS 153
FASHION MERCHANDISING 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

The study of the principles and techniques of merchandising especially pertinent to the fashion industry. Includes the psychological aspects of fashion consumption.

Associate Degree Applicable

Course credit transfers to CSU.

FCS 160
FOOD PREPARATION 3 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

Basic knowledge of food science and proficiency in food preparation techniques. Emphasizes nutritional values, food safety, sanitation, and food product standards. This course is also offered as RM160.

Associate Degree Applicable

Course credit transfers to CSU.

CAN (California Articulation Number): FCS8

*Effective FA02 only

FCS 160
INTRODUCTION TO FOODS 3 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

Introduction to food science principles and food preparation techniques. Emphasis on ingredient functions and interactions; technique, production and sensory evaluation standards, food safety, sanitation, nutrient values, and food presentation This course is also listed as RM160.

Associate Degree Applicable

Course credit transfers to CSU.

CAN (California Articulation Number): FCS8

*Effective SP03

FCS 161
QUANTITY FOOD PREPARATION 3 UNITS

PREREQUISITE: FCS 160 or RM 160.

LECTURE: 3 hours per week.

Introduction to the scientific theory of the application of heat, and the changes that take place in food during the cooking process. Includes handling of kitchen tools and equipment, analysis of budgets, and the proper techniques of preparing food for quantity production. This course is also offered as RM/FS 161.

Associate Degree Applicable

Course credit transfers to CSU.

*Effective FA02 only

FCS 161
QUANTITY FOOD PREPARATION 3 UNITS

PREREQUISITE: FCS 160 or RM 160.

LECTURE: 3 hours per week.

Introduction to the scientific theory of the application of heat, and the changes that takes place in food during the cooking process. Includes handling of kitchen tools and equipment, analysis of budgets, and the proper techniques of preparing food for quantity production. This course is also offered as RM/FS 161.

Associate Degree Applicable

Course credit transfers to CSU.

*Effective SP03

FCS 162
NUTRITION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Scientific concepts of nutrition relating to the functioning of nutrients in the basic life processes. Emphasis on individual needs, food sources of nutrients, and current nutritional issues.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): FCS2

*Effective FA02

FCS 162
NUTRITION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Scientific concepts of nutrition relating to the functioning of nutrients in the basic life processes. Emphasis on individual needs, food sources of nutrients, current nutritional issues and diet analysis.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): FCS2

*Effective SP03

FCS 180
INTERIOR DESIGN FUNDAMENTALS 3 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

The study and application of the elements and principles of color and design, space planning, and decorative materials including consumer and socioeconomic considerations.

Associate Degree Applicable

Course credit transfers to CSU.

FCS 182
INTERIOR DESIGN SOURCES AND RESOURCES:
FLOOR COVERINGS 1 UNIT

PREREQUISITE: FCS 180.

LECTURE: .5 hour per week and

LABORATORY: 1.5 hours per week.

Analysis of the physical characteristics of the products used for floor coverings including hard, resilient, and soft materials. Emphasis on comparative evaluation of cost, upkeep, and aesthetics of currently marketed products.

Associate Degree Applicable

Course credit transfers to CSU.

FCS 183
INTERIOR DESIGN SOURCES AND RESOURCES:
WINDOW COVERINGS 1 UNIT

PREREQUISITE: FCS 180.

LECTURE: .5 hour per week and

LABORATORY: 1.5 hours per week.

Analysis of the physical characteristics of the products used for window coverings including hard and soft treatments. Emphasis on comparative evaluation of cost, upkeep, thermal properties and aesthetics of currently marketed products.

Associate Degree Applicable

Course credit transfers to CSU.

- FCS 184
INTERIOR DESIGN SOURCES AND RESOURCES:
WALL TREATMENTS 1 UNIT
PREREQUISITE: FCS 180.
LECTURE: .5 hour per week and
LABORATORY: 1.5 hours per week.
Analysis of the physical characteristics of the products used for wall coverings including nonresilient and resilient wall coverings. Emphasis on aesthetics, upkeep, thermal properties, and comparative costs. Includes design principles and style compatibility.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 198
FAMILY AND CONSUMER SCIENCE
WORK EXPERIENCE 1-4 UNITS
PREREQUISITE: None.
Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 222
SPECIAL PROBLEMS IN
FAMILY AND CONSUMER SCIENCE I 1 UNIT
PREREQUISITE: One class in Family and Consumer Science.
INDEPENDENT STUDY: 3 hours per week.
Assigned problems involving library and laboratory work for selected students who are interested in furthering their knowledge of family and consumer science on an independent study basis. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 225
SANITATION AND SAFETY 3 UNITS
PREREQUISITE: FCS 160 or RM/FS 101 or RM 160.
LECTURE: 3 hours per week.
Sanitation and safety as these effect the individual and the operation with a focus on prevention and control of problems encountered in client and employee safety and sanitation. Includes accidents, fire prevention, security maintenance and foodborne illnesses. This course is also offered as RM/FS 225.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 235
MENU PLANNING 3 UNITS
PREREQUISITE: FCS 160 or RM/FS 101 or RM 160.
LECTURE: 3 hours per week.
Principles of menu planning with emphasis on development, types, organization and significance of menus. Includes cost and pricing of menu items, and current legislation regarding truth in advertising. This course is also offered as RM 235.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 240
PURCHASING 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.
Policies, procedures, controls and their implementation in purchasing merchandise and supplies including food, beverage, equipment, service-ware, furniture, fixtures, and contract services. Students write and analyze reports of purchasing procedures, manuals, and receiving reports. This course is also offered as RM/FS 240.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 260
MODIFIED DIETS 3 UNITS
PREREQUISITE: FCS 162.
LECTURE: 3 hours per week.
The principles of nutrition relating to modified diets used in the treatment of abnormal physical conditions with an emphasis on the rationale for the diet and how these modifications will improve the patient's condition.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 262
NUTRITION CARE 4.5 UNITS
PREREQUISITE: FCS 162.
COREQUISITE: FCS 260.
LECTURE: 2 hours per week and
FIELD WORK: 150 hours total.
The integration of academic knowledge and clinical field experience in dietary health care including nutrition care, dietary evaluation, education, and case studies.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 264
NUTRITION MANAGEMENT 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.
Planning and coordinating the operation of a food service system within the policies of an organization including the staffing, training, procedures, and responsibilities for financial planning and cost control.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 290
FIELD EXPERIENCE 2 UNITS
PREREQUISITE: FCS 260.
FIELD WORK: 120 hours total.
Supervised experience in an acute care medical facility. Rotation through the various job responsibilities of the technician assessing the progress of the patient through diet histories, nutritional analysis, and routine diet modifications.
Associate Degree Applicable
Course credit transfers to CSU.
- FCS 292
CLINICAL EXPERIENCE 3 UNITS
PREREQUISITE: FCS 262.
FIELD WORK: 180 hours total.
Supervised experience in an acute care medical facility. Rotation through the various job responsibilities of the technician assessing the progress of the patient through diet histories, nutritional analysis, and routine diet modifications.
Associate Degree Applicable
Course credit transfers to CSU.

FASHION MERCHANDISING

See the Department of FAMILY AND CONSUMER SCIENCE

FLOOR

DIVISION: Technical
 DIVISION DEAN: Thomas Bauman, M.S.C.
 DEPARTMENT HEAD: William Clark, Ed.D.
 (909) 384-8504
 DIVISION SECRETARY: Patsy Martinez
 (909) 384-8902
 DIVISION OFFICE: Technical Building, Room 108
 (909) 384-4451
 LIAISON COUNSELOR: George Fleming, M.S.
 (909) 384-8975

FLOOR 010A
 FLOORING INSTALLATION: CARPET 1 UNIT

PREREQUISITE: None.

LECTURE: .50 hour per week and

LABORATORY: 1.50 hours per week.

Theory and practical application of techniques for installation of carpet, including methods of measuring, selecting appropriate products and cutting techniques. Employment in the industry will also be addressed.

Associate Degree Applicable

FLOOR 010B
 FLOORING INSTALLATION: SHEET VINYL, VINYL TILE
 AND COMPOSITION TILE 1 UNIT

PREREQUISITE: None.

LECTURE: .50 hour per week and

LABORATORY: 1.50 hours per week.

Theory and practical application of techniques for installation of sheet vinyl, vinyl tile, and composition tile, including methods of measuring, selecting appropriate products and cutting techniques. Employment in the industry will also be addressed.

Associate Degree Applicable

FLOOR 010C
 FLOORING INSTALLATION: CERAMIC TILE 1 UNIT

PREREQUISITE: None.

LECTURE: .50 hour per week and

LABORATORY: 1.50 hours per week.

Theory and practical application of techniques for installation of ceramic tile, including methods of measuring, selecting appropriate products and cutting techniques. Employment in the industry will also be addressed.

Associate Degree Applicable

FLOOR 010D
 FLOORING INSTALLATION: WOOD FLOOR AND
 LAMINATE 1 UNIT

PREREQUISITE: None.

LECTURE: .50 hour per week and

LABORATORY: 1.50 hours per week.

Theory and practical application of techniques for installation of wood floor and laminate, including methods of measuring, selecting appropriate products and cutting techniques. Employment in the industry will also be addressed.

Associate Degree Applicable

FLOOR 011Ax3
 FLOORING INSTALLATION: CARPET LABORATORY .50 UNIT

PREREQUISITE: FLOOR 010A.

LABORATORY: 1.50 hours per week.

Practical application of techniques for installation of carpet, including methods of measuring, selecting appropriate products and installation.

Associate Degree Applicable

FLOOR 011Bx3
 FLOORING INSTALLATION: VINYL AND COMPOSITION
 FLOOR LABORATORY .50 UNIT

PREREQUISITE: FLOOR 010B.

LABORATORY: 1.50 hours per week.

Practical application of techniques for installation of sheet vinyl, vinyl tile and composition tile, including methods of measuring, selecting appropriate products and installation. Employment in the industry will also be addressed.

Associate Degree Applicable

FLOOR 011Cx3
 FLOORING INSTALLATION: CERAMIC TILE
 LABORATORY .50 UNIT

PREREQUISITE: FLOOR 010C.

LABORATORY: 1.50 hours per week.

Practical application of techniques for installation of ceramic tile, including methods of measuring, selecting appropriate products and installation. Employment in the industry will also be addressed.

Associate Degree Applicable

FLOOR 011Dx3
 FLOORING INSTALLATION: WOOD FLOOR AND
 LAMINATE LABORATORY .50 UNIT

PREREQUISITE: FLOOR 010D.

LABORATORY: 1.50 hours per week.

Practical application of techniques for installation of wood floor and laminate, including methods of measuring, selecting appropriate products and installation. Employment in the industry will be also be addressed.

Associate Degree Applicable

FOOD SERVICE

See the Department of RESTAURANT MANAGEMENT/
 FOOD SERVICE

FRENCH

DIVISION:	Humanities
INTERIM DIVISION DEAN:	Robert Rippy, M.F.A.
DEPARTMENT HEAD:	Susan Spagna, Ph.D. North Hall 204 (909) 384-8543
OTHER FACULTY:	Antonio Duarte, M.A. Nori Mejia, M.A. Jeff Schmidt, M.A.
DIVISION SECRETARIES:	Kelly Adcock North Hall 240 (909) 384-8906 To Be Announced Liberal Arts 217 (909)384-8633
LIAISON COUNSELOR:	Juan Zepeda, M.S.C. (909) 384-8976

The ever-increasing role that the United States takes in global affairs, international trade, and the growing numbers of immigrants dictate the need for knowledge of a modern foreign language. The primary objective of the Modern Languages Department is communication at an acceptably correct level with an understanding of culture.

Teaching methods incorporate critical thinking activities and include the direct oral approach, lectures and language laboratory assignments. Courses are offered in American Sign Language, French, and Spanish.

Students planning to transfer to a four-year institution and major in a modern language should consult with a counselor regarding the transfer process and lower division requirements. Positions for which four-year graduates in modern languages are qualified are teaching, business, foreign services, law enforcement, nursing, hospitality services, and secretarial services.

COURSES OFFERED BY THE
DEPARTMENT OF MODERN LANGUAGES:

FRENCH 015
CONVERSATIONAL FRENCH I 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Designed for students who wish to learn to communicate orally in the French language for the purposes of personal pleasure or business, this course focuses on conversation skills rather than the formal study of grammar.

Associate Degree Applicable

FRENCH 101
COLLEGE FRENCH I 5 UNITS

PREREQUISITE: None.

LECTURE: 5 hours per week.

An introduction to French designed to acquaint students with the basic structure and pronunciation of French through practice in speaking, reading, and writing. Emphasis on present tense.

Associate Degree Applicable

Course credit transfers to CSU and UC.

FRENCH 102
COLLEGE FRENCH II 5 UNITS

PREREQUISITE: FRENCH 101.

LECTURE: 5 hours per week.

A continuation of FRENCH 101; further study of the basic structure and pronunciation of French through practice in speaking, reading, and writing. Emphasis on past tense and adverbial clauses.

Associate Degree Applicable

Course credit transfers to CSU and UC.

FRENCH 103
COLLEGE FRENCH III 4 UNITS

PREREQUISITE: FRENCH 102.

LECTURE: 4 hours per week.

A continuation of FRENCH 102; further study of the basic structure and pronunciation of French through practice in speaking, reading, and writing. Emphasis on passive voice.

Associate Degree Applicable

Course credit transfers to CSU and UC.

FRENCH 104
COLLEGE FRENCH IV 4 UNITS

PREREQUISITE: FRENCH 103.

LECTURE: 4 hours per week.

A continuation of FRENCH 103; further study of the basic structure and pronunciation of French through practice in speaking, reading, and writing. Emphasis on composition and literature.

Associate Degree Applicable

Course credit transfers to CSU and UC.

GEOGRAPHIC INFORMATION
SYSTEMS

DIVISION:	Business and Information Technology
DIVISION DEAN:	Margaret Ortiz, M.A.
DEPARTMENT HEAD:	Vernon Stauble, Ph.D. Business 200C (909) 384-8915
DIVISION SECRETARY:	Chris Williams
DIVISION OFFICE:	Business 101 (909) 384-8908
LIAISON COUNSELOR:	Wilma Cochrane, M.A. (909) 384-8986

GEOGRAPHIC INFORMATION SYSTEMS
CERTIFICATE

The GIS Certificate is designed to provide the skills and knowledge necessary for immediate entry-level employment for persons interested in Geographic Information Systems (GIS) and automated mapping technology. The certificate also provides the needed upgrading and retraining of current employees in this rapidly expanding technological field.

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.

REQUIRED COURSES:	UNITS
GIS 130 Introduction to Geographic Information Systems (GIS)	3
GIS 131 GIS Applications	3
GIS 133 GIS Cartography and Base Map Development	3
GIS 135 Spatial Analysis with GIS	3
GIS 136 GIS for Science, Government and Business	3
Or	
GIS 137 Advanced GIS Applications	(3)
GIS 139 Global Positioning Systems (GPS) Field Techniques	1
Or	
GIS 150 GIS Internship	(1)
TOTAL UNITS	16

COURSES OFFERED BY THE DEPARTMENT OF GEOGRAPHIC INFORMATION SYSTEMS (GIS):

GIS 130
INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS) 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the fundamentals of Geographic Information Systems (GIS) including the history of automated mapping. Includes a brief introduction to basic cartographic principles, an in-depth review of the hardware and software used in GIS, and various applications of GIS technology in environmental science, business and government.

Associate Degree Applicable

Course credit transfers to CSU and UC.

GIS 131
GIS APPLICATIONS 3 UNITS

PREREQUISITE: CSYS 101.

DEPARTMENTAL ADVISORY: GIS 130.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

Survey of the fundamentals of Geographic Information Systems (GIS) including hands-on experience in hardware and software elements used in GIS, vector-based data structures using ArcView, and raster-based data structures using ArcView Spatial Analysis Module.

Associate Degree Applicable

Course credit transfers to CSU.

GIS 133
GIS CARTOGRAPHY AND BASE MAP DEVELOPMENT 3 UNITS

PREREQUISITE: GIS 131.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

A comprehensive study of Geographic Information Systems (GIS) cartographic principles, data acquisition methods used in map production, and methods of base map development. Includes an in-depth study of cartography, such as history, principles, map projections, scales, and map accuracy; methods of data acquisition, such as basic principles used in remote sensing, aerial images and the use of Global Positioning System (GPS) in the field for map feature location; techniques of GIS base map development, such as scanning, digitizing and coordinate geometry; and the production of professional quality maps using Arc View software.

Associate Degree Applicable

Course credit transfers to CSU.

GIS 135
SPATIAL ANALYSIS WITH GIS 3 UNITS

PREREQUISITE: GIS 131.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

An introduction to spatial analysis including the use of the principles of statistics in analysis of geographically referenced data; sampling strategies for data used in Geographic Information Systems (GIS) using raster and vector data structures; comparisons of conventional and geostatistical estimation techniques; single and multilayer statistical operations including classification, coordination, and modeling analysis. Emphasis on application and interpretation of spatial analyses and problems in spatial correlation.

Associate Degree Applicable

Course credit transfers to CSU.

GIS 136
GIS FOR SCIENCE, GOVERNMENT AND BUSINESS 3 UNITS

PREREQUISITE: GIS 135.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

An in-depth survey of the uses of Geographic Information Systems (GIS) techniques in science (geography, geology, oceanography, archeology and meteorology), government (city, county, state and federal) and business. Topics include data acquisition, accuracy, analysis, presentation techniques and legal issues for various GIS applications. Students produce a GIS project, including hardware and software requirements, methods of data acquisition, formulation of data standards, data structure, database features and attributes, metadata standards, methods of base map development, cost benefits analysis and generation of presentation-quality map layouts specific to their chosen GIS application.

Associate Degree Applicable

Course credit transfers to CSU.

GIS 137
ADVANCED GIS APPLICATIONS 3 UNITS

PREREQUISITE: GIS 135.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

Hands-on training in advanced applications of Geographic Information Systems (GIS) using ArcView and ArcInfo, and a review of Avenue programming for customizing ArcView. Add-on modules extend the analytical capabilities of ArcView and allow input of map features and conversion of feature themes from raster to vector. Includes spatial analysis of slope and aspect maps, neighborhood and zone analysis; problem-solving techniques for geographic networks (point to point routing) or closest points; and use of ArcView and ArcInfo software to produce professional quality documents for use in spatial analysis and decision-making.

Associate Degree Applicable

Course credit transfers to CSU.

GIS 139
GLOBAL POSITIONING SYSTEMS (GPS) FIELD TECHNIQUES 1 UNIT

PREREQUISITE: None.

LABORATORY: 3 hours per week.

An introduction to the use of a hand-held Global Positioning System (GPS) unit in the field including terminology; hardware; basic techniques of determining location; completion of a traverse using a GPS and a topographic map; and applications of GPS data in Geographic Information Systems.

Associate Degree Applicable

Course credit transfers to CSU.

GIS 150
GIS INTERNSHIP 1 UNIT

PREREQUISITE: GIS 135.

LABORATORY: 5 hours per week.

A directed field study program in which students apply classroom instruction to real-world Geographic Information Systems (GIS) projects in a business or government agency. Students meet periodically with their advisor, complete interim reports and present a final report.

Associate Degree Applicable

Course credit transfers to CSU.

GEOGRAPHY

DIVISION: Science and Math
DIVISION DEAN: W. William Hughes, Ph.D.
DEPARTMENT HEAD: Robert M. Petersen, Ph.D.
Chemistry 112
(909) 384-8653
OTHER FACULTY: Stephen Sandlin, Ph.D.
DIVISION SECRETARY: Rose Garcia
DIVISION OFFICE: Chemistry 121
(909) 384-8645
LIAISON COUNSELOR: Diana Rodriguez, M.A.
(909) 384-8950
(909) 384-8234

The environmental science of geography examines both physical and cultural landscapes. Geography includes the study of all forces of nature and the consequences of those forces: 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 requirement for the associate degree, prepare students for majoring in geography at a four-year institution, and supplement other studies for students interested in careers in environmental studies, education, engineering, and architecture. 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.

GEOGRAPHY ASSOCIATE OF SCIENCE DEGREE

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).

REQUIRED COURSES:	UNITS
GEOG 102 Cultural Geography	3
GEOG 106 Natural Resources and Conservation	3
GEOG 110 Physical Geography	3
GEOG 111 Physical Geography Laboratory	1
or	
GEOG 285 Honors in Physical Geography	(1)
GEOG 114 Weather and Climate	4
GEOG 120 World Regional Geography	3
Any Economics Course	(3)
or	
Any Statistics Course	(3)
or	
Any GIS Course	(3)
TOTAL UNITS	20

COURSES OFFERED BY THE DEPARTMENT OF GEOGRAPHY:

GEOG 102
CULTURAL GEOGRAPHY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the interrelationship of people and the land. Includes population trends, regional analysis and livelihood patterns. Emphasis on historical development and diffusion of agriculture, languages, religions, and cities.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): GEOG4

GEOG 106
THE ENVIRONMENT, NATURAL RESOURCES
AND CONSERVATION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A non-traditional and revised examination of the origins, nature and restrictions relating to world resources in light of continuing expansion of demand for basic materials including energy, metals, water, open space, soils and biologic resources. Emphasis on value considerations and social institutions as they relate to allocation decisions and environmental regulation.

Associate Degree Applicable

Course credit transfers to CSU and UC.

GEOG 110
PHYSICAL GEOGRAPHY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Basic physical elements of geography, especially climate, landforms, water, soils, native animal life and natural vegetation, and their interrelationships and patterns of distribution on a world basis.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): GEOG110 + GEOG111 = GEOG6

GEOG 111
PHYSICAL GEOGRAPHY LABORATORY 1 UNIT

COREQUISITE: GEOG 110 (May be taken previously)

LABORATORY: 3 hours per week.

Laboratory companion for various lecture courses in geography. May be taken during the same semester as the lecture courses or be taken after completing the lecture course.

Associate Degree Applicable

Course credit transfers to CSU and UC.

Limited transfer to UC; contact a counselor for details.

GEOG 114
WEATHER AND CLIMATE 4 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week and

LABORATORY: 3 hours per week.

The earth's atmospheric phenomena with special reference to the causes and regional distribution of weather and climate, both past and present.

Associate Degree Applicable

Course credit transfers to CSU and UC.

GEOG 120
WORLD REGIONAL GEOGRAPHY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to world geography emphasizing the nature of major world cultural regions, their social structure, religions, government, and economics.

Associate Degree Applicable

Course credit transfers to CSU and UC.

GEOG 222
INDEPENDENT STUDY IN GEOGRAPHY 1-3 UNITS

PREREQUISITE: GEOG 102 or GEOG 110.

INDEPENDENT STUDY: 3-9 hours per week.

Assigned projects involving research, laboratory work, or directed study for selected students who are interested in furthering their knowledge of geography on an independent study basis. For each unit earned students are required to devote three hours per week throughout the semester. Enrollment limited to those who meet independent study criteria. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU and UC.

Limited transfer to UC; contact a counselor for details.

GEOG 285
HONORS IN PHYSICAL GEOGRAPHY LABORATORY 1 UNIT

PREREQUISITE: None.

COREQUISITE: GEOG 110 (May be taken previously).

LABORATORY: 3 hours per week.

An experiential in-depth supplement specifically designed for the average student. This is an interactive laboratory experience examining the earth's atmosphere and weather, soil and sediments, landforms, vegetation and rocks. Maps and remotely sensed imagery will be studied and used. Lecture material given in Introduction to Physical Geography (GEOG 110) will be enhanced and research techniques and methodologies explored. Satisfies the Physical Geography Laboratory requirement.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

GEOLOGY

DIVISION: Science and Math
 DIVISION DEAN: W. William Hughes, Ph.D.
 DEPARTMENT HEAD: Susan Bangasser, Ph.D.
 DIVISION SECRETARY: Rose Garcia
 DIVISION OFFICE: Chemistry 121
 (909) 384-8645
 LIAISON COUNSELOR: Diana Rodriguez, M.A.
 (909) 384-8950
 (909) 384-8234

The Geology Department offers courses which examine the earth's history, structure, and economic resources. These courses meet the needs for (1) students planning to transfer to a four-year institution and prepare for a career in geology or related fields, (2) students fulfilling the undergraduate general education science requirement, and (3) students who wish to better understand the planet on which we live.

The first course in geology offers the following laboratory option: Students may enroll in GEOL 100, a four-unit course which includes a laboratory, or they may enroll in GEOL 101, a three-unit course without a laboratory. All remaining courses offered by the Geology Department require that students have completed either GEOL 100 or GEOL 101 or an equivalent course in geology.

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.

GEOLOGY ASSOCIATE OF SCIENCE DEGREE

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).

REQUIRED COURSES:	UNITS
CHEM 150 General Chemistry I	5
CHEM 151 General Chemistry II	5
GEOL 100 Physical Geology	4
GEOL 201 Mineralogy	4
GEOL 200 Rocks and Rock Minerals	4
MATH 250 Single Variable Calculus I	4
MATH 251 Single Variable Calculus II	4
PHYSIC 150A Physics for the Life Sciences I	5
PHYSIC 150B Physics for the Life Sciences II	5
Eight units from the list of RECOMMENDED COURSES	8
TOTAL UNITS	48

RECOMMENDED COURSES:	UNITS
GEOL 112 Historical Geology	4
GEOL 122 Environmental Geology	3
GEOL 170x4 Geologic History of the Great Basin	1
GEOL 250 Geology of California	3
GEOL 251 Geology of the National Parks and Monuments	3
GEOL 260 Introduction to Field Geology	2
GEOL 270x4 Geology of the Eastern Sierra Nevada	1

COURSES OFFERED BY THE DEPARTMENT OF GEOLOGY:

GEOL 100
PHYSICAL GEOLOGY 4 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.

An introduction to the study of the earth with emphasis on the materials that make up the earth; plate tectonics, the process that created the continents and the ocean basins; and the processes that change the landscape. Laboratory study is closely coordinated with the lecture.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

CAN (California Articulation Number): GEOL 2

GEOL 101
INTRODUCTION TO PHYSICAL GEOLOGY 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.

An introduction to the study of the earth with emphasis on the materials that make up the earth; plate tectonics; the process that created the continents and the ocean basins; and the processes that change the landscape. Laboratory study is closely coordinated with the lecture.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

- GEOL 111**
INVESTIGATIONS IN PHYSICAL GEOLOGY 1 UNIT
PREREQUISITE/COREQUISITE: GEOL 101.
LABORATORY: 3 hours per week.
DEPARTMENTAL ADVISORY: ENGL 015 or eligibility for ENGL 101 as determined through the SBVC assessment process.
 The laboratory portion of GEOL 100. Students who have completed GEOL 101 may enroll in GEOL 111 to complete the requirement for a physical science with a laboratory.
Associate Degree Applicable
Course credit transfers to CSU.
Limited transfer to UC; contact a counselor for details.
- GEOL 112**
HISTORICAL GEOLOGY 4 UNITS
PREREQUISITE: GEOL 100 or 101.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.
 Geologic history of the earth including chronological development of major continental features, plate tectonics, and sea floor spreading, interpretation of earth history from rock and fossil records, and evolutionary development of plant and animal life. Field trips required.
Associate Degree Applicable
Course credit transfers to CSU and UC.
CAN (California Articulation Number): GEOL4
- GEOL 122**
ENVIRONMENTAL GEOLOGY 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.
 A survey of the relationships between 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 of geologic nature associated with massive urbanization.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- GEOL 170X4**
GEOLOGIC HISTORY OF THE GREAT BASIN 1 UNIT
PREREQUISITE: GEOL 100 or 101.
LECTURE: .5 hour per week and
LABORATORY: 24 hours during a four-day field trip.
 Discussion and observation of the physical and historical geology of the Great Basin province of the United States with specific emphasis on the geology of the Death Valley National Monument. Course work will include a series of lectures preparatory to a four-day field trip through parts of the Great Basin in and around Death Valley. Students must attend the field trip for successful completion of the course.
Associate Degree Applicable
Course credit transfers to CSU.
- GEOL 200**
ROCKS AND ROCK MINERALS 4 UNITS
PREREQUISITE: GEOL 100 or 101.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.
 An introduction to the techniques of field identification of the principal rocks and rock-forming minerals through hand specimen examination. Discussions of the major classes of rocks and their origins. Field trips are an integral part of the class.
Associate Degree Applicable
Course credit transfers to CSU.
Limited transfer to UC; contact a counselor for details.
- GEOL 201**
MINERALOGY 4 UNITS
PREREQUISITE: CHEM 101.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.
 Identification of minerals through chemical tests, physical properties, spectroscopic, optical and x-ray diffraction analysis. The study of crystal structures with models, natural crystals, and stereographic projection.
Associate Degree Applicable
Course credit transfers to CSU.
Limited transfer to UC; contact a counselor for details.
- GEOL 222**
INDEPENDENT STUDY IN GEOLOGY 1-3 UNITS
PREREQUISITE: GEOL 100 or 101.
INDEPENDENT STUDY: 3-9 hours per week.
 Assigned problems involving research, laboratory work or directed study for selected students who are interested in furthering their knowledge of geology on an independent study basis. For each unit earned, students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.
Associate Degree Applicable
Course credit transfers to CSU.
Limited transfer to UC; contact a counselor for details.
- GEOL 250**
GEOLOGY OF CALIFORNIA 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.
 Physical and historical geology of California emphasizing the distinctive geologic features of each of California's twelve geomorphic provinces.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- GEOL 251**
GEOLOGY OF THE NATIONAL PARKS AND MONUMENTS 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.
 A study of the geology of selected National Parks and Monuments of the United States with emphasis on the geologic processes which formed them. Field trips are offered.
Associate Degree Applicable
Course credit transfers to CSU.
- GEOL 260**
INTRODUCTION TO FIELD GEOLOGY 2 UNITS
PREREQUISITE: GEOL 100 or 101.
LECTURE: 1 hour per week and
LABORATORY: 3 hours per week.
 Demonstration, discussion and practice of field investigations of geologic environments involving describing, mapping, and identifying geologic phenomena. Field studies are required.
Associate Degree Applicable
Course credit transfers to CSU and UC.

GEOL 270x2
GEOLOGY OF THE EASTERN SIERRA NEVADA 1 UNIT
PREREQUISITE: *GEOL 100 or 101.*

LECTURE: *.5 hour per week and*

LABORATORY: *24 hours during a field trip.*

Physical and historical geology of the Eastern Sierra Nevada Province with emphasis on the volcanic and glacial features in and around Mammoth-Mono Lakes region. Course work is a series of lectures preparatory to a field trip along the eastern margin of the Sierra Nevada. Students must attend the field trip for successful completion of the course. This course may be taken twice.

Associate Degree Applicable

Course credit transfers to CSU.

HEALTH EDUCATION

See the Department of
PHYSICAL EDUCATION AND ATHLETICS

HISTORY

DIVISION:	Social Science and Organizational Development
DIVISION DEAN:	Troy Sheffield, Ed.D.
DEPARTMENT HEAD:	Colleen Calderon, M.A.
OTHER FACULTY:	Edward Gomez, M.A.
DIVISION SECRETARY:	Laura Cross
DIVISION OFFICE:	Liberal Arts 122 (909) 384-8603
LIAISON COUNSELOR:	Laura Gomez-Guillen, M.A. (909) 384-8979

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.

COURSES OFFERED BY THE DEPARTMENT OF HISTORY:

HIST 100
HISTORY OF THE UNITED STATES: FROM COLONIAL
TIMES TO THE CIVIL WAR 3 UNITS
PREREQUISITE: *None.*
LECTURE: *3 hours per week.*

General survey of the history of the United States with an emphasis on political, economic, social and cultural developments from the discovery of the United States through the Civil War and Reconstruction period.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): HIST 8

HIST 101
HISTORY OF THE UNITED STATES: FROM THE 1890'S
TO THE PRESENT 3 UNITS

PREREQUISITE: *None.*

LECTURE: *3 hours per week.*

General survey of the history of the United States with an emphasis on political, economic, social and cultural developments during the late 19th and 20th centuries.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): HIST 10

HIST 107
THE UNITED STATES AND
THE NORTH AMERICAN INDIANS 3 UNITS

PREREQUISITE: *None.*

LECTURE: *3 hours per week.*

A systematic survey of North American Indian groups, from their prehistoric roots to the present. Includes their place in American history, U.S. Government policies and regulation, and future prospects for North American Indians. This course is also offered as ANTHRO 107.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 124
CIVIL WAR AND RECONSTRUCTION 3 UNITS

PREREQUISITE: *None.*

LECTURE: *3 hours per week.*

Study of the causes, nature, course and consequences of the Civil War with special focus on American leaders, institutions and values.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 126
HISTORY OF THE AMERICAN WEST 3 UNITS

PREREQUISITE: *None.*

LECTURE: *3 hours per week.*

An examination of major topics and issues in the United States history concerning the conquest, expansion and development of the West. The focus will be on critically analyzing major events and key themes, beginning with an analysis of the original inhabitants in the region, the purchasing and fighting to obtain greater amounts of land by the United States, the cultural clashes between new and old inhabitants, the railroad and the closing of the frontier, immigrants and their role in Westward expansion, and current ecological challenges. A special emphasis will also be given to the roles of women, African-Americans, ethnic immigrants like the German, Irish, and Chinese-Americans, and various Native Americans.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 135
RELIGION IN AMERICA 3 UNITS

PREREQUISITE: *None.*

LECTURE: *3 hours per week.*

Principal figures, groups, issues and trends in religion from colonial times to the present including such topics as the Puritans, the growth of religious liberty in America; religion and social protest; the African-American religious experience; Catholics, Protestants and Jews, and contemporary religious phenomena. This course is also offered as RELIG 135.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 137
ETHNIC MINORITIES IN UNITED STATES HISTORY 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to United States history focusing on the experiences of ethnic minorities that spans from the early colonial period to the present. This course chronologically presents previously unseen and unheard minorities and their experiences through major social, political and economic changes in United States history. The course highlights ethnic groups, such as African-Americans, Native Americans, Jews, Irish-Americans, Asian Americans, Latinos and others as active participants in the creation of our nation.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 138
AFRICAN-AMERICAN HISTORY I 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

An historical survey of African-Americans with emphasis on their origin, slave experience, cultural transplantation, participation in the American Revolution, and their march toward freedom during the Civil War and Reconstruction.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 139
AFRICAN-AMERICAN HISTORY II 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

An historical survey of Black Leadership in America since the 17th Century with emphasis on the changing nature of the African-American community, the Civil Rights struggle, Black Nationalism, and the rise of Black politics in our contemporary society.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 140
CHICANO HISTORY 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

An overview of the heritage of Mexican-Americans from its Spanish and Indian origins to the Chicano movement. This course will compare and contrast the Chicano experience to those of other racial and ethnic groups in American society, emphasizing the period since 1845.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 145
HISTORY OF CALIFORNIA 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

A survey of California history from the Colonial times to the present including its diverse social, political, economic, racial and cultural make-up and development.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 150
INTRODUCTION TO LATIN AMERICAN HISTORY 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

An introductory survey of Latin American history that begins with an overview of the region's Iberian and American roots and surveys the major historical trends and events through recent times. Includes the impact of the encounter between European and American societies; the formation of colonial societies; the independence struggles; the integration of Latin America in the world economy; revolutionary movements in the 20th century; and the relations between the United States and Latin America.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 153
HISTORY OF MEXICO 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

Survey study of the development of Mexico from its early agrarian, colonial beginning to its present industrial growth with an emphasis on Mexico's cultural, social and political changes.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 160
HISTORY OF WESTERN CIVILIZATION:
ANCIENT TIMES TO 1600 A.D. 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the historical roots and development of Western Civilization from the Neolithic Age to the Renaissance. Includes the rise of Mediterranean civilization; the classical societies of Greece and Rome; the spread of Christianity; medieval European political, social and cultural achievements; and the European Renaissance.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 161
HISTORY OF WESTERN CIVILIZATION:
1600 A.D. TO THE PRESENT 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the history of Western Civilization from the Reformation to the present time. Includes the rise of the modern state system; the religious, political, scientific and technological revolutions and the cultural changes that accompany them; and the development of nationalism/imperialism and their economic/ideological foundations.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 170
WORLD CIVILIZATIONS TO 1500 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

Explores the origin and development of civilizations in Europe, the Americas, Africa, the Near East and East Asia. Using a global perspective and a comparative approach between the world's major civilizations, students will examine social structure and daily life, evolution of complex political systems, cultural values and economic development to 1500.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): HIST14

HIST 171
WORLD CIVILIZATIONS SINCE 1492 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Survey of the modern world from 1500 to the present. The course emphasizes the unique characteristics of world cultures as they entered into a critical period of increasing interaction, a process that led to the shaping of the modern world. Specific themes include religious, economic and political revolution; the development of modern science; industrialism; imperialism; rise and fall of super powers: colonization and de-colonization, fascism, communism, world wars, and contemporary history.

Associate Degree Applicable

Course credit transfers to CSU and UC.

HIST 180
AFRICAN CIVILIZATION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A general survey of the history of Africa from the early Nile Valley civilizations to the twentieth century.

Associate Degree Applicable

Course credit transfers to CSU.

HIST 190-191
SELECTED STUDIES IN HISTORY 3 UNITS

PREREQUISITE: HIST 100 or HIST 101.

LECTURE: 3 hours per week.

A review of selected historical themes, periods, or personalities in history chosen by the department.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

HIST 222
SPECIAL PROBLEMS IN HISTORY 1 UNIT

PREREQUISITE: None.

INDEPENDENT STUDY: 3 hours per week.

Assigned problems involving library and research work for selected students who are interested in furthering their knowledge of history on an independent study basis. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

HIST 223
SPECIAL PROBLEMS IN HISTORY II 2 UNITS

PREREQUISITE: None.

INDEPENDENT STUDY: 6 hours per week.

Assigned problems involving library and research work for selected students who are interested in furthering their knowledge of history on an independent study basis. Students are required to devote six hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

HUMAN DEVELOPMENT

DIVISION:	Student Support
DIVISION DEAN:	Ali Mossaver-Rahmani, Ed.D.
DIVISION SECRETARY:	Margaret Gonzales
DIVISION OFFICE:	Administration 105 (909) 384-8966

COURSES OFFERED BY THE DEPARTMENT OF HUMAN DEVELOPMENT:

HUMDV 900
ASSESSMENT OF LEARNING DISABILITIES .5 UNIT

PREREQUISITE: None.

LECTURE: .5 hour per week.

Introduction to the history, general characteristics, and the legal definition of learning disabilities. Includes identification of students' learning strengths and weaknesses and the determination of students' eligibility for learning disabilities services. Emphasis on the LD services at the college and the development of an Individualized Education Plan to compensate for any identified learning disability. Graded on Credit/Non-Credit basis only.

Not applicable to Associate Degree.

HUMDV 905
SUPPORTIVE LEARNING IN MATHEMATICS 1 UNIT

PREREQUISITE: None.

LABORATORY: 3 hours per week.

Course provides specialized instruction and tutoring to individuals and small groups in basic mathematics. 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 in mainstream classes. Graded on a Credit/Non-Credit basis only.

Not applicable to Associate Degree.

HUMDV 906
SUPPORTIVE LEARNING IN READING 1 UNIT

PREREQUISITE: None.

LABORATORY: 3 hours per week.

This multisensory phonics course provides specialized instruction and tutoring to individuals and small groups in reading. 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 in mainstream classes. Graded on a Credit/Non-Credit basis only.

Not applicable to Associate Degree.

HUMDV 907
SUPPORTIVE LEARNING IN ENGLISH 1 UNIT

PREREQUISITE: None.

LABORATORY: 3 hours per week.

Course provides specialized instruction and tutoring to individuals and small groups in basic English and writing. 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 in mainstream classes. Graded on a Credit/Non-Credit basis only.

Not applicable to Associate Degree.

HUMDV 961-962-963
INDIVIDUAL AND GROUP STUDIES .5-1 UNIT

PREREQUISITE: None.

LECTURE: 1/2-1 hour per week.

Independent or group activity in an area of educational development. Such areas of activity shall be defined in the Schedule of Classes. A maximum of three units will be allowed toward graduation. A maximum of two activities may be completed per semester.
Not applicable to the Associates Degree

HUMDV 990
PUENTE: PLANNING FOR COLLEGE SUCCESS I 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

Designed for students in the Puente Program, this course helps students identify their academic strengths and weaknesses as a first step in long-term educational planning. Includes stress management, motivation, self-esteem, cultural identity, and the Chicano/Latino experience.
Not applicable to the Associates Degree

HUMDV 101
PUENTE: PLANNING FOR COLLEGE SUCCESS II 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

Designed for students in the Puente Program, this course is designed to prepare students for an active role in their education and community. Includes a mentoring component which links students with community professionals in their major area of study.
Associate Degree Applicable
Course credit transfers to CSU.

HUMDV 102
COLLEGE TO CAREER 2 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week.

This course is designed for students seeking assistance in setting academic, vocational and career goals. Major topics will include evaluation of personal interests, abilities and values, and the utilization of technological resources that will identify career choices and labor market trends. It is designed for all college majors.

Associate Degree Applicable
Course credit transfers to CSU.

HUMAN SERVICES

DIVISION: Social Science and
Organizational Development
DIVISION DEAN: Troy Sheffield, Ed.D.
DEPARTMENT HEAD: James S. Robinson, M.S.
OTHER FACULTY: Joan Harter, M.S.
DIVISION SECRETARY: Laura Cross
DIVISION OFFICE: Liberal Arts 122
(909) 384-8603
LIAISON COUNSELOR: Laura Gomez-Guillen, M.A.
(909) 384-8979

The Human Services Department offers an academic and experiential study of the history, theory, development, and implementation of society's response to human need. Reflecting this varied and expanding field, Human Services courses are based on a synthesis of knowledge and methodologies of intervention at the individual, group, and community levels.

Courses in this department fulfill various needs: (1) an introduction to helping skills for students planning advanced degrees in social work, counseling, vocational rehabilitation, and related professions; (2) career preparation at the Associate Degree level; (3) career preparation at the Vocational Certificate level (Alcohol/Drug Studies, Career Specialist, Case Management in the Public Sector, Eating Disorders Studies, or Human Services); and (4) continuing education for professionals working in nursing, alcohol/drug counseling, or related clinical settings. 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.

Most courses in Human Services can be applied toward Continuing Education Hours for Marriage and Family Therapists (MFT's) and Licensed Clinical Social Workers (LCSW's), Provider Number PCE 2005, as well as for the CATS and CAS Credentials. Several courses also apply toward Continuing Education hours for Registered Nurses, Provider Number 01480.

HUMAN SERVICES ASSOCIATE OF ARTS DEGREE

To graduate with a specialization in Human Services, students must complete 18 units in Human Services courses (excluding HUMSV 198) plus the general breadth requirements for the Associate Degree (total = 60 units).

HUMAN SERVICES CERTIFICATES

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.

1. ALCOHOL/DRUG STUDIES CERTIFICATE

REQUIRED COURSES:	UNITS
HUMSV 179 Legal/Ethical Issues in Human Services	3
HUMSV 181 Alcohol/Drug Studies: Introduction	3
HUMSV 182 Alcohol/Drug: Program Modalities	3
HUMSV 186 Alcohol/Drugs in the Family	3
HUMSV 188 Alcohol/Drugs: Medical Aspects	3
HUMSV 190 Drugs: Use and Abuse	3

Take one of the following three courses:

HUMSV/SOC 170 Introduction to Human Services	3
or	
HUMSV 189 Alcohol/Drug Prevention and Intervention	(3)
or	
PSYCH 132 Counseling Techniques	(3)

REQUIRED FIELD WORK COURSES: UNITS

Prior to field work courses, students must complete HUMSV 181 plus nine other units in Human Services courses required for the certificate with a grade of C or better.

The following three courses are to be taken concurrently:

HUMSV 183 Alcohol/Drug: Counseling I	3
HUMSV 197A Alcohol/Drug: Intern Seminar I	1
HUMSV 198A Alcohol/Drug: Field Work I	2

The following three courses are to be taken concurrently:

HUMSV 184 Alcohol/Drug: Counseling II	3
HUMSV 197B Alcohol/Drug: Intern Seminar II	1
HUMSV 198B Alcohol/Drug: Field Work II	2

REQUIRED GENERAL EDUCATION COURSES: UNITS

ENGL 015 Preparation for College Writing	4
or	
ENGL 101 Freshman Composition	(4)
PSYCH 100 General Psychology	3
SOC 100 Introduction to Sociology	3
SPEECH 100 Elements of Public Speaking	3

RECOMMENDED COURSE: UNITS

HUMSV 205 AIDS: Practices, Processes, and Policy	(2)
TOTAL UNITS	46

2. CAREER SPECIALIST CERTIFICATE

REQUIRED COURSES: UNITS

HUMSV/SOC 170 Introduction to Human Services	3
HUMSV/SOC 172 Group and Family Dynamics	3
HUMSV/SOC 173 Helping Skills	3
HUMSV 207 Career Specialist	3
PSYCH 132 Counseling Techniques	3

REQUIRED FIELD WORK COURSES: UNITS

A minimum of four Human Services courses required for the certificate must be completed with a grade of C or better prior to field work courses.

Students must complete one of the following sets of two concurrent courses:

HUMSV 195A Human Services: Intern Seminar I	1
HUMSV 204A Career Specialist: Field Work I	2
or	
HUMSV 195B Human Services: Intern Seminar II	(1)
HUMSV 204B Career Specialist: Field Work II	(2)

REQUIRED GENERAL EDUCATION COURSES: UNITS

ENGL 015 Preparation for College Writing	4
or	
ENGL 101 Freshman Composition	(4)
PSYCH 100 General Psychology	3
SOC 100 Introduction to Sociology	3
SPEECH 100 Elements of Public Speaking	3
TOTAL UNITS	31

3. EATING DISORDERS STUDIES CERTIFICATE

REQUIRED COURSES: UNITS

HUMSV/SOC 170 Introduction to Human Services	3
HUMSV 172 Group and Family Dynamics	3
HUMSV 173 Helping Skills	3
HUMSV 175 Introduction to Eating Disorders	3
HUMSV 176 Treatment Modalities for Eating Disorders	3
HUMSV 178 Medical Aspects of Eating Disorders	3

REQUIRED FIELD WORK COURSES: UNITS

A minimum of four Human Services courses required for the certificate must be completed with a grade of C or better prior to field work courses.

Students must complete one of the following sets of two concurrent courses:

HUMSV 195A Human Services: Intern Seminar I	1
HUMSV 200A Eating Disorders: Field Work I	2
or	
HUMSV 195B Human Services: Intern Seminar II	(1)
HUMSV 200B Eating Disorders: Field Work II	(2)

REQUIRED GENERAL EDUCATION COURSES: UNITS

ENGL 015 Preparation for College Writing	4
or	
ENGL 101 Freshman Composition	(4)
FCS 162 Nutrition	3
PSYCH 100 General Psychology	3
PSYCH 110 Abnormal Psychology	3
SOC 100 Introduction to Sociology	3
SPEECH 100 Elements of Public Speaking	3
TOTAL UNITS	40

4. HUMAN SERVICES CERTIFICATE

REQUIRED COURSES: UNITS

HUMSV/SOC 170 Introduction to Human Services	3
HUMSV/SOC 172 Group and Family Dynamics	3
HUMSV/SOC 173 Helping Skills	3
HUMSV 179 Legal/Ethical Issues in Human Services	3
PSYCH 132 Counseling Techniques	3
SOC 110 Contemporary Social Issues	3
or	
SOC 141 Minority Relations	(3)
Two other 3-unit Human Services courses	6

REQUIRED FIELD WORK COURSES: UNITS

A minimum of four Human Services courses required for the certificate must be completed with a grade of C or better prior to field work courses.

The following two courses are to be taken concurrently:

HUMSV 195A Human Services: Intern Seminar I	1
HUMSV 196A Human Services: Field Work I	2

The following two courses are to be taken concurrently:

HUMSV 195B Human Services: Intern Seminar II	1
HUMSV 196B Human Services: Field Work II	2

REQUIRED GENERAL EDUCATION COURSES: UNITS

ENGL 015 Preparation for College Writing	4
or	
ENGL 101 Freshman Composition	(4)
PSYCH 100 General Psychology	3
SOC 100 Introduction to Sociology	3
TOTAL UNITS	40

5. CASE MANAGEMENT IN THE PUBLIC SECTOR CERTIFICATE

REQUIRED COURSES: UNITS

HUMSV 140 Case management in Public Service	3
HUMSV 167 Crisis Intervention, Assessment, Referral	3
HUMSV/SOC 170 Introduction to Human Services	3
HUMSV/SOC 173 Helping Skills	3
HUMSV 195A Human Services: Intern Seminar I	1
HUMSV 196A Human Services: Field Work I	2
ENGL 015 Preparation for College Writing or higher English course	4
MIS 101 Intro to Management Information Systems	3
PSYCH 100 General Psychology	3
SPEECH 111 Interpersonal Communication	3
SPEECH 174 Intercultural Communication	3
TOTAL UNITS	31

**Pending approval from the California Community College Chancellor's Office*

COURSES OFFERED BY THE
DEPARTMENT OF HUMAN SERVICES:

HUMSV 140
CASE MANAGEMENT IN PUBLIC SERVICE 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

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 description, skills, personal qualities, evaluation, assessment and referral, employment services, and career paths. Designed for students entering into the field of case management in public service. Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 150
INTRODUCTION TO GERONTOLOGY:
SOCIAL ASPECTS OF AGING 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

Physical, emotional, social and economic perspectives on aging including a review of how roles change with age, and the opportunities available to people over age 55. Recommended for human services paraprofessionals, for those interested in gerontology as a profession, and those retired or preparing to retire. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours. This course is also offered as SOC 150.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 152
COUNSELING THE ELDERLY AND THEIR FAMILIES 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

A practical course in counseling which applies communication skills to the resolution of problems unique to the elderly. Includes techniques for solutions to problems within families and with the society at large. This course is also offered as SOC 152.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 160
CRIME AND DELINQUENCY 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

The nature of correctional work; aims and objectives of correctional administration; probation and parole practices; skills, knowledge, and attitudes required for employment in the field; types of institutions and services; and career opportunities in corrections. This course is also offered as SOC 160.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 165
PERSONAL ISSUES IN THE WORKPLACE:
IMPACTS AND SOLUTIONS 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

This course focuses on the impact of personal problems in the workplace and how to find solutions to benefit both the employee and employer within the constraints of current state law, Managed Care, and Behavioral Health Care systems. Topics include core elements of wellness/health promotion, models of Employee Assistance Programs, program effectiveness and evaluation, legal issues, outreach and marketing; and cost containment.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 166
THE WORKPLACE AND PERSONAL ISSUES:
DIRECT SERVICES 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

This course focuses on direct services to employees and employers to reduce the impact of personal issues on productivity and other costs. Topics include utilization of Managed Care; individual services such as assessment and referral, management training, union issues, resource development, drug testing, intervention, and critical incident debriefing.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 167
CRISIS INTERVENTION, ASSESSMENT, REFERRAL,
AND EVALUATION 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

Designed for the human services paraprofessional or volunteer, this course includes crisis intervention techniques, interviewing techniques, referral procedures, and diagnostic assessment and categories within DSM IV.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 170
INTRODUCTION TO HUMAN SERVICES 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

History, philosophy, development and practice of social welfare, public services, casework, social/group work, community public service organizations, and career opportunities in Human Services. This course is also offered as SOC 170.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 172
GROUP AND FAMILY DYNAMICS 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

A 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 techniques of facilitating treatment groups. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours. This course is also offered as SOC 172.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 173
HELPING SKILLS 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

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. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours. This course is also offered as SOC 173.

Associate Degree Applicable
Course credit transfers to CSU.

HUMSV 174
INTRODUCTION TO SELF-HELP 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Introduction to the principles, processes, and practices of self-help for individuals and for mutual aid groups. Focus will be on initiating and facilitating self-help groups, particularly for special populations. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours. This course is also offered as SOC 174.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 175
INTRODUCTION TO EATING DISORDERS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to the description, explanation, and treatment of eating disorders (e.g., bulimia, anorexia). Includes patterns of compulsive eating, chronic dieting, and the history of attitudes toward eating disorders. Biological, psychoanalytic, behavioral, and other theoretical perspectives and treatment approaches are surveyed. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 176
TREATMENT MODALITIES FOR EATING DISORDERS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

With a focus on treatment, this course addresses assessment, diagnosis, treatment, and community support systems for people with eating disorders and their families. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 178
MEDICAL ASPECTS OF EATING DISORDERS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Reviews eating disorders from a medical perspective including a review of the etiology and physiology of obesity, anorexia, compulsive eating, and bulimia. Reviews medical treatment and possible physical complications associated with specific eating disorders. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 179
LEGAL/ETHICAL ISSUES IN HUMAN SERVICES 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A study, interpretation, and practice of the legal/ethical responsibilities and liabilities encountered in providing and utilizing Human Services with special focus on privileged relationships, counseling, and confidentiality.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 181
ALCOHOL/DRUG STUDIES: INTRODUCTION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Exploration of the psychological, sociological, and physical causes and effects of alcohol and drug abuse. Includes the examination of stereotypes about substance abusers, and the major prevention and treatment strategies. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours. This course also qualifies for the educational requirement for Marriage and Family Counselors and Licensed Clinical Social Workers.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 182
ALCOHOL/DRUG: PROGRAM MODALITIES 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Principles and practices of the social models of alcohol/drug rehabilitation; comparative analysis of the various program/treatment modalities; and a review of the state certification and licensing requirements with a focus on administration, staffing, and community involvement in treatment programs. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 183
ALCOHOL/DRUG: COUNSELING I 3 UNITS

DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Alcohol/Drug Studies Certificate or the Employees Assistance Program Certificate.

LECTURE: 3 hours per week.

This course is designed for students seeking certificates in Alcohol/Drug Studies or the Employees Assistance Program, and includes 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. **STUDENTS SEEKING ALCOHOL/DRUG STUDIES CERTIFICATE MUST ALSO TAKE HUMSV 197A AND HUMSV 198A. STUDENTS SEEKING EMPLOYEES ASSISTANCE PROGRAM CERTIFICATE MUST ALSO TAKE HUMSV 197A AND HUMSV 202A.**

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 184
ALCOHOL/DRUG: COUNSELING II 3 UNITS

DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Alcohol/Drug Studies Certificate or the Employees Assistance Program Certificate.

LECTURE: 3 hours per week.

This course is designed for students seeking certificates in Alcohol/Drug Studies or the Employees Assistance Program, 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. **STUDENTS SEEKING ALCOHOL/DRUG STUDIES CERTIFICATE MUST ALSO TAKE HUMSV 197B AND HUMSV 198B. STUDENTS SEEKING EMPLOYEES ASSISTANCE PROGRAM CERTIFICATE MUST ALSO TAKE HUMSV 197B AND HUMSV 202B.**

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 186
ALCOHOL/DRUGS IN THE FAMILY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

This course reviews the family dynamics associated with alcoholism and drug addiction; the impact of the diseases on different family members; family oriented approaches to recovery; and the reintegration of the family into the community. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 187
ADULT CHILDREN OF ALCOHOLICS 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

Overview of the problems experienced by adult children of alcoholics (ACAs) with particular emphasis on the various approaches in counseling ACAs.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 188
ALCOHOL/DRUG: MEDICAL ASPECTS 3 UNITS

DEPARTMENTAL ADVISORY: HUMSV 181.

LECTURE: 3 hours per week.

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. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 189
ALCOHOL/DRUG: PREVENTION AND INTERVENTION 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Overview of theories and strategies for the prevention of and intervention with alcohol and drug abuse. Emphasis on promoting health and wellness through self-awareness, decision-making, and coping skills.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 190
DRUGS: USE AND ABUSE 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A survey of the impact of drug use and abuse in our society including the history, pharmacology, and physiological impact of each drug category; laws related to drug abuse; and society's response to both drug use and abuse. This course qualifies for continuing education credit for nurses. Provider approved by the California Board of Registered Nursing, provider number 01480, for 45 contact hours. This course also qualifies for the educational requirement for Marriage and Family Counselors and Licensed Clinical Social Workers.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 195A
HUMAN SERVICES: INTERN SEMINAR I 1 UNIT

DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Human Services, Career Specialist or Eating Disorders certificate.

LECTURE: 1 hour per week.

An introduction to applied strategies for crisis intervention, case analysis, and therapeutic interventions, and serves as a lecture-based foundation for students' field work. **STUDENTS SEEKING THE HUMAN SERVICES CERTIFICATE MUST ALSO TAKE HUMSV 196A. STUDENTS SEEKING THE CAREER SPECIALIST CERTIFICATE MUST ALSO TAKE HUMSV 204A.**

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 195B
HUMAN SERVICES: INTERN SEMINAR II 1 UNIT

DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Human Services, Career Specialist or Eating Disorders certificate.

LECTURE: 1 hour per week.

This course focuses on current counseling strategies as a lecture-based foundation for students' field work. **STUDENTS SEEKING THE HUMAN SERVICES CERTIFICATE MUST ALSO TAKE HUMSV 196B. STUDENTS SEEKING THE CAREER SPECIALIST CERTIFICATE MUST ALSO TAKE HUMSV 204B.**

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 196A
HUMAN SERVICES: FIELD WORK I 2-3 UNITS

DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Human Services, Career Specialist or Eating Disorders certificate.

COREQUISITE: HUMSV 195A.

Supervised field experience in specific agencies to provide students with work experience in the field of Human Services. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 196B
HUMAN SERVICES: FIELD WORK II 2-3 UNITS

DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Human Services, Career Specialist or Eating Disorders certificate.

COREQUISITE: HUMSV 195B.

Supervised field experience in specific agencies to provide students with work experience in the field of Human Services. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 197A
ALCOHOL/DRUG: INTERN SEMINAR I 1 UNIT

DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Alcohol/Drug Studies Certificate or the Employees Assistance Program Certificate.

LECTURE: 1 hour per week.

An introduction to the duties and work objectives of counselors in alcohol/drug and related fields. Basic skills are developed through discussion and demonstration. Serves as a lecture-based support for students' field work. **STUDENTS SEEKING ALCOHOL/DRUG STUDIES CERTIFICATE MUST ALSO TAKE HUMSV 183 AND HUMSV 198A. STUDENTS SEEKING EMPLOYEES ASSISTANCE PROGRAM CERTIFICATE MUST ALSO TAKE HUMSV 183 AND HUMSV 202A.**

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 197B
ALCOHOL/DRUG: INTERN SEMINAR II 1 UNIT
DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Alcohol/Drug Studies Certificate or the Employees Assistance Program Certificate.

LECTURE: 1 hour per week.

On-the-job skills, such as case management, assessment, and counseling, are monitored and enhanced through class discussion and demonstration in this lecture-based foundation to the students' field work. **STUDENTS SEEKING ALCOHOL/DRUG STUDIES CERTIFICATE MUST ALSO TAKE HUMSV 184 AND HUMSV 198B. STUDENTS SEEKING EMPLOYEES ASSISTANCE PROGRAM CERTIFICATE MUST ALSO TAKE HUMSV 184 AND HUMSV 202B.**

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 198
HUMAN SERVICES WORK EXPERIENCE 1-4 UNITS
PREREQUISITE: None.

Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 198A
ALCOHOL/DRUG: FIELD WORK I 2-3 UNITS
DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Alcohol/Drug Studies Certificate.
COREQUISITES: HUMSV 183 and HUMSV 197A.

Supervised field experience in specifically assigned agencies to provide students with work experience in the field of Alcohol/Drug Studies. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 198B
ALCOHOL/DRUG: FIELD WORK II 2-3 UNITS
DEPARTMENTAL ADVISORIES: HUMSV 183, HUMSV 197A, and HUMSV 198A.
COREQUISITES: HUMSV 184 and HUMSV 197B.

Supervised field experience in specifically assigned agencies to provide students with work experience in the field of Alcohol/Drug Studies. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 200A
EATING DISORDERS: FIELD WORK I 2-3 UNITS
DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Eating Disorders Certificate.
COREQUISITE: HUMSV 195A.

Supervised field experience in specific agencies to provide students with work experience in the field of Eating Disorders. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 200B
EATING DISORDERS: FIELD WORK II 2-3 UNITS
DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Eating Disorders Certificate.

COREQUISITE: HUMSV 195B.

Supervised field experience in specific agencies to provide students with work experience in the field of Eating Disorders. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 204A
CAREER SPECIALIST: FIELD WORK I 2-3 UNITS
DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Career Specialist Certificate.
COREQUISITE: HUMSV 195A.

Supervised field experience in specifically assigned agencies to provide students with work experience in the field of Career Specialist. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 204B
CAREER SPECIALIST: FIELD WORK II 2-3 UNITS
DEPARTMENTAL ADVISORY: Complete four Human Services courses required for the Career Specialist Certificate.
COREQUISITE: HUMSV 195B.

Supervised field experience in specifically assigned agencies to provide students with work experience in the field of Career Specialist. Students work in their assigned agencies 10-15 hours per week with 5 hours each week equal to one unit.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 205
AIDS: PRACTICES, PROCESSES, AND POLICY 2 UNITS
PREREQUISITE: None.

LECTURE: 2 hours per week.

An overview of the tragedy 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

Course credit transfers to CSU.

HUMSV 207
CAREER SPECIALIST 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.

An introduction to the field of career counseling including interviewing techniques, assessment tools, job opportunities, and models for developing occupational options.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 261, 262, 263, 264
 SELECTED STUDIES IN HUMAN SERVICES .5-1 UNIT
PREREQUISITE: None.

LECTURE: 8 - 16 hours per semester.

Selected themes that are current and relevant are explored in the areas of Human Services, Alcohol/Drug Counseling, Eating Disorders, Social Work, Mental Health, Corrections, and Community Services. Possible topics include: child/spouse abuse; crisis intervention; co-dependency; and seniors and substance abuse.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 271, 272, 273, 274
 SELECTED STUDIES IN HUMAN SERVICES 1-3 UNITS
PREREQUISITE: None.

LECTURE: 16 - 48 hours per semester.

Selected current themes are explored in the areas of Human Services, Alcohol/Drug Counseling, Eating Disorders Counseling, Social Work, Mental Health, Corrections, and Community Services. Suggested subjects include stress management, smoking, and the politics of aging.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 281, 282, 283, 284
 ALCOHOL/DRUG: SPECIAL STUDIES .25-1 UNIT
PREREQUISITE: None.

LECTURE: 4 - 16 hours per semester.

Selected current themes relevant to those preparing for careers in Alcohol/Drug Counseling or other related human or social services. Possible topics include vocational education; family violence; driving under the influence; and special population issues, such as women and alcoholism.

Associate Degree Applicable

Course credit transfers to CSU.

HUMSV 291, 292, 293, 294
 ALCOHOL/DRUG: SPECIAL STUDIES .5-1 UNIT
PREREQUISITE: None.

LECTURE: 8 - 16 hours per semester.

Selected current themes relevant to those preparing for careers in Alcohol/Drug Counseling and other related human services. Possible topics include child abuse, chemical abuse prevention/intervention for parents, and special population issues, such as teenagers and alcoholism.

Associate Degree Applicable

Course credit transfers to CSU.

INSPECTION TECHNOLOGY

DIVISION: Technical
 DIVISION DEAN: Thomas Bauman, M.S.C.
 DEPARTMENT HEAD: William Kastner, M.S.
 (909) 384-8290
 DIVISION SECRETARY: Patsy Martinez
 (909) 384-8902
 DIVISION OFFICE: Technical 108
 (909) 384-4451
 LIAISON COUNSELOR: George Fleming, M.S.
 (909) 384-8975

Courses in the Inspection Technology Department are designed to train construction inspectors and contractors who prepare construction for inspection. This training includes the structural, mechanical, and technical aspects of construction. Building, plumbing, electrical, heating and air conditioning codes and related laws are included in INSPEC 013A, 014A, 015A, and 016A. Energy regulations and the perspective of building inspectors are included in INSPEC 017A and 018A. INSPEC 024A and 025A have been developed for civil service employees working in this field.

Students interested in a single subject, such as electrical contractors who want to become more informed about the requirements of the electrical code, may take individual courses without prerequisites. Students seeking a certificate or an associate degree in this discipline must complete the sequence of required courses described below.

INSPECTION TECHNOLOGY ASSOCIATE OF SCIENCE DEGREE

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 Degree (minimum total = 60 units).

INSPECTION TECHNOLOGY CERTIFICATE

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.

REQUIRED COURSES:	UNITS
INSPEC 010 Fundamentals of Construction Inspection I	3
INSPEC 011 Fundamentals of Construction Inspection II	3
INSPEC 012 Fundamentals of Construction Inspection III	3
INSPEC 013A Advanced Construction Inspection: Uniform Building Code	3
INSPEC 014A Advanced Construction Inspection: National Electrical Code	3
INSPEC 015A Advanced Construction Inspection: Uniform Plumbing Code	3
INSPEC 016A Advanced Construction Inspection: Uniform Mechanical Code	3
INSPEC 017A California State Energy Regulations for Residential Buildings	3
INSPEC 018A California State Energy Regulations for Non-Residential Buildings	3
INSPEC 024A Building Inspection for Civil Service Employees: Psychology	3
INSPEC 025A Building Inspection for Civil Service Employees: Communication and Enforcement	3
INSPEC 026A Non-Structural Plan Review	3
TOTAL UNITS	36

COURSES OFFERED BY THE
DEPARTMENT OF INSPECTION TECHNOLOGY:

INSPEC 010
FUNDAMENTALS OF CONSTRUCTION INSPECTION I
3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A basic study of soils engineering, soils construction methods, soils identification, and soils terminology and nomenclature.

Associate Degree Applicable

INSPEC 011
FUNDAMENTALS OF CONSTRUCTION INSPECTION II
3 UNITS

PREREQUISITE: INSPEC 010.

LECTURE: 3 hours per week.

A basic study of concrete and asphalt including cements, aggregates, admixtures, job and batch, control, properties of concrete, finishing, curing, and reinforcing.

Associate Degree Applicable

INSPEC 012
FUNDAMENTALS OF CONSTRUCTION INSPECTION III
3 UNITS

PREREQUISITE: INSPEC 011.

LECTURE: 3 hours per week.

A basic study of structures including wood, steel, and masonry construction, building occupancies, constructions and separations, acoustics and sound control.

Associate Degree Applicable

INSPEC 013A
ADVANCED CONSTRUCTION INSPECTION:
UNIFORM BUILDING CODE 3 UNITS

PREREQUISITE: INSPEC 012.

LECTURE: 3 hours per week.

Study of the Uniform Building Code for inspectors, including application, interpretation, and use of the code.

Associate Degree Applicable

INSPEC 014A
ADVANCED CONSTRUCTION INSPECTION:
NATIONAL ELECTRICAL CODE 3 UNITS

PREREQUISITE: INSPEC 012.

LECTURE: 3 hours per week.

The interpretation and use of the National Electrical Code.

Associate Degree Applicable

INSPEC 015A
ADVANCED CONSTRUCTION INSPECTION:
UNIFORM PLUMBING CODE 3 UNITS

PREREQUISITE: INSPEC 012.

LECTURE: 3 hours per week.

The interpretation and use of the Uniform Plumbing Code.

Associate Degree Applicable

INSPEC 016A
ADVANCED CONSTRUCTION INSPECTION:
UNIFORM MECHANICAL CODE 3 UNITS

PREREQUISITE: INSPEC 012.

LECTURE: 3 hours per week.

The interpretation and use of the Uniform Mechanical Code.

Associate Degree Applicable

INSPEC 017A
CALIFORNIA STATE ENERGY REGULATIONS FOR
RESIDENTIAL BUILDINGS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Basic compliance with California Title 24 Energy Efficiency Standards for residential buildings. Includes prescriptive and performance methods, such as alternative packages, point systems, and computers.

Associate Degree Applicable

INSPEC 018A
CALIFORNIA STATE ENERGY REGULATIONS FOR
NON-RESIDENTIAL BUILDINGS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings. Includes prescriptive and performance methods, such as alternative packages, point systems, and computers.

Associate Degree Applicable

INSPEC 024A
BUILDING INSPECTION FOR CIVIL SERVICE
EMPLOYEES: PSYCHOLOGY 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Public contact and basic psychology for Civil Service employees.

Associate Degree Applicable

INSPEC 025A
BUILDING INSPECTION FOR CIVIL SERVICE EMPLOYEES:
COMMUNICATION AND ENFORCEMENT 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Effective writing and building inspection skills for Civil Service employees.

Associate Degree Applicable

INSPEC 026A
NON-STRUCTURAL PLAN REVIEW 3 UNITS

PREREQUISITE: INSPEC 013A.

LECTURE: 3 hours per week.

Training in the application of the Uniform Building Code to pre-construction drawings, including legal requirements for non-structural plan review, local and community laws applicable to pre-construction drawings, and the use of plan reviews as a first step in performing consistent and thorough inspections.

Associate Degree Applicable

INSPEC 198
INSPECTION TECHNOLOGY WORK EXPERIENCE
1-4 UNITS

PREREQUISITE: None.

Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.

Associate Degree Applicable

INTERIOR DESIGN

See the Department of FAMILY CONSUMER SCIENCE

JOURNALISM

See the Department of ENGLISH

LEGAL ADMINISTRATIVE ASSISTANT

See the certificate program in the department of OFFICE INFORMATION SYSTEMS

LIBRARY TECHNOLOGY

DIVISION:	Academic Advancement and Learning Resources
INTERIM DIVISION DEAN:	Marie Mestas, M.L.S.
OTHER FACULTY:	Dan Angelo, M.H.R.O.D. Celia McKinley, M.L.I.S. Odette Salvaggio, Ph.D. Patricia Wall, M.L.I.S.
DIVISION SECRETARY:	To Be Announced
DIVISION OFFICE:	Library 202 (909) 384-8576
LIAISON COUNSELOR:	Juan Zepeda, M.S.C. (909) 384-8976

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.

LIBRARY SCIENCE ASSOCIATE OF ARTS DEGREE

To graduate with a specialization in Library Science, students must complete 18 units from the following list plus the general breadth requirements for the Associate Degree (minimum total = 60 units).

REQUIRED COURSES:	UNITS
LIB 062 Care and Repair of Library Materials	1
LIB 110 Information Literacy	1
LIB 120 Introduction to Libraries for Library Technicians	1
LIB 122 Public Services for Library Technicians	3
LIB 126 Acquisitions for Library Technicians	3
LIB 128 Library Technical Services	3
LIB 130 Library Media Services	2
LIB 132 Library Automation for Library Technicians	2
ENGL 055 or 155 Children's Literature	3
Or Any other college literature course	
TOTAL UNITS	19

LIBRARY TECHNOLOGY CERTIFICATE

Students working toward certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

REQUIRED COURSES:	UNITS
LIB 062 Care and Repair of Library Materials	1
LIB 120 Introduction to Libraries for Library Technicians	1
LIB 122 Public Services for Library Technicians	3
LIB 126 Acquisitions for Library Technicians	3
LIB 128 Library Technical Services	3
LIB 130 Library Media Services	2
LIB 132 Library Automation for Library Technicians	2
or Any other hands-on computer course	
*LIB 198 Library Work Experience	1-4
ENGL 055 or ENGL 155 Children's Literature	3
or Any other college literature course	
OIS 100 Beginning Keyboarding (or demonstrated ability to type 30 wpm for five minutes)	3
TOTAL UNITS	22 - 25

**This requirement may be waived if the student has been employed in a library for at least one year.*

COURSES OFFERED BY THE DEPARTMENT OF LIBRARY TECHNOLOGY:

LIB 062 CARE AND REPAIR OF LIBRARY MATERIALS	1 UNIT
PREREQUISITE: None.	
LECTURE: .5 hour per week and	
LABORATORY: 1 hour per week.	
Basic, hands-on instruction in the binding, repair, and care of printed library materials. <i>Associate Degree Applicable</i>	
LIB 110 INFORMATION LITERACY	1 UNIT
PREREQUISITE: None.	
LECTURE: .50 hour and	
LABORATORY: 1.5 hours per week.	
An introduction to the skills needed to effectively access print and online information sources, to critically evaluate the information retrieved, and to practice ethical behavior in regard to information technology. <i>Applicable to Associate Degree</i> <i>Course credit transfers to CSU and UC.</i>	

LIB 120
INTRODUCTION TO LIBRARIES
FOR LIBRARY TECHNICIANS 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

Introduction to the philosophy of library service; 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 workplace attitude.

Associate Degree Applicable

Course credit transfers to CSU.

LIB 122
PUBLIC SERVICES FOR LIBRARY TECHNICIANS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

An introduction to library circulation systems; customer service skills; bibliographic instruction; shelf maintenance; image in public service; dealing with problem patrons; and basic reference skills, including a review of standard print and computer-based reference sources and their usage.

Associate Degree Applicable

Course credit transfers to CSU.

LIB 126
ACQUISITIONS FOR LIBRARY TECHNICIANS 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Introduction to the publishing industry; principles of collection development; bibliographic searching; acquisitions tools and techniques; accounting and budgeting procedures; an overview of ordering, receiving and claiming procedures; and weeding procedures.

Associate Degree Applicable

Course credit transfers to CSU.

LIB 128
LIBRARY TECHNICAL SERVICES 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Introduction to descriptive and subject cataloging, classification of materials using the Dewey Decimal and Library of Congress systems, preparation of catalog cards and computer database records, and use of electronic bibliographic utilities.

Associate Degree Applicable

Course credit transfers to CSU.

LIB 130
LIBRARY MEDIA SERVICES 2 UNITS

PREREQUISITE: None.

LECTURE: 1.5 hours per week and

LABORATORY: 1.5 hours per week.

Provides an overview of a wide variety of media services within a library setting, ranging from the more traditional formats of film and video to the more recent compact disc technologies, digital audio, digitized video, telecommunications, and hypermedia.

Associate Degree Applicable

Course credit transfers to CSU.

LIB 132
LIBRARY AUTOMATION FOR LIBRARY TECHNICIANS 2 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORIES: LIB 122, LIB 126, and LIB 128.

LECTURE: 1.5 hour per week and

LABORATORY: 1.5 hours per week.

Introduction to the application and integration of computer systems in libraries. Students will be exposed to a variety of computer applications including online public access catalogs, automated circulation and cataloging systems. In addition, students will gain entry-level proficiency in utilizing compact disc technology and in conducting online database searches.

Associate Degree Applicable

Course credit transfers to CSU.

LIB 198
LIBRARY WORK EXPERIENCE 1-4 UNITS

PREREQUISITE: None.

Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.

Associate Degree Applicable

LIB 296-297-298-299
SPECIAL TOPICS IN LIBRARY TECHNOLOGY .25-1 UNIT

PREREQUISITE: None.

LECTURE: 4 hours per semester per 1/4 unit.

Selected topics for those working in the library field. Topics will vary, but may include coping with difficult patrons, children's programming, legal research materials, medical library service, book repair, video camera techniques, advanced reference skills, and disaster preparedness for libraries.

Associate Degree Applicable

Course credit transfers to CSU.

MACHINIST TECHNOLOGY

DIVISION:	Technical
DIVISION DEAN:	Thomas Bauman, M.S.C.
DEPARTMENT HEAD:	William Clarke, Ed.D. (909) 384-8504
OTHER FACULTY:	Norman Simpson
DIVISION SECRETARY:	Patsy Martinez (909) 384-8902
DIVISION OFFICE:	Technical 108 (909) 384-4451
LIAISON COUNSELOR:	George Fleming, M.S. (909) 384-8975

The Machinist Technology curriculum is designed to prepare students for entry-level employment in manufacturing. The courses train first-time students and re-train students already employed in the machine trades industry. The curriculum has been developed in collaboration with local industries to meet the National Industry Metalworking Standard (NIMS) Industry. Supporters of this program are Society of Plastics Industry (SPI) S&C Mold, W.A. Lane Corporation, Wilden Pump, Service Industrial Tool and Supply, Rettig Machine, Prestige Mold, Fontana Machines, MWYP International, and Zwerner Industries.

MACHINIST TECHNOLOGY
ASSOCIATE OF SCIENCE DEGREE

To graduate with a specialization in one of the Machinist Technology majors, students must complete all 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).

MACHINIST TECHNOLOGY CERTIFICATES

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.

There are four Machine Technology certificates: (1) Computer Numerical Control: CAD/CAM, (2) Machine Technology, (3) Machinist Standard, and (4) Tool and Die. Each of these certificates requires the core courses plus specialized courses.

REQUIRED CORE COURSES:	UNITS
MACH 120A Machine Shop Theory	2
MACH 021A Machine Shop I	4
MACH 022A Machine Shop II	4
MACH 023A Machine Shop III	4
MACH 024A Machine Shop IV	4
MACH 090A Engineering Blueprint Reading, Geometric Dimensioning and Tolerancing	3
TECALC 097 Technical Calculations	4
TOTAL UNITS for Core Requirements	25
<i>*Effective SP03</i>	

1. COMPUTER NUMERICAL CONTROL: CAD/CAM

REQUIRED COURSES:	UNITS
<u>Machine Technology Core Requirements</u>	25
MACH 070A Computer Numerical Control Machining I	3
MACH 071A Computer Numerical Control Machining II	3
MACH 072A Computer Aided Design/Computer Aided Manufacturing I	3
MACH 073A Computer Aided Design/Computer Aided Manufacturing II	3
MACH 074A Set-up and Operation of Various Machine Controls	3
MACH 129A Manufacturing Processes	3
<u>Total Units for the Computer Numerical Control: CAD/CAM specialized courses</u>	18
TOTAL UNITS required for the Computer Numerical Control: CAD/CAM Certificate	43

2. MACHINE TECHNOLOGY
REQUIRED COURSES: UNITS

<u>Machine Technology Core Requirements</u>	25
TOTAL UNITS required for the Machine Technology Certificate	25

3. MACHINIST STANDARD
REQUIRED COURSES: UNITS

<u>Machine Technology Core Requirements</u>	25
MACH 070A Computer Numerical Control Machining I	3
MACH 129A Manufacturing Processes	3
<u>Total Units for the Machinist Standard specialized courses</u>	6

**TOTAL UNITS required for the Machinist Standard
Certificate 31**

4. TOOL AND DIE

REQUIRED COURSES:	UNITS
<u>Machine Technology Core Requirements</u>	25
MACH 060A Tool and Die	4
MACH 061A Jig and Fixture Making	4
MACH 062X3 Introduction to Mold Making	3
MACH 129A Manufacturing Processes	3
<u>Total Units for the Tool and Die specialized courses</u>	14

**TOTAL UNITS required for the Tool and Die
Certificate 39**

COURSES OFFERED BY THE
DEPARTMENT OF MACHINIST TECHNOLOGY:

MACH 021A
MACHINE SHOP I 4 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MACH 120A.
LECTURE: 2 hours per week and
LABORATORY: 6 hours per week.
First semester machine shop practices with emphasis on safety, shop mathematics, measurements and the correct use of the basic machine tools, mills, lathes, saws and drill presses.
Associate Degree Applicable

MACH 022A
MACHINE SHOP II 4 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MACH 021A.
LECTURE: 2 hours per week and
LABORATORY: 6 hours per week.
Second semester intermediate machine shop with a machining background. Emphasis on safety, applied mathematics and advanced processes on mills, lathes and tool grinding.
Associate Degree Applicable

MACH 023A
MACHINE SHOP III 4 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MACH 022A.
LECTURE: 2 hours per week and
LABORATORY: 6 hours per week.
Third semester intermediate machine shop with a machining background. Emphasis on safety, applied mathematics for tool manufacturing, surface grinding, milling and turning operations.
Associate Degree Applicable
Course Credit transfers to CSU.

MACH 024A
MACHINE SHOP IV 4 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MACH 023A.
LECTURE: 2 hours per week and
LABORATORY: 6 hours per week.
Fourth semester of advanced machine shop with a machining background. Emphasis on safety, special tool grinding, gear cutting, carbide usage and tool manufacturing.
Associate Degree Applicable
Course Credit transfers to CSU.

MACH 060A
TOOL AND DIE 4 UNITS
PREREQUISITE: MACH 120A.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.
The study and design of advanced tools and dies, blanking processes, metal die cutting and forming processes and power presses for stamping and forming metal parts. Duties and standards apply to the National Metal Working Standards (NIMS).
Associate Degree Applicable
Course Credit transfers to CSU.

MACH 061A
JIG AND FIXTURE MAKING 4 UNITS
PREREQUISITES: MACH 021A and MACH 120A.
LECTURE: 3 hours per week and
LABORATORY: 3 hours per week.
The study of jig and fixtures applications for conventional and computerized numerical machining processes. Skills and standards apply to the National Metal Working Standards (NIMS).
Associate Degree Applicable

MACH 062X3
INTRODUCTION TO MOLD MAKING 3 UNITS
PREREQUISITE: MACH 021A, assessment exam or equivalent skills verified through occupational experience.
LECTURE: 2 hours per week and
LABORATORY: 4 hours per week.
Introduction to mold making and injection molding technology designed to give students a history and practical application of mold making for the industry. An overview of all mold making and basic procedures involving setup and operation of injection molding machines.
Associate Degree Applicable

MACH 070A
COMPUTER NUMERICAL CONTROL MACHINING I 3 UNITS
PREREQUISITE: None.
LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.
Beginning Computer Numerical Control (CNC) programming covering programming concepts, cartesian coordinate systems, geometric principles and hands on programming.
Associate Degree Applicable

MACH 071A
COMPUTER NUMERICAL CONTROL MACHINING II 3 UNITS
PREREQUISITE: MACH 070A.
LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.
Intermediate computer numerical control (CNC) programming covering programming concepts, hands-on programming, computer assisted programming and down load programs to the mill and turning center.
Associate Degree Applicable

MACH 072A
COMPUTER AIDED DESIGN/COMPUTER AIDED MANUFACTURING I 3 UNITS
PREREQUISITE: MACH 071A.
LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.
The study and use of MasterCam software with emphasis on 2-D geometry construction, part design basics and part programming for mills and lathes machining centers.
Associate Degree Applicable

MACH 073A
COMPUTER AIDED DESIGN/COMPUTER AIDED MANUFACTURING II 3 UNITS
PREREQUISITE: MACH 071A.
LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.
The study and use of MasterCam's 2-D software to generate tool path, program codes, tooling information and part coordinate information.
Associate Degree Applicable

MACH 074A
SET-UP AND OPERATION OF VARIOUS MACHINE CONTROLS 3 UNITS
PREREQUISITES: MACH 070A, MACH 071A, MACH 072A and MACH 073A.
LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.
The study of 2-D tool path, machine control programming, part fixture, tool applications and management of data required to operate various CNC machines and inspection equipment.
Associate Degree Applicable

MACH 090A
ENGINEERING BLUEPRINT READING, GEOMETRIC DIMENSIONING AND TOLERANCING 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.
Blueprint interpretation with emphasis on terminology and concepts related to engineering drawing standards, geometric dimensioning and tolerancing language ANSI Y14.5 and how these apply to the engineering blueprint inspection processes
Associate Degree Applicable

MACH 120A
MACHINE SHOP THEORY 2 UNITS
PREREQUISITE: None.
LECTURE: 2 hours per week.
The basic cutting concepts of machine tools are described and diagramed with cutting tool geometric and variations examined. New technologies in manufacturing are explored as well as discussion of specialty areas of training.
Associate Degree Applicable
Course credit transfers to CSU.

MACH 129A
MANUFACTURING PROCESSES 3 UNITS
PREREQUISITE: None.
LECTURE: 3 hours per week.
Manufacturing processes, tapping and threading terminology, machining speeds/feeds, basic heat treating, turning processes, tool selection for turning, milling and drilling, processing of plastics and basic machine design.
Associate Degree Applicable
Course credit transfers to CSU.

MACH 198
MACHINIST TECHNOLOGY
WORK EXPERIENCE 1-4 UNITS
PREREQUISITE: None.
Supervised training in the form of on-the-job employment that will enhance the student's educational goals. The student's major and job must match. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.
Associate Degree Applicable
Course credit transfers to CSU.

MANAGEMENT INFORMATION SYSTEMS

DIVISION: Business and Information Technology
DIVISION DEAN: Margaret Ortiz, M.A.
DEPARTMENT HEAD: Vernon Stauble, Ph.D.
Business 200C
(909) 384-8915
OTHER FACULTY: Daniel T. Angelo, M.H.R.O.D.
Maha Al-Husseini, B.A.
Mona Jackson, M.A.
Barbara Saxon, B.S.I.S.
Roger Powell, M.S.
Mary Lou Vasquez, B.A.
DIVISION SECRETARY: Chris Williams
DIVISION OFFICE: Business 101
(909) 384-8908
LIAISON COUNSELOR: Wilma Cochrane, M.A.
(909) 384-8986

The Management Information Systems (MIS) Department provides a program of study for students who are preparing for employment in the field of computer management in business. The MIS 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 computer facilities.

MANAGEMENT INFORMATION SYSTEMS ASSOCIATE OF ARTS DEGREE

To graduate with a degree in Management Information Systems, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units).

REQUIRED COURSES	UNITS
MIS 101 Introduction to Management Information Systems	3
MIS 176 Spreadsheets: Excel	2
MIS 179 Database Management: Access	2
OIS 180 Windows	2
or	
MIS 181A Windows 95	(2)
MIS 182 Internet	2
MIS 200 Business Programming I (Visual BASIC)	3
MIS 210 Systems Analysis and Design	3
MIS 215 Database Management Systems	3
MIS 250 Telecommunications and LAN Management	3
TOTAL UNITS	23

MANAGEMENT INFORMATION SYSTEMS CERTIFICATE

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.

The MIS Certificate offers a complete introduction to computers, specific training in selected software packages, advanced courses dealing with networks, and management of computer facilities.

REQUIRED COURSES	UNITS
MIS 101 Introduction to Management Information Systems	3
MIS 176 Spreadsheets: Excel	2
MIS 179 Database Management: Access	2
OIS 180 Windows	2
Or	
MIS 181A Windows 95	(2)
MIS 182 Internet	2
MIS 200 Business Programming I (Visual BASIC)	3
MIS 210 Systems Analysis and Design	3
MIS 215 Database Management Systems	3
MIS 250 Telecommunications and LAN Management	3
OIS 144 Business English	3
Or	
ENGL 015 Preparation for College Writing	(4)
Or	
ENGL 101 Freshman Composition	(4)
Nine units from the list of RECOMMENDED COURSES	9
TOTAL UNITS	35-36

RECOMMENDED COURSES	UNITS
MIS 220 Information Systems in Organizations	3
MIS 225 Business Systems for Decision Making	3
MIS 265 Artificial Intelligence and Executive Information	3
MIS 222 Special Problems in Management Information Systems I	1
MIS 223 Special Problems in Management Information Systems II	2
OIS 173A Word Processing: Microsoft Word	4

COURSES OFFERED BY THE DEPARTMENT OF
MANAGEMENT INFORMATION SYSTEMS:

MIS 070
INTRODUCTION TO DISK OPERATING SYSTEM
(PC/MS DOS) 1.5 UNITS

PREREQUISITE: None.

LECTURE: 1.5 hours per week.

The basics of DOS including the terms that describe PC hardware and software; the syntax of basic DOS commands; disk and file management; tree-structured directories; and batch processing. This course is also offered as OIS 070.

Associate Degree Applicable

MIS 073
MICROSOFT POWERPOINT FOR WINDOWS 95 1 UNIT

PREREQUISITE: None.

DEPARTMENTAL ADVISORY: Any MIS 181 course or OIS 180.

LECTURE: .5 hour per week and

LABORATORY: 1.5 hours per week.

Orientation to Powerpoint, a presentation graphics program for the creation of effective and compelling presentations. Includes use of 35 mm slides, overheads, speaker's notes, audience hand-outs, outline pages, and on screen presentations. This course is also offered as OIS 073.

Associate Degree Applicable

MIS 090
NETWORKING FUNDAMENTALS, SEMESTER ONE
(CISCO NETWORKING ACADEMY) 3 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORIES: MATH 952 and any MIS 181 course.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

Designed to provide students with classroom and laboratory experience in the fundamentals of current and emerging networking technology. Topics covered include network topology, cabling, electrical considerations, the OSI model, Internet protocol addressing, bridges, switches, hubs, and routers. This is the first course in a four-course CCNA preparation sequence.

Associate Degree Applicable

MIS 091
NETWORKING FUNDAMENTALS BASIC ROUTING,
SEMESTER TWO (CISCO NETWORKING ACADEMY) 3 UNITS

PREREQUISITE: MIS 090.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

This course is the second in a series of four semester courses designed to prepare the student to test for the Cisco Certified Network Associate (CCNA) certification. CCNA certification indicates a foundation in and apprentice knowledge of networking for the small home/office market. Topics covered include router fundamentals, router setup and configuration, network management, routing and routed protocols, and network troubleshooting.

Associate Degree Applicable

MIS 092
FUNDAMENTALS OF LANS, LOCAL AREA NETWORKS,
SEMESTER THREE (CISCO NETWORKING ACADEMY) 3 UNITS

PREREQUISITE: MIS 091.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

The third semester of the Cisco Academy provides students with classroom and laboratory experience in configuring routers for various industry standard protocols. It includes, but is not limited to segmentation of LAN's using bridges, routers, and switches; and virtual LANs, Fast Ethernet, cut-through and store and forward LAN switching.

Associate Degree Applicable

MIS 093
FUNDAMENTALS OF WANS WIDE AREA NETWORKS,
SEMESTER FOUR (CISCO NETWORKING ACADEMY) 3 UNITS

PREREQUISITE: MIS 092.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

The fourth semester of the Cisco Academy provides students with classroom and laboratory experience in designing, configuring, installing and implementing a Wide Area Network. It includes but is not limited to WAN topologies, interfaces, protocols, and frame encapsulation.

Associate Degree Applicable

MIS 094
ADVANCED ROUTERS, SEMESTER 5 (CISCO
NETWORKING ACADEMY) 3 UNITS

PREREQUISITE: MIS 093.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

Cisco Semester Five focuses on advanced routing and using Cisco routers connected to local-area networks (LANs) and wide-area networks (WANs) typically found at medium to large network sites where students will be able to select and implement the appropriate Cisco IOS services required to build a scalable routed network. This is a first in a series of four courses recommended for CCNP (Cisco Certified network Professional) certification.

Associate Degree Applicable

MIS 095
REMOTE ACCESS, SEMESTER 6 (CISCO NETWORKING
ACADEMY) 3 UNITS

PREREQUISITE: MIS 093.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

Cisco Semester Six focuses on Remote Access to the network. This course will provide students with learning experiences in asynchronous dial-up, ISDN, DDR, X.25, Frame Relay, ODR, Wan backup, queuing, compression, NAT, and AAA. This is the second in a series of four courses recommended for CCNP (Cisco Certified network Professional) certification.

Associate Degree Applicable

MIS 101
INTRODUCTION TO
MANAGEMENT INFORMATION SYSTEMS 3 UNITS

PREREQUISITE: None.

DEPARTMENTAL ADVISORY: OIS 100.

LECTURE: 2 hours per week and

LABORATORY: 2 hours per week.

An introduction to information systems concepts, hardware, Internet access and usage and general software applications in word processing, spreadsheets, database management, operating systems and desktop publishing.

Associate Degree Applicable

Course credit transfers to CSU and UC.

Limited transfer to UC; contact a counselor for details.

MIS 102
 ADVANCED MANAGEMENT INFORMATION SYSTEMS 3 UNITS

PREREQUISITE: MIS 101.
DEPARTMENTAL ADVISORIES: Any MIS 181 course and OIS 100.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
 Advanced management information systems expands upon the basic fundamentals of hardware computer concepts, theory and software applications, by creating word processing, spreadsheet, database, and presentation graphics documents introduced in Introduction to Management Information Systems.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 140
 INTEGRATED SOFTWARE: MICROSOFT WORKS 2 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: OIS 100.
LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.

A review of Microsoft Works with a focus on the integration of the three elements of this software: word processor, spreadsheet, and database.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 171
 ADVANCED PC/MS DOS 1.5 UNITS
PREREQUISITE: MIS 070 or OIS 070.

LECTURE: 1.5 hours per week.
 Advanced commands in Disk Operating Systems includes methods for redirecting input and output and sorting; learning the DOS shell; use of the editor; how to create batch files; and hard disk backup procedures.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 176
 SPREADSHEETS: EXCEL 2 UNITS
PREREQUISITE: None.

DEPARTMENTAL ADVISORY: OIS 180.
LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.
 The production of documents with EXCEL, which integrates spreadsheets analysis, information management, and graphics. Includes the design and use of worksheets; how to enter labels, numbers, formulas, and graphs; the use of macros, importing files from other software, and spell checking the spreadsheet. This course is also offered as OIS 176.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 178
 ADVANCED DATABASE 1.5 UNITS
PREREQUISITE: MIS 177 or OIS 177.

LECTURE: 1.5 hours per week.
 Advanced database programming including menu-driven programs, procedures files, update and inquiry programs, and compiled database programs. The software package (DBase III Plus, Paradox, or DBase IV) varies depending on current business trends.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 179
 DATABASE MANAGEMENT: ACCESS 2 UNITS
PREREQUISITE: None.

DEPARTMENTAL ADVISORY: OIS 180.
LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.
 Development and maintenance of a database. Provides a working knowledge of storing, retrieving, indexing and printing. Includes object based tools such as: buttons, dialogue boxes, macros, reports, queries, tables and forms. Emphasis on developing a practical ability to use a database in a Windows environment with full graphical user interface functionality. This course is also offered as OIS 179.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 181
 INTRODUCTION TO WINDOWS 98 2 UNITS
PREREQUISITE: None.

LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.
 Course will provide the necessary background to understand the graphical user interface of the most widely used operating system. An introduction to the computer operating system that simplifies the process of working with documents and applications, transferring data between documents, and organizing the manner in which one interacts with a computer. (Formerly MIS 181A)
Associate Degree Applicable
Course credit transfers to CSU.

MIS 182
 INTERNET 2 UNITS
PREREQUISITE: None.

DEPARTMENTAL ADVISORY: OIS 180.
LECTURE: 1.5 hours per week and
LABORATORY: 1.5 hours per week.
 Basics of the Internet using the World Wide Web, Mosaic and Netscape Navigator. Internet and the Information Superhighway provide electronic access to products, services and resources available throughout the United States and the world.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 183
 ADVANCED SPREADSHEETS: EXCEL 2 UNITS
PREREQUISITE: MIS 176 or OIS 176.

DEPARTMENTAL ADVISORY: Any MIS 181 course.
LECTURE: 1.50 hours per week and
LABORATORY: 1.50 hours per week.
 This course provides the essential information needed to develop, design and implement advanced worksheets. This course will cover the integration of Excel with other Windows based applications. Students will create data tables, data maps and scenario management used to solve complex business problems. This course is also offered as OIS 183.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 198
 MANAGEMENT INFORMATION SYSTEMS
 WORK EXPERIENCE 1-4 UNITS
PREREQUISITE: None.

Supervised occupational work experience related to students' major (MIS) resulting in an increase in both career awareness and job skill level. Students work 5-20 hours per week, with 5 hours each week equal to one unit. Students may earn a total of 16 units toward graduation in work experience courses.
Associate Degree Applicable
Course credit transfers to CSU.

MIS 200
BUSINESS PROGRAMMING I (VISUAL BASIC) 3 UNITS

PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MIS 101.
LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.

Introduction of fundamental computer concepts in the BASIC language, which allows students to create limited computer programs for business applications. Emphasis on the syntax of computer language.

Associate Degree Applicable
Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

MIS 201
ADVANCED BUSINESS PROGRAMMING 3 UNITS

PREREQUISITE: MIS 200.
LECTURE: 2 hours per week and
LABORATORY: 3 hours per week.

A continuation of MIS 200, which covers the creation of interactive programs in BASIC language. Emphasis on developing user friendly screens and codes.

Associate Degree Applicable
Course credit transfers to CSU and UC.

MIS 210
SYSTEMS ANALYSIS AND DESIGN 3 UNITS

PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MIS 101.
LECTURE: 3 hours per week.

Introduction to structured design techniques for the development and implementation of business applications including an analysis of current systems, interviewing, flow charting, data flows, and system specifications used in the design of a new system.

Associate Degree Applicable
Course credit transfers to CSU and UC.

MIS 215
DATABASE MANAGEMENT SYSTEMS 3 UNITS

PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MIS 101.
LECTURE: 3 hours per week.

An introduction to the components of relational database management including data definition language, data manipulation language, screen generation, the use of report writers, and Structured Query Language (SQL).

Associate Degree Applicable
Course credit transfers to CSU.

MIS 220
INFORMATION SYSTEMS IN ORGANIZATIONS 3 UNITS

PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MIS 101.
LECTURE: 3 hours per week.

The impact of management information systems in organizations on professional practices and methodologies including systems theory, decision theory, and information systems planning and development.

Associate Degree Applicable
Course credit transfers to CSU.

MIS 222
SPECIAL PROBLEMS IN
MANAGEMENT INFORMATION SYSTEMS I 1 UNIT

PREREQUISITE: MIS 200.
INDEPENDENT STUDY: 3 hours per week.

Assigned problems involving library and laboratory work for selected students who are interested in furthering their knowledge of management information systems on an independent study basis. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable
Course credit transfers to CSU.

MIS 223
SPECIAL PROBLEMS IN
MANAGEMENT INFORMATION SYSTEMS II 2 UNITS

PREREQUISITE: MIS 200.
INDEPENDENT STUDY: 6 hours per week.

Assigned problems involving library and laboratory work for selected students who are interested in furthering their knowledge of management information systems on an independent study basis. Students are required to devote six hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable
Course credit transfers to CSU.

MIS 225
BUSINESS SYSTEMS FOR DECISION MAKING 3 UNITS

PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MIS 101.
LECTURE: 3 hours per week.

The role of computers in decision-making for managers at the operational, tactical and strategic levels of an organization including the strategy, framework, design, implementation and evaluation of decision-support systems.

Associate Degree Applicable
Course credit transfers to CSU.

MIS 250
TELECOMMUNICATIONS AND LAN MANAGEMENT
3 UNITS

PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MIS 101.
LECTURE: 3 hours per week.

An introduction to the telecommunications field for the business major. Topics include: evaluation, planning and design of local area networks, telecommunication components, data communications, distributed processing, interactive systems, telecommunications management and security.

Associate Degree Applicable
Course credit transfers to CSU.

MIS 265
ARTIFICIAL INTELLIGENCE AND
EXECUTIVE INFORMATION SYSTEMS 3 UNITS

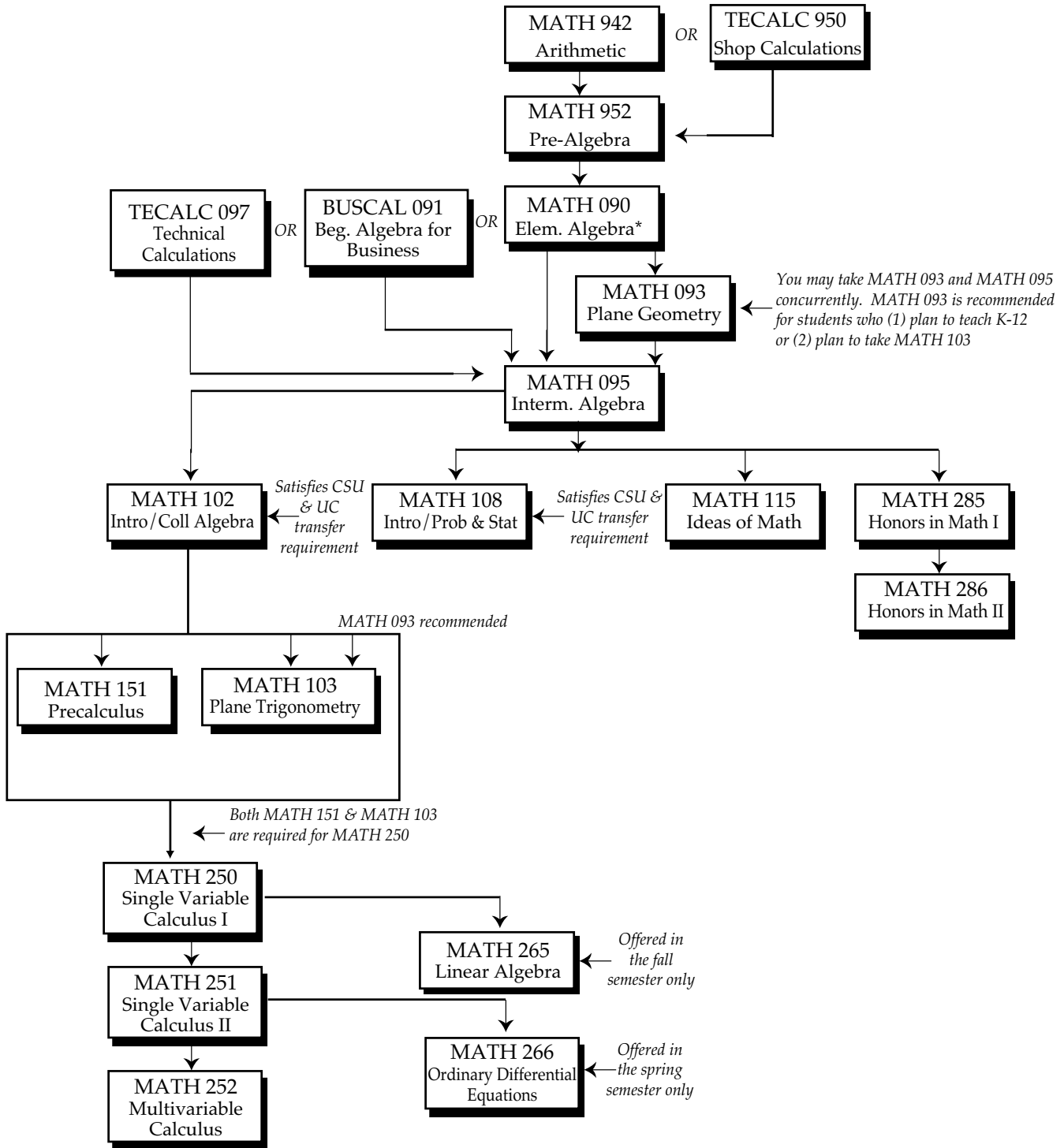
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: MIS 215.
LECTURE: 3 hours per week.

An introduction to the concepts and techniques of Artificial Intelligence Systems (AIS) and Expert and Executive Information Systems (EIS). Includes hands-on experience in using Executive Information Systems and Expert Systems within a business setting.

Associate Degree Applicable
Course credit transfers to CSU.

Sequence of Mathematics Courses at SBVC

You may follow this sequence of courses to develop proficiency in mathematics
 or
 you may be eligible to begin this sequence with MATH 952, MATH 090, MATH 095,
 or higher depending on results of the SBVC assessment process.
 (Contact a counselor for details and assessment dates.)



**The Associate Degree proficiency requirement in mathematics can also be satisfied by successful completion of Business Calculations 091 and Technical Calculations 097.*

MATHEMATICS

DIVISION:	Science and Math
DIVISION DEAN:	W. William Hughes, Ph.D.
DEPARTMENT HEAD:	Haragewen Kinde, M.A. Physical Science 248 (909) 384-8265
DEPARTMENT SECRETARY:	Sylvia McDaniel Physical Science 230 (909) 384-8520
OTHER FACULTY:	Diana Avila, Ph.D. Kristen Dillard, M.A. Yvonne Ellis, M.S. Lori Ann Giannini, M.S. Ann Leal, M.A. Keith Lee, M.S. Michael Mayne, M.S. Zadock Reid, Ph.D. Scott Rippy, M.A. Robert Stafford, M.A. Teri Strong, M.A. Rita Sturgeon, M.A.
DIVISION SECRETARY:	Rose Garcia
DIVISION OFFICE:	Chemistry 121 (909) 384-8645
LIAISON COUNSELOR:	Diana Rodriguez, M.A. (909) 384-8950 (909) 384-8234

The Mathematics Department offers course work 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.

MATHEMATICS ASSOCIATE OF SCIENCE DEGREE

An Associate of Science degree with a specialization in Mathematics can be earned by completing the following required courses in addition to fulfilling the breadth requirements for the associate degree (minimum 60 semester units).

REQUIRED COURSES:	UNITS
MATH 151 Precalculus	4
MATH 250 Single Variable Calculus I	4
MATH 251 Single Variable Calculus II	4
MATH 252 Multivariable Calculus	5
Four units from the list of RECOMMENDED COURSES	4
TOTAL UNITS	21

RECOMMENDED COURSES:	UNITS
CS 120 Visual BASIC Programming I	4
MATH 102 Introduction to College Algebra	4
MATH 103 Plane Trigonometry	4
MATH 108 Introduction to Probability and Statistics	4
MATH 265 Linear Algebra	3
MATH 266 Ordinary Differential Equations	3

For **MATH WITHOUT FEAR**, see course description in the **PSYCHOLOGY** Department section of this catalog.

COURSES OFFERED BY THE DEPARTMENT OF MATHEMATICS:

MATH 090
ELEMENTARY ALGEBRA 4 UNITS
PREREQUISITE: **MATH 952, MATH 952D** or eligibility for **MATH 090** as determined through the SBVC assessment process.

LECTURE: 4 hours per week.

Covers the basic concepts typically introduced in high school algebra including operations on polynomials, exponents, solve linear and quadratic equations, inequalities, word problems, factoring, fractions, and graphing linear equations.

Associate Degree Applicable

MATH 093
PLANE GEOMETRY 3 UNITS
PREREQUISITE: **MATH 090** or eligibility for **MATH 095** as determined through the SBVC assessment process.

LECTURE: 3 hours per week.

A review of high school geometry including mathematical logic, geometric constructions, congruences, similarities, and other properties of basic closed plane figures.

Associate Degree Applicable

MATH 095
INTERMEDIATE ALGEBRA 4 UNITS
PREREQUISITE: **MATH 090** or eligibility for **MATH 095** as determined through the SBVC assessment process OR **BUSCAL 091**.

DEPARTMENTAL ADVISORY: **MATH 093, taken concurrently.**
LECTURE: 4 hours per week.

A second course in algebra which builds on the skills of solving equations, manipulating polynomials, factoring, and algebraic fractions. This course includes simplifying complex fractions, finding real solutions to quadratic and rational equations, an introduction to linear inequalities, rational exponents and radicals, graphing equations of straight lines, solving linear systems of equations and application problems through the different topics.

Associate Degree Applicable

MATH 102
INTRODUCTION TO COLLEGE ALGEBRA 4 UNITS
PREREQUISITE: **MATH 095** or eligibility for **MATH 102** as determined through the SBVC assessment process.

LECTURE: 4 hours per week.

Designed for students with a strong foundation in algebra. This course includes the study of absolute value equations and inequalities, quadratic and rational inequalities, in-depth work with rational exponents, radicals and quadratic equations, introduction to functions and their inverses, exponential functions and their graphs, logarithmic functions and their graphs and their algebraic properties, and introduction to sequences, series and the binomial expansion.

Associate Degree Applicable

Course credit transfers to CSU and UC.

Limited transfer to UC; contact a counselor for details.

MATH 103
PLANE TRIGONOMETRY 4 UNITS

PREREQUISITE: MATH 102 or eligibility for MATH 103
 as determined through the SBVC assessment process.

DEPARTMENTAL ADVISORY: MATH 093.

LECTURE: 4 hours per week.

The study of trigonometry including trigonometric functions, identities, trigonometric equations, periodicity, graphs of the trigonometric functions, inverse functions, and solution of triangles.

Associate Degree Applicable

Course credit transfers to CSU.

CAN (California Articulation Number): MATH8

MATH 108
INTRODUCTION TO PROBABILITY AND STATISTICS 4 UNITS

PREREQUISITE: MATH 095 or eligibility for MATH 102
 as determined through the SBVC assessment process.

LECTURE: 4 hours per week.

An introduction to probability, descriptive and inferential statistics with application to the natural sciences, business, economics, and behavioral sciences.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): STAT2

MATH 115
IDEAS OF MATHEMATICS 3 UNITS

PREREQUISITE: MATH 095 or eligibility for MATH 102
 as determined through the SBVC assessment process.

LECTURE: 3 hours per week.

Designed for liberal arts majors. This transfer-level course includes sets, propositional logic, inductive reasoning and applications such as mathematical patterns, counting methods, finite probability spaces and an introduction to statistics.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): MATH2

MATH 151
PRECALCULUS 4 UNITS

PREREQUISITE: MATH 102 or eligibility for MATH 151
 as determined through the SBVC assessment process.

LECTURE: 4 hours per week.

This course provides foundational skills to facilitate success in calculus. Includes inequalities, functions and their graphs, polynomial and rational functions, exponential and logarithmic functions, conics, sequences and series, mathematical induction and the binomial theorem and systems of equations and inequalities.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): MATH16

MATH 222
SPECIAL PROBLEMS IN MATHEMATICS I 1 UNIT

PREREQUISITE: None.

INDEPENDENT STUDY: 3 hours per week.

Assigned problems involving library and laboratory work for selected students who are interested in furthering their knowledge of mathematics on an independent study basis. Students are required to devote three hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

MATH 223
SPECIAL PROBLEMS IN MATHEMATICS II 2 UNITS

PREREQUISITE: None.

INDEPENDENT STUDY: 6 hours per week.

Assigned problems involving library and laboratory work for selected students who are interested in furthering their knowledge of mathematics on an independent study basis. Students are required to devote six hours per week to their project throughout the semester. Prior to registration, a contract must be prepared. See instructor for details.

Associate Degree Applicable

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

MATH 250
SINGLE VARIABLE CALCULUS I 4 UNITS

PREREQUISITES: MATH 103 and MATH 151.

LECTURE: 4 hours per week.

A first course in calculus including limits, continuity, derivatives of algebraic and trigonometric functions, applications of derivatives, anti-derivatives, definite integrals and their applications.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): MATH18

MATH 251
SINGLE VARIABLE CALCULUS II 4 UNITS

PREREQUISITE: MATH 250.

LECTURE: 4 hours per week.

A second course in calculus including applications of definite integrals, differentiation and integration of transcendental functions, techniques of integration, L'Hopital's rule and improper integrals, infinite sequences and series, power series.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): MATH20

MATH 252
MULTIVARIABLE CALCULUS 5 UNITS

PREREQUISITE: MATH 251.

LECTURE: 5 hours per week.

A third course in calculus including vectors, lines and simple surfaces in 3-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

Course credit transfers to CSU and UC.

CAN (California Articulation Number): MATH22

MATH 265
LINEAR ALGEBRA 3 UNITS

PREREQUISITE: MATH 250.

LECTURE: 3 hours per week.

An introduction to linear algebra that compliments 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

Course credit transfers to CSU and UC.

CAN (California Articulation Number): MATH26

MATH 266
ORDINARY DIFFERENTIAL EQUATIONS 3 UNITS
PREREQUISITE: MATH 251.

DEPARTMENTAL ADVISORY: MATH 252, taken concurrently.
LECTURE: 3 hours per week.

An introduction to differential equations that compliments advanced courses in calculus. Topics include first-order differential equations and applications, linear differential equations and some applications of second order differential equations, linear systems, an introduction to series solutions and the Laplace Transform.

Associate Degree Applicable

Course credit transfers to CSU and UC.

CAN (California Articulation Number): MATH24

MATH 285
HONORS IN MATHEMATICS I 3 UNITS
PREREQUISITE: MATH 095 or MATH 102.

LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.

An introduction to algebraic concepts and functional properties necessary for understanding limits and the application of those limits to their derivative functions in calculus.

Associate Degree Applicable

Course credit transfers to CSU and UC.

MATH 286
HONORS IN MATHEMATICS II 3 UNITS
PREREQUISITE: MATH 285.

LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.

Further study and application of the derivative function in calculus, exponential and logarithmic functions and their applications, properties and applications of the integral, and simple differential equations, their solutions and application to mathematics models in nature.

Associate Degree Applicable

Course credit transfers to CSU and UC.

MATH 942
ARITHMETIC 3 UNITS
PREREQUISITE: None.

LECTURE: 3 hours per week.

A basic skills course in arithmetic including the fundamental operations of whole numbers, fractions, decimals, ratios, proportions, and percents.

Not applicable to the Associate Degree

MATH 942A
VOCATIONAL ARITHMETIC: WHOLE NUMBERS 1 UNIT
PREREQUISITE: None.

LECTURE: 1 hour per week.

This is the first of a basic skills sequence emphasizing arithmetic. The skills to be learned include addition, subtraction, multiplication and division of whole numbers as they apply to vocational fields.

Not applicable to the Associate Degree

MATH 942B
VOCATIONAL ARITHMETIC: FRACTIONS AND DECIMALS 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

This is the second of a basic skills sequence emphasizing arithmetic. The skills to be learned include addition, subtraction, multiplication and division of fractions and decimals as they apply to vocational fields.

Not applicable to the Associate Degree

MATH 942C
VOCATIONAL ARITHMETIC: RATIO, PROPORTIONS AND PERCENTS 1 UNIT

PREREQUISITE: None.

LECTURE: 1 hour per week.

This is the third of a basic skills sequence emphasizing arithmetic. The skills to be learned include the use of ratios, proportions and percents as they apply to vocational fields.

Not applicable to the Associate Degree

MATH 952
PREALGEBRA 4 UNITS
PREREQUISITE: MATH 942.

LECTURE: 4 hours per week.

A basic skills course designed to bridge students between arithmetic and algebra with an emphasis on speaking, listening, reading, and writing in communicable mathematics terminology. Topics include constants and variables; simple word problems; linear equations; exponential notation; and appropriate operational rules for rational numbers, whole numbers, and integers.

Not applicable to the Associate Degree

MATH 952A
PREALGEBRA (INTEGERS) 1 UNIT
PREREQUISITE: MATH 942 or MATH 942 A, B, C or eligibility as determined through the SBVC assessment process

LECTURE: 1 hour per week.

Math 952A is a self-paced, computer-assisted program of operations using positive and negative #'s. Students will meet with faculty to discuss their progress and will work independently through a series of computer activities. In addition, supplemental materials may be used for further explanation and/or to help the student complete assignments at the level of the computer generated assignments that are typical for this type of course. The skills to be learned include addition, subtraction, multiplication and division of integers; introduction of variables; simplifications of algebraic expressions; addition, subtraction and multiplication of polynomials.

Not Applicable to Associate Degree

MATH 952B
PREALGEBRA (FRACTIONS) 1 UNIT
PREREQUISITE: MATH 952A or eligibility as determined through the SBVC assessment process.

LECTURE: 1 hour per week.

Math 952B is a self-paced, computer-assisted program of operations using fractions. Students will meet with faculty to discuss their progress and will work independently through a series of computer activities. In addition, supplementary materials may be used for further explanation and/or to help the student complete assignments at the level of the computer generated assignments that are typical for this type of course. The skills to be learned include addition, subtraction, multiplication, division and the Basic Property of Fractions.

Not Applicable to Associate Degree

MATH 952C
PREALGEBRA (LINEAR EQUATIONS IN 1 VARIABLE) 1 UNIT

PREREQUISITE: MATH 952B or eligibility as determined through the SBVC assessment process.

LECTURE: 1 hour per week.

Math 952C is a self-paced, computer-assisted program of linear equations in 1 variable. Students will meet with faculty to discuss their progress and will work independently through a series of computer activities. In addition, supplemental materials may be used for further explanation and/or to help the student complete assignments at the level of the computer generated assignments that are typical for this type of course. The skills to be learned include the use of the properties of equality.

Not Applicable to Associate Degree

MATH 952D
PREALGEBRA (DECIMAL AND PERCENT) 1 UNIT

PREREQUISITE: MATH 952C or eligibility as determined through the SBVC assessment process.

LECTURE: 1 hour per week.

Math 952D is a self-paced, computer-assisted program of decimals and percents. Students will meet with faculty to discuss their progress and will work independently through a series of computer activities. In addition, supplementary materials may be used for further explanation and/or to help the student complete assignments at the level of the computer generated assignments that are typical for this type of course. The skills to be learned include addition, subtraction, multiplication and division of decimals; conversion of decimals to percent and the ability to solve linear equations in 1 variable containing decimals.

Not Applicable to Associate Degree

MATHEMATICS APPLIED

See the Department of BUSINESS CALCULATIONS or Technical Calculations courses within the Department of ELECTRICITY/ELECTRONICS

MICROBIOLOGY

See courses within the BIOLOGY DEPARTMENT

MODERN LANGUAGES

FOR COURSES IN MODERN LANGUAGES, SEE:
AMERICAN SIGN LANGUAGE, PAGE 54
FRENCH, PAGE 117
SPANISH, PAGE 196

MUSIC

DIVISION:	Humanities
INTERIM DIVISION DEAN:	Robert Rippey, M.F.A.
DEPARTMENT HEAD:	Sherrie Guerrero, Ed.D. Liberal Arts 241 (909) 384-8625
FACULTY:	Paul Kardos, M.Ed.
DIVISION SECRETARIES:	Kelly Adcock North Hall 240 (909) 384-8906 To Be Announced Liberal Arts 217 (909) 384-8633
LIAISON COUNSELOR:	Richard Long, M.A. (909) 384-8972

Music is one of the most rewarding of all human endeavors, and the faculty and students in the Department of Music share a deep 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 musical and intellectual potential to the highest possible level.

Students planning to transfer to a four-year institution and major in music should consult with a counselor regarding the transfer process and lower division requirements.

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).

REQUIRED COURSES:	UNITS
MUS 101 Music Theory I: Fundamentals	3
MUS 102 Music Theory II: Harmony	3
MUS 103 Musicianship	3
MUS 121 Appreciation of Music Literature I	3
MUS 122 Appreciation of Music Literature II	3
MUS 130 Elementary Voice	3
MUS 133 Beginning Piano	3

Two semester units from the following performance courses: MUS 150x4, 152x4, 154x4, 156x4, 158x4, 160x2, 164x2, 170x4, 171x4, 172x4, 174x4, 176x4, 178x4

TOTAL UNITS 23

RECOMMENDED COURSES:	UNITS
MUS 104 History of Rock and Roll	3
MUS 105 American Popular Music	3
MUS 107 Music of the World	3
MUS 117x4 Guitar Instruction	1
MUS 123 Beginning MIDI Workstation	3
MUS 131 Intermediate Voice	3
MUS 134 Intermediate Piano	3
MUS 141x4 Applied Music	2
MUS 285 Honors in Music	3

MUSIC CERTIFICATE

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.

ELECTRONIC MUSIC

This music certificate program is designed for the music student who desires a concentrated course of study in the field of computer (electronic) music. The courses are organized to emphasize the structural and artistic dimension of music in addition to the practical applications of MIDI (musical instrument digital interface). Participants must successfully complete a minimum of 33 units with a grade of C or better in each course.

REQUIRED COURSES:	UNITS
BUSAD 105 Small Business Management	3
CSYS 101 Computer Literacy	3*
CSYS 104 Using Macintosh	2*
MUS 101 Music Theory I: Fundamentals	3
MUS 102 Music Theory II: Harmony	3
Two of the following:	
MUS 104 History of Rock and Roll	(3)
MUS 105 American Popular Music	(3)
MUS 107 Music of the World	(3)
MUS 123 Beginning MIDI Workstation	3
MUS 124 MIDI Workstation: Songs and Styles	3
MUS 125 MIDI Workstation: TV and Film	3
MUS 127x4 MIDI Workstation: Practicum Laboratory	1
MUS 136 Introduction to Jazz Rock Piano	3*
TOTAL UNITS	33

RECOMMENDED COURSES	UNITS
MUS 126 History and Appreciation of Electronic Music	3
MUS 127x4 MIDI Workstation: Practicum Laboratory	1

* CSYS 101, 104, and MUS 136 may be waived if proficiency can be demonstrated to the department head.

COURSES OFFERED BY THE DEPARTMENT OF MUSIC:

MUS 100 INTRODUCTION TO MUSIC <i>PREREQUISITE: None.</i> <i>LECTURE: 3 hours per week.</i>	3 UNITS
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This course introduces students to music and methods of music listening. Included in this course will be guidelines for music selection, cross-cultural studies in music, a discussion of patrons and audiences, consideration of the roles of women in creating music, and a history of popular music.
Associate Degree Applicable
Course credit transfers to CSU and UC.

MUS 101 MUSIC THEORY I: FUNDAMENTALS <i>PREREQUISITE: None.</i> <i>LECTURE: 3 hours per week.</i>	3 UNITS
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This course is designed to teach music terminology, rhythm, pitch, notation, meter, key signatures, scales, chords, and keyboard geography. Included in this course will be a study of the role that music plays in society, its aesthetic impact, and some of the music of important composers in the development of music including J. S. Bach, Mozart, Beethoven, Brahms, Wagner, and Copland.
Associate Degree Applicable
Course credit transfers to CSU and UC.

MUS 102 MUSIC THEORY II: HARMONY <i>PREREQUISITE: MUS 101.</i> <i>LECTURE: 2 hours per week and</i> <i>LABORATORY: 2 hours per week.</i>	3 UNITS
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This course is designed to teach analytical and compositional techniques through a progressive study of the following: counterpoint, harmony, modulation, voice leading, harmonic and formal analysis, and 20th century atonality. This course will examine key works by important composers in the development of music such as J. S. Bach, Beethoven, Debussy, Schoenberg and Stravinsky and the impact these pieces have made in our society and its aesthetic development.
Associate Degree Applicable
Course credit transfers to CSU and UC.

MUS 103 MUSICIANSHIP <i>PREREQUISITE: MUS 101.</i> <i>LECTURE: 1 hour per week and</i> <i>LABORATORY: 2 hours per week.</i>	2 UNITS
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A general study of the components of musicianship, this course explores how musical sounds are represented on paper through the use of graphic symbols and the basic ways in which they relate to each other in music composition. The course further explores how the musician interprets these symbols.
Associate Degree Applicable
Course credit transfers to CSU and UC.

MUS 104 HISTORY OF ROCK AND ROLL <i>PREREQUISITE: None.</i> <i>LECTURE: 3 hours per week.</i>	3 UNITS
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A chronological survey of rock music styles including origins, development, effects on today's society, and major artists.
Associate Degree Applicable
Course credit transfers to CSU and UC.

MUS 105 AMERICAN POPULAR MUSIC <i>PREREQUISITE: None.</i> <i>LECTURE: 3 hours per week.</i>	3 UNITS
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This course traces the social history of America through its music by comparing the works of outstanding musicians and examining them in detail to demonstrate similarities and differences among the various styles.
Associate Degree Applicable
Course credit transfers to CSU and UC.

MUS 106
HISTORY OF JAZZ 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

Provides the student with a chronological survey of jazz music styles, including origins, development, effects on today's society, and major artists and styles. Concepts such as musical structure and form are explored.

Associate Degree Applicable

Course credit transfers to CSU.

MUS 107
MUSIC OF THE WORLD 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

A survey of the traditional and folk music of the Americas, Europe, Near-Middle-Far East and sub-Sahara Africa. Live and filmed performances introduce students to the instrumental and vocal techniques, musical structures and performance contexts within selected cultures of these areas. Includes the impact of western influences.

Associate Degree Applicable

Course credit transfers to CSU and UC.

MUS 117x4
GUITAR INSTRUCTION 1 UNIT

PREREQUISITE: None.

LABORATORY: 3 hours per week.

A progressive study of the guitar beginning with stringing, tuning and fingering, and continuing with the development of playing techniques, notation, reading guitar music, playing melodies, chord construction, and accompaniment. Students must provide their own instruments. This course may be taken four times.

Associate Degree Applicable

Course credit transfers to CSU and UC.

MUS 121
APPRECIATION OF MUSIC LITERATURE I 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

This course is designed to teach skills for music listening and will present an overview of music's historical development through lecture and multi-media examples. This course will focus on the stylistic periods of music from the Middle Ages through Classicism and the major composers, their relationship to a multicultural society and their involvement in the political and artistic movements of their times.

Associate Degree Applicable

Course credit transfers to CSU and UC.

MUS 122
APPRECIATION OF MUSIC LITERATURE II 3 UNITS

PREREQUISITE: None.

LECTURE: 3 hours per week.

This course is designed to teach skills for music listening and provide an overview of music's historical development through lecture and multi-media examples. The focus of this course will be major composers and stylistic periods of music from Classicism to the present and composers relationships to a multicultural society.

Associate Degree Applicable

Course credit transfers to CSU and UC.

MUS 123
BEGINNING MIDI WORKSTATION 3 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

An introduction to MIDI and its applications, the use of computers, MIDI interface, synthesizers, drum machine and tape recorder in developing musical projects. This course will emphasize developing competency in music sequencing and the use of graphics software.

Associate Degree Applicable

Course credit transfers to CSU.

MUS 124
MIDI-WORKSTATION: SONGS AND STYLES 3 UNITS

PREREQUISITE: MUS 123.

DEPARTMENTAL ADVISORY: Concurrent enrollment in MUS 127.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

Practical experience in MIDI (Musical Instrument Digital Interface) and its applications, with an emphasis on song writing and constructing stylistic demonstrations similar to those used in the music and film industries. Competencies in music sequencing and the use of graphics software will be developed.

Associate Degree Applicable

Course credit transfers to CSU.

MUS 125
MIDI WORKSTATION: TV AND FILM 3 UNITS

PREREQUISITE: MUS 123.

DEPARTMENTAL ADVISORY: Concurrent enrollment in MUS 127.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

Advanced practical experience in MIDI and its applications. Emphasis will be placed on advanced projects in musical composition and film scoring. Students will use computers, synthesizers, samplers, audio and video equipment.

Associate Degree Applicable

Course credit transfers to CSU.

MUS 126
HISTORY AND APPRECIATION OF ELECTRONIC MUSIC 3 UNITS

PREREQUISITE: None.

LECTURE: 2 hours per week and

LABORATORY: 3 hours per week.

This course is an exploration of the theory and techniques of electronic/computer composition. Topics will include electronics and acoustics, knowledge of synthesizer modules, computer programs, and recording techniques. Weekly compositional and technical projects will be realized in the electronic/computer music studio.

Associate Degree Applicable

Course credit transfers to CSU.

MUS 127x4
MIDI WORKSTATION: PRACTICUM LABORATORY 1 UNIT

PREREQUISITE: MUS 123.

LABORATORY: 3 hours per week.

Practical experience in MIDI and its applications. Workstation format will provide the basis for MIDI instruction, benefiting both the beginner and experienced user. Subsequent enrollment will provide the student an opportunity for developing additional skill and competency in the subject matter. This course may be taken four times.

Associate Degree Applicable

Course credit transfers to CSU.

- MUS 130
ELEMENTARY VOICE 3 UNITS
PREREQUISITE: None.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
An introduction and progressive study of vocal techniques including muscular aspects, sound producing properties of the vocal mechanism with emphasis on singing and vocal projection used in a speech and drama and standard vocal literature.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 131
INTERMEDIATE VOICE 3 UNITS
PREREQUISITE: MUS 130.
DEPARTMENTAL ADVISORY: Concurrent enrollment in MUS 141.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
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
Course credit transfers to CSU and UC.
- MUS 133
BEGINNING PIANO 3 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: Concurrent enrollment in MUS 101.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
This course teaches practical keyboard facility, sight reading, elementary improvisation and harmonization of folk melodies, and leads to the performance of simple piano selections. This course will be useful for those desiring to learn to play the piano, organ, or electronic keyboards.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 134
INTERMEDIATE PIANO 3 UNITS
PREREQUISITE: MUS 133.
DEPARTMENTAL ADVISORY: MUS 102.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
This course focuses on the improvement of keyboard facility and sight reading abilities, advances improvisation and harmonization skills, and directs the performance of complex piano selections. This course will be useful for those desiring to strengthen current keyboard skills.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 136
INTRODUCTION TO JAZZ ROCK PIANO 3 UNITS
PREREQUISITE: MUS 133.
LECTURE: 2 hours per week and
LABORATORY: 2 hours per week.
An introduction to the contemporary styles of piano performance with an emphasis on jazz, rock, Latin and pop. Includes contemporary theory, ear training and improvisation skills.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 141x4
APPLIED MUSIC 1 UNIT
PREREQUISITE: None.
LABORATORY: 3 hours per week.
Applied music study in piano, voice and orchestral instruments with an approved off-campus instructor. Students are required to have 16 one-hour lessons during the semester, and are responsible for the cost of private instruction. At the end of the semester, each student will perform before the music faculty to determine semester grade. This course may be taken four times. **AT LEAST THREE YEARS OF PREVIOUS STUDY ON INSTRUMENT OR VOICE IS REQUIRED.**
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 150x4
MIXED CHORUS 1 UNIT
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: Concurrent enrollment in MUS 101 or MUS 130.
LABORATORY: 3 hours per week.
Foundational techniques in such aspects of choral music as breathing, posture, tone production, enunciation and musicianship, especially recommended for education and liberal arts majors who desire vocal training. Includes choral music from a variety of stylistic periods including classical, spiritual, folk and musical theatre. This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 152x4
CHAMBER SINGERS 2 UNITS
PREREQUISITES: None.
LABORATORY: 6 hours per week.
Study and performance of 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. This course may be taken four times. **PREVIOUS CHORAL EXPERIENCE AND/OR ABILITY TO READ MUSIC IS REQUIRED.**
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 154x4
COLLEGE SINGERS 2 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: Choral experience and/or MUS 101 or MUS 130 or equivalent.
LABORATORY: 6 hours per week.
Rehearsal and performance of college level choral literature from various style periods. The performance schedule includes both on and off campus concerts throughout the semester. This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 156x4
CONCERT CHOIR 2 UNITS
PREREQUISITE: None.
DEPARTMENTAL ADVISORY: Choral experience or MUS 101.
LABORATORY: 6 hours per week.
Progressive study and performance of outstanding representative choral works from all periods of music history. This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.

- MUS 158x4
GOSPEL CHOIR 1 UNIT
PREREQUISITE: None.
LABORATORY: 3 hours per week.
For students interested in the performance of a unique genre of African-American music; emphasis is on the evolutionary aspects of gospel as reflected the growth of American civilization. This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 160x2
INTRODUCTION TO WOODWIND BRASS AND PERCUSSION ENSEMBLE 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
Study, rehearsal, and performance of standard literature for chamber ensembles. Composition of the ensemble depends on students' interests and abilities. This course may be taken two times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 162x2
INTRODUCTION TO STRING ENSEMBLE 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
Study of music literature for the performing string ensemble (violin, viola, violoncello, contra bass), with an emphasis on appreciation, improvement of playing technique, performance styles, and performance of chamber and orchestral works for this type of ensemble. **TWO YEARS EXPERIENCE PLAYING A STRINGED INSTRUMENT (VIOLIN, VIOLA, CELLO, BASS) IS REQUIRED.** This course may be taken two times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 168x4
JAZZ ENSEMBLE 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
This course provides an opportunity to learn the techniques and repertoire of current commercial bands. It will assist players in sight reading, improvisation, and contemporary music theory as relates to jazz/rock/Latin and ethnic styles of music. **BAND EXPERIENCE OR THE ABILITY TO PERFORM MUSIC OF MODERATE DIFFICULTY ON STANDARD BAND INSTRUMENTS IS REQUIRED.** This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 170x4
COLLEGE BAND 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
Study, rehearsal and performance of current and historical scores in the style of the Sousa Band. Performances are required. Designed for non-music majors and community players. **BAND EXPERIENCE OR ABILITY TO PERFORM MUSIC OF MODERATE DIFFICULTY ON STANDARD BAND INSTRUMENTS IS REQUIRED.** This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 171x4
STAGE BAND: KICKS BIG BAND 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
Study, rehearsal and performance of commercial dance band music, emphasizing the styles of the 1930s and 1940s. **INTERMEDIATE OR ADVANCED JAZZ IDIOM READING SKILLS ON A "BIG BAND" INSTRUMENT IS REQUIRED.** This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 174x4
WIND SYMPHONY 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
The comprehensive study of wind band repertoire of the last 100 years along with transcriptions of the orchestral classics. Formal concert participation is required. Designed for students majoring or minoring in music. **BAND EXPERIENCE OR THE ABILITY TO PERFORM MUSIC OF MODERATE DIFFICULTY ON STANDARD BAND INSTRUMENTS IS REQUIRED.** This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 176x4
ORCHESTRA 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
Rehearsal and performance of orchestral literature, with an emphasis on performance styles, appreciation, and performance techniques for the orchestral ensemble (strings, winds, brass, percussion). **A COLLEGE-LEVEL COURSE IN INSTRUMENTAL INSTRUCTION OR A DEPARTMENTAL AUDITION IS REQUIRED.** This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 178x4
CHAMBER MUSIC 2 UNITS
PREREQUISITE: None.
LABORATORY: 4 hours per week.
Rehearsal, study and performance of chamber music literature, with an emphasis on performance styles, appreciation, and performance techniques for the small chamber ensemble. **TWO YEARS EXPERIENCE PLAYING AN INSTRUMENT AND AN AUDITION IS REQUIRED.** This course may be taken four times.
Associate Degree Applicable
Course credit transfers to CSU and UC.
- MUS 222
INDEPENDENT STUDY IN MUSIC 1-3 UNITS
PREREQUISITE: None.
INDEPENDENT STUDY: 3-9 hours per week.
Assigned projects involving research and analysis of selected topics or directed study for students who are interested in furthering their knowledge of music on an independent study basis. For each unit earned, students are required to devote three hours per week throughout the semester. Enrollment limited to those who meet independent study criteria. Prior to registration, a contract must be prepared. See instructor for details.
Associate Degree Applicable
Course credit transfers to CSU.

MUS 285
HONORS IN MUSIC 3 UNITS

PREREQUISITE: MUS 101 or MUS 121 or MUS 122.

LECTURE: 3 hours per week.

A study of selected topics from musical literature ranging from Gregorian Chant to Twentieth Century composition, focusing on the analysis of structure, thematic material and, in some cases, literary relationships.

Associate Degree Applicable

Course credit transfers to CSU and UC.

NURSING

DIVISION: Health Science
INTERIM DIVISION DEAN: Marilyn Johnson, M.N.
DEPARTMENT HEADS: Full-Time Program
Priscilla Taylor, M.S.N.
(909) 384-8925
Part-Time Program
Rebecca Whitfield, M.S.N.
(909) 384-8932
OTHER FACULTY: June Hill, M.S.
Laura Henretta-Leedahl, Ed.D.
Tamara Maurizi, M.S.N.
Marion Meines, M.S.N.
Monica Temple, M.S.
Judith Tobin, M.S.N.
Alicia Tuvida, M.N.
Sandra Waters, M.S.N.
Christie Winter, M.S.
DIVISION SECRETARY: Dorothy N. Fierro
DIVISION OFFICE: Medical Arts Building
(909) 384-4450
LIAISON COUNSELOR: Linda Young, M.S.
(909) 384-8980

The Nursing Department offers a sequence of courses leading to an Associate of Science degree with a major in nursing. Students learn to function in a variety of health care settings and aid clients, through the nursing process, attain or maintain their optimum level of wellness. Graduates are eligible to take the national licensing exam and become licensed as a Registered Nurse in the state of California.

Learning activities are conducted on the San Bernardino Valley College campus and in local hospitals and community agencies. After completion of prerequisites students must apply and be admitted. Prerequisite courses and the admission process is explained below as well as in a booklet available in the Medical Arts Building and the Counseling Center (*SBVC Associate Degree Nursing Program*). The program is accredited by both the National League for Nursing and the California State Board of Registered Nursing.

Licensed Vocational Nurses may also take courses leading to Registered Nursing licensure. See the following section, on **OPTIONS FOR LICENSED VOCATIONAL NURSES**.

California law allows for the denial of Registered Nurse Licensure on the basis of any conviction or action substantially related to nursing practice. The California Board of Registered Nursing requires applicants for licensure with prior convictions to provide proof of rehabilitation that establishes fitness for performing nursing functions. For further clarification, contact the Nursing Department or the California Board of Registered Nursing.

PREREQUISITES FOR THE NURSING PROGRAM

1. Graduation from high school or its equivalent (G.E.D. or the California State High School Proficiency Exam).
2. Demonstrate competency in English and mathematics by satisfying the following criteria:
 - a. Competency in English is demonstrated by completion of ENGL 015 or ENGL 101 with a grade of C or higher.
 - b. Competency in mathematics is demonstrated by:
 - i. Completion of MATH 090 or a higher level course in mathematics with a grade of C or higher.
or
 - ii. Completion of a mathematics proficiency examination which is equivalent to a comprehensive final examination in MATH 090 with the equivalent to a grade of C or higher.
or
 - iii. Completion of BUSCAL 091 or TECALC 097 with a grade of C or higher.
3. Prerequisite courses listed below must be completed before entry into the nursing program. A grade of C or better must be earned in each prerequisite course and a minimum G.P.A. of 2.75 in prerequisite courses.

BIOL 250 and BIOL 251 Human Anatomy and Physiology I and II

Or
BIOL 260 and BIOL 261 Human Anatomy and Human Physiology
BIOL 270 General Microbiology
PSYCH 100 General Psychology

NOTE:

BIOL 261 (or BIOL 250 and 251) and BIOL 270 must be taken within 5 years of admission to nursing courses.

BIOL 251 has a prerequisite of BIOL 250

BIOL 261 has a prerequisite of BIOL 260 and CHEM 101

CHEM 101 has a prerequisite of MATH 090

REQUIRED SUPPORT COURSES FOR THE NURSING PROGRAM

The following courses must be completed prior to graduation, or may be completed before entering the nursing program. A grade of C or better must be earned in each:

ENGL 101 Freshman Composition
SPEECH 100 Elements of Public Speaking
Or
SPEECH 111 Interpersonal Communication
SOC 100 Introduction to Sociology
Or
ANTHRO 102 Cultural Anthropology

PROGRAM OPTIONS

The **full-time program** consists of 4 semesters of Monday thru Friday, day-time classes with day or evening labs. Students are admitted in the Fall and Spring semesters.

The **part-time program**, designed for working students, is 8 semesters with evening classes and weekend labs. Students are admitted in the Spring semester.

STEPS TO APPLY FOR THE NURSING PROGRAM

Applications for the **Full-time Regular Nursing program** must be completed by **February 1** for entry in the Fall semester OR by **September 1** for entry in the Spring semester.

Part-time Regular Nursing program applications must be completed by **September 1** for entry in the Spring semester.

- Application and admission to San Bernardino Valley College (Admissions Office.)
- Submit to the Nursing Department:
 - a. "Application For Admission" form (available in the Medical Arts Building)
 - b. Official college transcripts showing prerequisites that meet the required G.P.A. If prerequisite courses are in progress at the time of application, the student must arrange to have the instructor submit the final grade that maintains the required G.P.A.
 - c. Documents showing competency in English and mathematics.
 - d. High School completion document (transcript, or diploma, or G.E.D. score, or Calif. High School Proficiency exam score)

ADMISSION TO THE NURSING PROGRAM

Applications will be evaluated according to the prerequisites stated above. Students meeting all prerequisites will be considered "qualified". Admission into the nursing program is dependent upon space availability. If there are more qualified students than available spaces, qualified students will be ranked according to the number of qualified applications. Students with 2 or more qualified applications will be admitted into the program first in descending order, then randomly selected applicants with no previous application. If space is available, late applications will be considered until the class is filled.

OPTIONS FOR LICENSED VOCATIONAL NURSES

Students with a current California Vocational Nursing License who wish to become Registered Nurses may select one of the following:

- Regular Nursing Program: complete prerequisites and support courses listed previously, apply and be admitted to the regular nursing program
- LVN to RN program (with or without an Associate Degree): complete prerequisites and support courses listed above, apply and be admitted to the LVN to RN program. Complete each of the following courses with a grade of C or better; NURS 116, 200, 202, 210, 211, 212, and 217. If degree is desired, also complete general education graduation requirements.

- LVN to RN: 30 unit option: complete the following prerequisites with a grade of C or better in each; BIOL 261 (or BIOL 250 and 251) and BIOL 270. Apply and be admitted to the LVN to RN: 30 unit option program. Complete each of the following courses with a grade of C or better; NURS 108, 114, 200, 210, 211, 212, and 217.

NURSING

ASSOCIATE OF SCIENCE DEGREE

To graduate with a major in Nursing, students must complete each of the following courses plus the general education requirements for the Associate of Science Degree with a grade of C or better.

REQUIRED NURSING COURSES	UNITS
NURS 100 Introduction to the Associate Degree Nursing Program	1
NURS 102 Fundamentals of Nursing	4.5
NURS 104 Medical-Surgical Nursing I	5
NURS 108 Pharmacology for Nurses	1
NURS 110 Medical-Surgical Nursing II	5.5
NURS 112 Maternity Nursing	5
NURS 200 Medical-Surgical Nursing III	5.5
NURS 202 Pediatric Nursing	4.75
NURS 210 Nursing Care of the Critically Ill	2.5
NURS 211 Medical-Surgical Nursing IV	3.75
NURS 212 Psychiatric Nursing	2.75
NURS 217 Advanced Ethical and Legal Aspects of Nursing	1
TOTAL UNITS	42.25

COURSES OFFERED BY THE DEPARTMENT OF NURSING:

NURS 011
NURSING ASSISTANT 7 UNITS
DEPARTMENTAL ADVISORIES: ENGL 015 and READ 970 and MATH 942.

**LECTURE: 4 hours per week and
LABORATORY: 9 hours per week.**

Prepare students to function as an entry-level member of the health care team in a long-term care setting. Focuses on communication, ethical issues, patient's rights and nursing care skills. Prepares students for the California Certified Nursing Assistant exam.

Associate Degree Applicable

NURS 012
HOME HEALTH AIDE 2 UNITS

PREREQUISITE: NURS 011.
**LECTURE: 1.50 hours per week and
LABORATORY 1.50 hours per week.**

Prepares Nurse Assistants for certification as a Home Health Aid in California. Includes basic personal and environmental care skills used in the home setting.

Associate Degree applicable

NURS 021
PREPARATION FOR A CAREER IN THE HEALTH CARE FIELD 2 UNITS

PREREQUISITE: None.
LECTURE: 2 hours per week.

Designed for students interested in a career in nursing, pharmacy technology, or psychiatric technology. Explores roles, functions and skills and specialty areas of these careers. Includes information about requirements for admission into these programs and strategies for achieving success. This course is also offered as PHT 021 and PSYTCH 021.

Associate Degree Applicable

Registration in the following nursing courses is limited to students who have completed prerequisites and have been accepted into the Nursing Program.

NURS 100
INTRODUCTION TO THE ASSOCIATE DEGREE NURSING PROGRAM 1 UNIT

PREREQUISITE: None.
LECTURE: 1 hour per week.

Introduction to core concepts of the nursing curriculum conceptual framework, anxiety / stress, defense mechanisms, crisis intervention, death and dying, and nursing ethics. Includes student learning responsibilities and strategies for success in the nursing program. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE COMPLETED PROGRAM PREREQUISITES AND HAVE BEEN ACCEPTED INTO THE NURSING PROGRAM.**

*Associate Degree Applicable
Course credit transfers to CSU.*